

What's New in 9.5.56



This document was developed by Genius Solutions to introduce users to the features/modifications that have been released in version 9.5.56 of eTHOMAS. Click on the text or page numbers within the Contents page to be brought to that specific item within the document.

eTHOMAS

Contents

Family Icon 3

CO-253 and CO-144 Adjustments 3

 Posting Insurance Payments 3

 AutoPosting..... 3

 Manual Payment Posting 3

 Viewing and Editing..... 4

Narrative Description on CMS1500 4

System Media..... 6

Adjustment Codes..... 6

Family Icon

Back by popular demand! Patients who belong to a family account will now have a family icon on their account to identify that they are part of a family. Clicking on the icon will bring the user to the Family List. This feature will allow you to easily identify and access family accounts.



CO-253 and CO-144 Adjustments

There are several reasons why an office may receive a reduction or increase in their insurance payment amount. The CO-253 reason is due to the federal sequestration reduction. The CO-144 reason is due to an incentive adjustment. Some insurance companies are now requiring that the federal sequestration reduction (CO-253) be reported on secondary electronic claims. In order to do this, some changes have been made to eTHOMAS.

Posting Insurance Payments

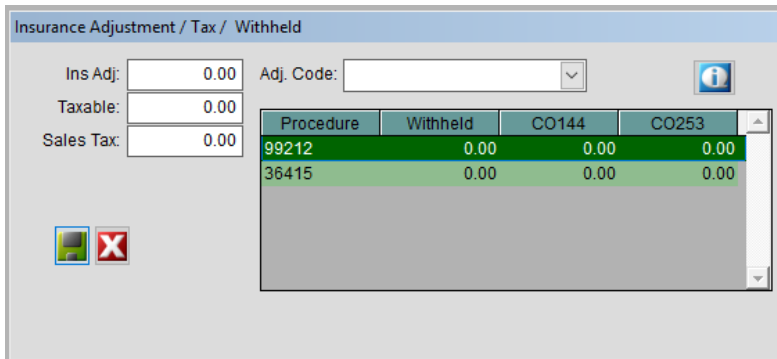
There are new fields within the insurance adjustment box (Ins Adj) on the posting insurance payment screen to specifically handle the CO-253 and CO-144 adjustment amounts.

AutoPosting

If you AutoPost insurance payments, eTHOMAS will automatically fill out the new boxes for you. Nothing more needs to be done on your end.

Manual Payment Posting

For manual payment posting, you will need to manually enter the fields. In order to access these fields, the system setting InsPostWithHoldPerLine must be activated. This system setting will create an insurance credit (INSCRE) for claim adjustments.

A screenshot of a software window titled "Insurance Adjustment / Tax / Withheld". On the left, there are three input fields: "Ins Adj:" with value "0.00", "Taxable:" with value "0.00", and "Sales Tax:" with value "0.00". To the right of these is an "Adj. Code:" dropdown menu. Below the input fields are two small icons, a green square and a red square with a white 'X'. On the right side of the window is a table with four columns: "Procedure", "Withheld", "CO144", and "CO253". The table contains two rows of data, both highlighted in green. The first row has values "99212", "0.00", "0.00", and "0.00". The second row has values "36415", "0.00", "0.00", and "0.00". There is a small blue information icon (i) in the top right corner of the window.

Procedure	Withheld	CO144	CO253
99212	0.00	0.00	0.00
36415	0.00	0.00	0.00

When entering adjustment information, enter the total monies being withheld into the Withheld field and any specific CO-144 and CO-253 amounts into the corresponding CO-144 and CO-253 fields.

Viewing and Editing

If you need to view or edit the CO-144 or CO-253 amounts after the insurance payment has been posted, it can be accessed by going into the Transaction Ledger and opening the procedure code(s) that the payment was for.

Transaction Edit

04 - 691 EDWARDS, BRIAN
Cash: 26.00 Ins: 453.00

DOS From: 07/26/2019 To: 07/26/2019 Claim: 1234720 Ref ID: 94786
Procedure: 99213 Misc Date: / / Sys Date: 07/26/2019 Closed: NO
Session: B - MORNING SESSION Invoice No: 0 Activity: YES

Doctor: 11 - ROBERT BROWN

Dx Ptr: 12 A1: 25000 B2: 1 C3: D4: E5: F6: G7: H8: I9: J: K: L:

Mfy 1: Mfy 2: BE Mfy 3: Mfy 4: CO144/CO253: 1.00 2.00

POS: OFFICE Approved: 87.50 Non-Payment Code:
Qty: 1.000 Ins Paid: 69.50 Par-Adj Reason Code:
Charge: 100.00 Ins Adj: -3.00 Start Time:
Charge Pat: 0.00 Trabal: 15.00 End Time:
Pat Paid: 0.00 Deductible: 0.00
Pat Adj: 0.00 Write Off: 12.50
Cash Bal: 15.00 Ins Bal: 0.00

☒ Count As Visit
☒ Bill to Insurance

Reference: Entered by: THOMAS 07/26/2019 02:51:12 PM

History Recalc Show Enc

Narrative Description on CMS1500

A narrative description that is added to the transaction remarks will print in the shaded area of 24 with a ZZ qualifier. This shaded area also can contain the NDC Code with a N4 Qualifier and will contain both if both are set up on a line of service.

To add a narrative description during the posting charges process, click on the R on the transaction line and enter the narrative.

Ins Remarks		Cln Notes		Profiles		Last Claim												ICD10	
DOS From	DOS To	Procedure	Dr	DX Ptr	Pos	Qty	Charge Srv	Charge Pat	Mfy1	Mfy2	Mfy3	Mfy4	BTI	R	E	Recall	Misc Dt		
07/09/2019	07/09/2019	K0739	02	1		1.000	200.00	0.00						<input checked="" type="checkbox"/>					
07/09/2019	07/09/2019																		

Edit transaction remarks...

