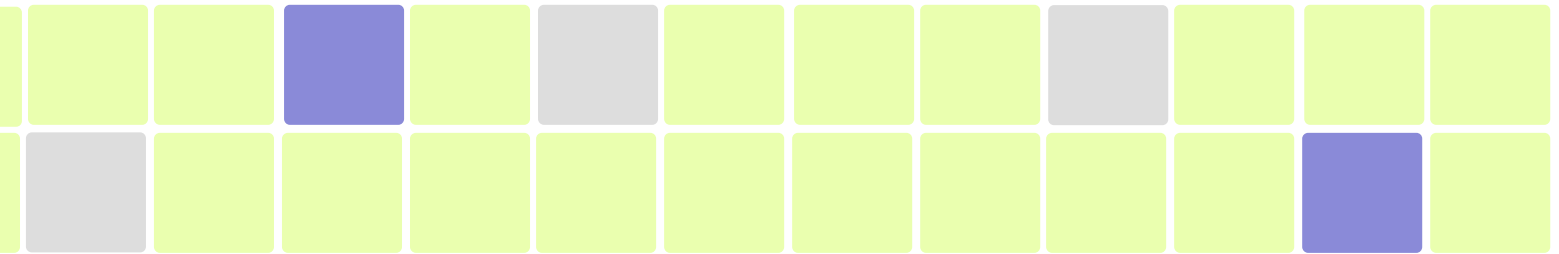


# NetOsteo

## Practice Management Solution



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# Osteopathic

## Practice Management Solution

### NetOsteo

Other than patient care, most practices spend more time processing patients than performing any other task. Accordingly, streamlining the patient registration and bill payment is as a significant priority for NetOsteo as it is for your practice. Any system will allow you to find and create a patient and then process a payment, but there can be worlds of difference in how these most basic tasks are accomplished.

NetOsteo provides you with an integrated solution that is designed to work as a unified tool that addresses the front office, clinical treatment and financial management of your practice.

- Integrated HICAPS interface for private health insurance claiming
- Patient recalls and incomplete treatment tracking
- Integrated with Microsoft Word for letter generation
- Treatment plans and patient note history
  - Integrated Workcover Physiotherapy Treatment Plan
- Appointment scheduling, multi location and multi practitioner
  - Auto-billing allowing for one click invoice generation from the appointment book
  - SMS Messages to remind your patient of their next appointment



### Key results

- Improved practice efficiency
- Improved practice productivity
- Improved patient financial information
- Improved correspondence, marketing, and practice analysis capabilities

### Key outcomes

- A quality practice image
- More time to interact with your patients
- Happier employees and more satisfied patients
- An integrated claim solution for private health insurance patients



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# Key features

## Practice Management Systems

### Patient & Clients Profile

- System integrates clinical and personal information into easy-to-access patient records.
- Graphical file tabs allow you to move quickly from screen to screen.
- Flashing notes alert your staff to patients with medical conditions, overdue accounts or a history of late or missed appointments etc.
- Lets you track referrals by: doctors, patient, media, and other sources.

### Images

- Image files can be stored in the patient records.
- You can capture and store photos of Patients, Contacts and Employees, via the use of a scanner or digital camera.

### Correspondence and Notes

- Unlimited number of standard letters and Notes can be setup and accessed via a click of the mouse.
- All correspondence can be viewed on the screen prior to printing.
- All correspondence and Notes remain in the patient history and can be accessed, reprinted and or re-sent at any time.
- Notes can be locked and hidden for additional security.

### Recall / Reminders Processing

- You can implement multiple recall / reminder parameters.
- Recalls/Reminders can be set automatically or manually.

### Appointment Scheduler

**SMS MESSAGING**

- Practice staff can view a day or a week at a glance, for all practitioners in the practice, at each location.
- Automatic scheduler can identify the next available appointment for each practitioner in the practice.
- Auto billing: a one click Invoice generated from the appointment book.
- Reoccurring appointments are easily created.
- SMS Messaging to remind patients of their next appointment (Active SMS Account Holders only).

### Treatment Plans / Quotations

- Show the planned treatments with estimated fees.
- Treatment plans can be printed and sent to the Insurers for paper submission.
- Multiple treatment plans are easily managed.
- On completion of work, a Quotation can be converted to an Invoice, with or without adjustments, via the click of the mouse.

### Reports

- Generates over 50 types of reports: Financial, Sales, Product, Appointment, Location, Item Frequency, Patient Type, Missed Billing, plus many more.

### Billing and Accounts Receivable

- Statements and Bills can be customised with your practice logo.
- The System supports open-item invoicing, and a single payment can easily be applied to multiple invoices/bills.
- Third Party billing via the Account Holder function.
- Integrated HICAPS interface allows you to automatically send claim information directly to the Health Fund via the HICAPS terminal.
- EFTPOS and Credit card payments are also captured via the HICAPS terminal.

### Accounts Payable

- Tracks and reports on payment by HICAPS, cash, cheque, EFTPOS or credit cards.
- You can select to report on a 'Cash Accounting' basis or 'Non-Cash' (Accrual) basis.

### Banking Assistance

- Produce Banking slip/reports for deposits of cash and cheques, plus separate report for credit cards, HICAPS & EFTPOS income.
- Reconciliation is made easy via the Bank Reconciliation feature, which can track presented cheques for one or more chequebooks.

### General Ledger

- Unlimited Chart of Accounts codes can be customized for one or more practices.

### Security

- Three level user security: Admin, Power User and User.
- Easy to setup and versatile. Practices can set user access via the 'Menu Security' and 'Action Security'.

# Integrating data

## Treatment plans, Workcover



### Treatment Plans

NetOsteo has the ability to generate and track the progress of a number of treatment plans. The plans can be created for Third Party Insurance, WorkCover or private patients.

The Workcover treatment plans are generated directly from the system, with the relevant practice and patient details stored in the system being automatically filled in. You then have the ability to enter other details directly onto the screen to be printed with the form.

NetOsteo will also remind you when a treatment plan is due to be renewed and printed, via the use of an on screen warning, as well as a reminder in the patient reminder screen.

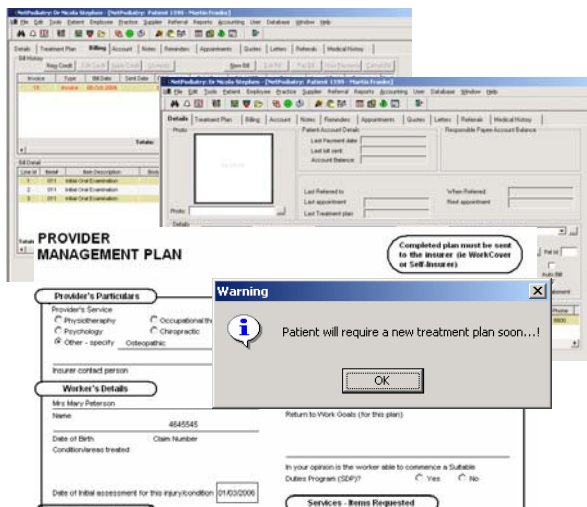
The active treatment plan report is designed to assist a practice in knowing which patients they are treating for Workers Compensation, Third Party Insurance or private plans..

### Key benefits

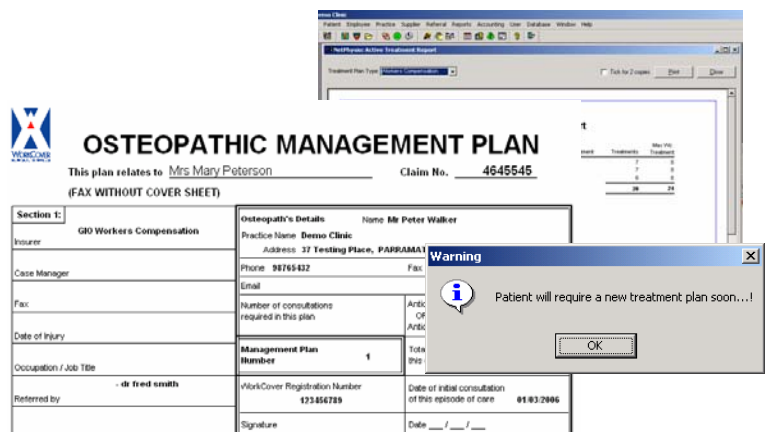
- Reduced administrative paperwork
- Improved practice productivity
- Improved patient customer service
- The function of an integrated treatment plan with the system helps you save time and money