REPAIRED LEFT REAR WHEEL

DownArrow: Add Additional T
PageDown: Goto Done

Procedure Description

Goto Transaction F10: Help
Goto Route Slip

The description will print in the shaded area of box 24.

24. A.	DATE(S) OF SERVICE						B	C	D PROCEDURES, SERVICES, OR SUPPLIES			E	F		G
	From	To	MM	DD	YY	MM	DD	YY	Place of Service	EMG	(Explain Unusual Circumstances)	DIAGNOSIS	\$ CHARGES	DAYS	OR
	MM	DD	YY	MM	DD	YY	MM	DD	YY		CPT/HCPCS	MODIFIER		OR	UNITS
	07	09	19	07	09	19	21				K0739		200.00	1	

To edit the description or to add one after the claim has been posted, access the Transaction Edit screen and edit the Reference field.

Transaction Edit
01 - 10 ARMSTRONG, JOHN
Cash: 15.00
Ins: 260.99

DOS From: 07/09/2019 To: 07/09/2019 Claim: 267 Ref ID: 522
Procedure: K0739 Misc Date: / / Sys Date: 07/09/2019 Closed: NO
Session: B - MORNING SESSION Invoice No: 0 Activity: NO

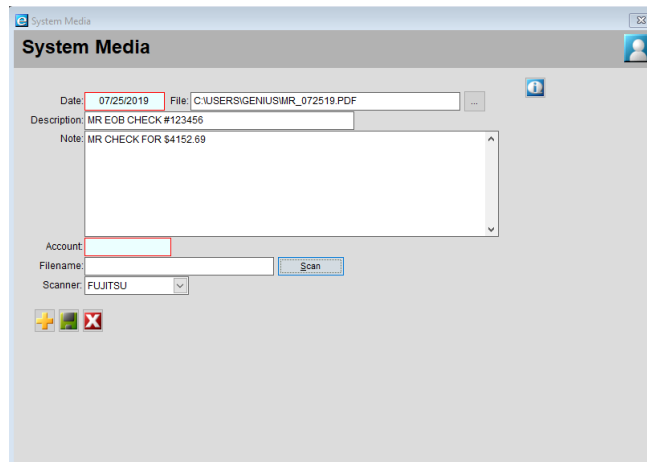
Doctor: 02 - CHRISTINAYANG DO
Dx Ptr: 1 A1: A01.23 B2: C3: D4: E5: F6: G7: H8: I9: J: K: L:
Mfy 1: Mfy 2: Mfy 3: Mfy 4: CO144/CO253: 0.00 0.00
POS: IN PATIENT HOSPITAL Approved: 0.00 Non-Payment Code:
Qty: 1.000 Ins Paid: 0.00 Par-Adj Reason Code:
Charge: 200.00 Ins Adj: 0.00
Charge Pat: 0.00 Trabal: 0.00
Pat Paid: 0.00 Deductible: 0.00
Pat Adj: 0.00 Write Off: 0.00
Cash Bal: 0.00 Ins Bal: 200.00
☒ Count As Visit
☒ Bill to Insurance

Reference: REPAIRED LEFT REAR WHEEL Entered by: STEPHA 07/09/2019 04:51:14 PM

History Recalc Show Enc

System Media

System Media allows you to store media that is not patient-specific such as documents, video clips, etc. that are useful to your practice. From the Utility tab, click on Data on the left menu, and click on System Media. Click on the Add button to begin adding the new information into the media section. You can choose to either upload or scan media.



The fields available are:

- **Date** - Enter a date or right click on the box to pick the date from the pop-up calendar.
- **File** - Click on the **Browse** button to select the media file that you want to store.
- **Description** - Enter a description of this media.
- **Notes** - (optional) Enter an additional note to clarify this media.
- **Account** – (optional) Choose a patient to attach this media to, if it is specific to a patient. NOTE: If adding media to a specific patient the media will show up under the patient’s multimedia screen only and will not be displayed in the system media list.
- **Filename/Scan** – If scanning, you must enter the filename to be used when saving the file. Click the Scan button to scan the document.
- **Scanner** – Choose the scanner to scan the document.

Click **Save** to save the media. After you save, you can go back to see the media by opening the item in the list and clicking on the Show Media button.

Adjustment Codes

Adjustment codes can now be categorized to show only under certain adjustment types.

Access adjustment codes from Code Files | Procedure | Adjustments. If you only want to see an adjustment code from a specific area in the program, choose the appropriate “Type”. For example, below is a code that is set to the Type of Patient Debit. This adjustment code is only available from the patient debit screen.

Adjustment Codes

Code: NS Type: PATIENT DEBIT

Description: NON SUFFICIENT FUND CHRG

Detail:

Effective: Expiration:

Codes that are not assigned a Type will be visible in all areas in the program that display adjustment codes.

Post Patient Debit

01-10 ARMSTRONG, JOHN

Cash: 15.00 Ins: 60.99

Amount to Debit: 0.00 Post Date: 07/09/2019

Adjustment Code:

Doctor: IA - INS ADJ OR WRITE OFF

Location: IE - INS CHRG POSTED IN ERROR

Reason: IO - INSURANCE OVERPAYMENT

IR - INSURANCE REFUND

NS - NON SUFFICIENT FUND CHRG PATIENT DEBIT

PA - PT ADJ OR WRITE OFF

PC - PATIENT CREDIT

☐ Print Reason on Statement