### Key features

- The ability to print workcover specific forms directly from the system
- Reminders when to renew and reprint a treatment plan



Complete with integrated Workcover Osteopathic Treatment Plan



# Integrating data

## Claims and payments



## Claims integration

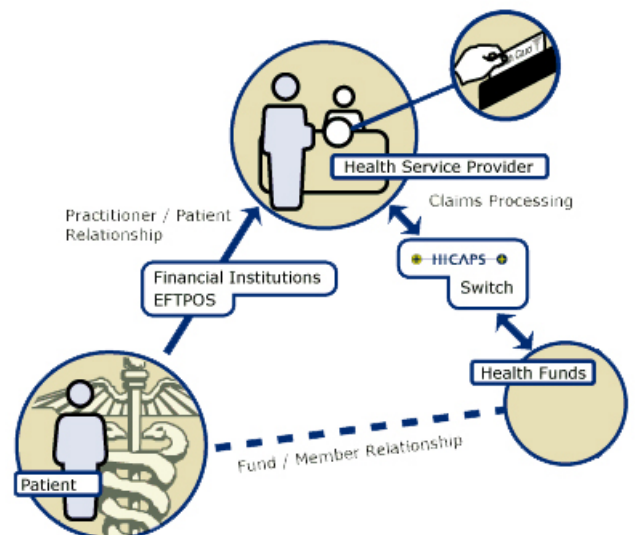
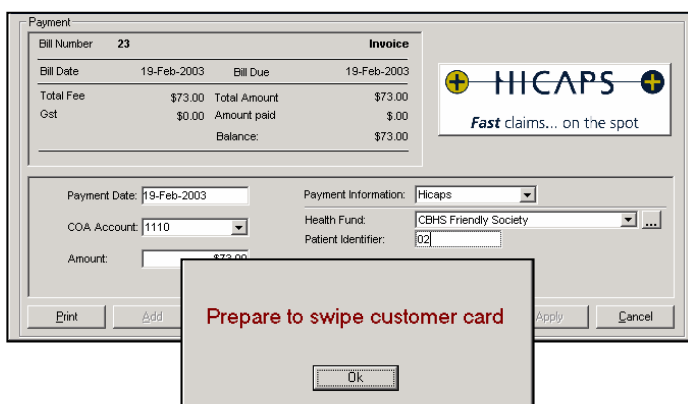
A standard feature with the practice management system is an integrated interface to a HICAPS terminal. This allows for the seamless submission of private health insurance claims and you no longer need to double key separate data into the terminal and patient records.

By integrating the claim functions between the system and HICAPS, you ensure that claim details are correctly recorded and provides for an enhanced reconciling processes.

With the integration of a HICAPS terminal you also receive the benefits of integrating EFTPOS and credit card processing. This will ensure payments are correctly collected and received in a timely, seamless manner.

## Key benefits

- Reduced administrative paperwork
- Improved practice productivity
- Improved patient customer service
- Improved reconciling processes between health fund payments and accounting systems
- An integrated HICAPS and practice management system will help you save time and money





# Integrating tasks

## Appointments

### Appointment Book

SMS MESSAGING

With the intuitive design of the appointment book, the look and feel will fit around the way you operate your practice. If your practice runs from multiple locations, you are able to view your diary for one day for each location. You can also choose to view it by one employee for one week, or by the location for a day or by the week.

If your practice has one osteopathic, but has more than one room, then you can select to view the appointment book using the location view.

The appointment book also tracks the different status of appointments: Pending, Confirmed (when you have called your patient), Arrived (when they arrive), Complete (which will activate the auto bill function), Cancelled and No Shows.

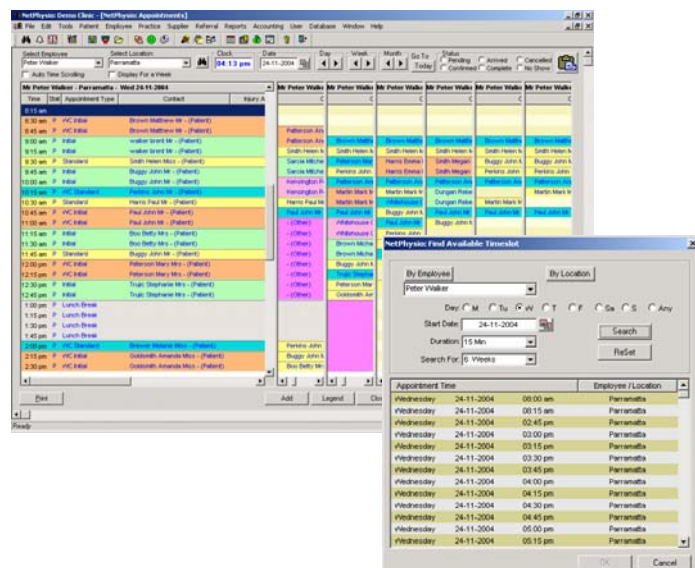
### SMS messages

SMS messages can be sent to your patient's mobile phones, to remind them of their next appointment, directly from the software.

Please read the "SMS Messaging" brochure for fees, terms and conditions or contact Network Logic on 1300 763 226 for more information. Alternatively send us an email on [sales@networklogic.com.au](mailto:sales@networklogic.com.au).

### Key features

- One click account raising from the appointment book, making the generation of invoices easy and seamless
- Ability to print the appointment book per day, per practitioner to use as a quick reference
- One click to find the next available appointment – a quick and easy way to find the next available spot
- Use of a holding bay to relocate and easily move appointments
- The use of colour coding to identify appointment types and service providers
- SMS your patient to remind them of their next appointment
- "Copy and Insert" saves time in entering multiple patient appointments
- Patient contact telephone numbers are readily available in the Appointment Book



# Integrating data

## Correspondence and letters



### Address label printing

Using the integrated DYMO label writer allows you to directly print professional looking and accurate information instantly from any of Network Logic's products.

The printing of labels is possible individually from the patient screen or multiple labels can be printed from the patient reminder screen.

### Letter printing

Written communication is an extension of your practice. The quality of your written communications reflects upon the perceived quality of your practice, and can significantly impact your practice's image.

All of Network Logic's products come with an interface to Microsoft Word. This allows you to setup limitless templates and forms which extract information from the system to merge with your documents.

### DYMO features

- Direct individual patient labels printed from the patient's details screen
- Print multiple labels at once from the patient reminder screen
- Direct thermal print technology eliminates ribbons, toner and ink cartridges
- 300dpi resolution for laser sharp labels
- Connects to a computer via a USB connection

### Letter printing

- Direct merge patient information to Microsoft Word templates and letters
- Store and retrieve copies of correspondence sent to patients
- Limitless numbers of templates can be created and integrated

With integrated DYMO Label Printer facility



Ideal for reminder cards and envelopes



# Osteopathic



## Support

Clients that elected to subscribe to a support plan receive unlimited access to telephone support and assistance. Also while you are on a support plan you will receive free upgrades to the system.

## Network Logic

At Network Logic we are committed to providing the highest quality and latest technology products, designed to address the unique management needs of a wide array of health care specialties. Network Logic has become the leading provider of Health Administration Software for the Private Health Insurance Industry through dedication in providing the best product, the best service and the best technical support.

Network Logic is committed to the success of each and every client, from the smallest private practice to the largest healthcare systems and networks in Australia.

Go with a software package that allows you to integrate your billing, records, correspondence and accounting into one central place – NetOsteo.

## Support plan

- Unlimited telephone support
- Upgrades for 12 months
- Access to Wentworth Point Training Centre
- Assistance with HICAPS terminal setup
- Assistance with basic data conversion and system setup

## Price guide

Single version	\$1,650.00
Single support plan p.a.*	\$300.00
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Network version (2 Lic)	\$1,850.00
Network (2 Lic) support plan p.a.*	\$300.00
<hr/>	
Network version (Unlimited Lic)	\$2,500.00
Network (Unlimited Lic) support plan p.a.*	\$400.00

All prices are inclusive of GST

\*Support Plan subscription fee charged annually

**SMS Messaging Account Fees not included in above**

To ensure your current hardware meets the minimum system requirements, please refer to our "Hardware Requirements" document, which is available on request

## Request for information pack and demonstration CD

Once completed fax the details below to 02 9475 6550

Practice Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone [     ] \_\_\_\_\_ Email \_\_\_\_\_

Practice Address \_\_\_\_\_

Suburb

State

Postcode