It seems that every dental magazine is exploding with phrases such as, “The Paperless Practice” or “Going Paperless.” Every year the dental industry is presented with more and more options to help take you to the next level of the “paperless practice” and with today’s overabundance of technology it is often difficult to decipher what is or isn’t beneficial to the productivity of your practice. With more and more digital solutions coming to market and the never-ending push for paperless practices how does one really know what direction to take? To paraphrase the Cheshire Cat in Alice In Wonderland, “If you don’t know where you’re going, any road will do!”

Softech, Inc. is pleased to announce a new, exclusive and complimentary service called “Paperless Review”. This is not a one-size-fits-all sales gimmick to waste your time, but a proprietary consultation tool that is unique and individualized for your practice. With decades of practice management and digital experience, we have the knowledge that leads to “paperless” success and know what leads to disappointment. With the 30 minute Paperless Review, our Dental Practice Specialist will analyze your current digital processes within your practice, show you where you are on the paperless road, and point you in the right direction. As part of this service, your Practice Specialist will review your final report highlighting digital solution opportunities and growth. This complimentary service is our way of giving back to the dental industry.

Once you are clearly shown where you are, and where you need to go, you can have Softech assist with developing a fully customized and detailed roadmap to help you successfully achieve your vision. Once completed, you will know where you are, where you are going, and exactly how to get there.

What are the benefits of a Paperless Review.
The Paperless Review is a detailed report that highlights areas of opportunity and growth for your practice. Softech, Inc. takes this one step further by offering a fully customized and detailed roadmap to help take you to the next level of success.

How long will a Paperless Review take?
It only takes 30 minutes for our Dental Practice Specialist to complete your complimentary Paperless Review. Additional time is required for providing a more detailed report and customized roadmap to success for your practice.

What are the costs for a Paperless Review?
Our 30 minute basic Paperless Review is a complimentary service.

How to request a Paperless Review?
Contact our Dental Practice Specialist to schedule your complimentary Paperless Review at 800-233-4998 ext 232 or email patricia.schwind@dentech.com
You’ve probably heard the phrase two heads are better than one. The same hold true that two monitors are better than one. It’s simple and cost effective when you consider the amount of time spent minimizing and maximizing screens and flipping between programs. It may not seem like a lot however, over time it does add up. Dual monitors aid to increase concentration levels, and will decrease the amount of mistakes that are made. You might think that you don’t have the room to add another monitor but the fact is, two monitors actually creates more usable desktop space while reducing the amount of clutter in your workspace.

From a productivity standpoint, the benefits are immediate. You can have a variety of applications open and go from screen to screen with your mouse. Sure, with a single monitor, you can jump between applications with a mouse click or a keyboard command (Alt-Tab, in Windows), but not nearly as fast. Likewise, dual monitors also allow for easy comparisons between files and eliminates having to write information down before proceeding to the next screen or task.

It’s simple to use and with additional clinical applications such as DenChart™, digital imaging and document management, the use of a second monitor is a must have. Imagine being able to check out a patient on one screen and at the same time be able to schedule an appointment without flipping screens or jumping from program to program. Also with dual monitors, you can be working in DENTECH while viewing a patient chart or image in DenChart™. There are so many uses in any environment that it is sure to impress your patient clientele. So how do you add a second monitor?

What You Need

Two Monitors
Two LCD monitors, two tube monitors or one of each. They can also be different resolutions, and different physical sizes.

A Second Video Adaptor Card
The second card can be a simple VGA or high resolution state of the art NVIDIA video card. Some PCs come with dual monitor support (2 video cards/outputs) built-in, so check your system before buying a second video card.

Microsoft Windows XP, Vista, Windows 7
Easy step by step navigation for dual monitor set-up.

Optional Dual LCD Monitor Stand
If you have two LCD monitors with VESA compatible mounts, a dual monitor stand makes sense - it saves desk space and mounts both monitors at the same level for better use of your limited desk space.

If you are interested in adding dual monitors as a possible option in your practice, contact your Softech Account Manager at 800.233.4998. Once you get used to the look, convenience and increased productivity, you will wonder how you managed so long without it and will find it difficult to go back to a single screen.
If you are still manually printing and mailing claims, there is no better time than now to join the electronic world and start submitting your claims electronically. Electronic claims processing virtually takes the paper and work out of submitting paper claims for a fraction of the cost. Submitting claims electronically is a more efficient solution resulting in fewer errors and omissions. This means a faster turn around time with fewer returned or denied claims due to manual data entry mistakes.

Back in the early days of insurance processing was a pretty cut and dry process. However, through the years insurance processing has become much more complicated due to rules and regulations that have been imposed. Each year additional requirements are being added some are new regulations and others are enhancements.

Here at Softech, Inc. we have a team of programmers working to complete the next phase in electronic processing called Electronic Remittance Advice (ERA) 835. **What is Electronic Remittance Advice (ERA)?** Electronic Remittance Advice (ERA) is an electronic version of a payment explanation that contains detailed explanations pertaining to a paid or denied claim. The ERA is provided by the plans to providers and in turn offers a more automated process for providers who can accept auto-posting transactions through their software program such as Dentech.

So that poses another question. **What is Auto-posting?** Auto-posting transactions is another phase that Softech, Inc. is currently working to complete. How auto-posting works is when a claim is submitted and approved for payment, you will have the option to have the transactions automatically be posted to the patient account electronically. However, you will still have the option to apply the payments manually. Softech Inc. is continually working towards providing new and innovated methods automating our electronic claims process.

Electronic claim submission is a safe and easy way to eliminate overhead expenses associated with sending paper claims. It frees up your staff to do other important tasks that keep your practice running to its full capacity, thus insuring a positive cash flow and in a tough economy, when time is money. Take advantage of the speed of the electronic age and the enormous features and benefits that you simply cannot acquire when printing and mailing your insurance forms manually. Want to make your practice more time efficient?

Contact your account manager at 800.233.4998.
Many Dental offices have decided to use their email capabilities to send letters, reminders, newsletters and cards to their patient database. Special dental promotions and new advances in dentistry are also great reasons to use email to send your message.

- Link your Dentech software to Microsoft Word (2002 or later) and Microsoft Outlook only (2002 or later).
  *Outlook Express or Windows Mail is not compatible.*
- No postage necessary which is very cost effective.
- Reduce phone calls and staff time.
- Totally customized by your office.
- Responses within minutes of email received.
- Market your new website!

With the growing trend for Dental offices to become more technology savvy, using your email is the way to go!

Please call to Pat Schwind to inquire about training @ 866-221-6081 x232 or email patricia.schwind@dentech.com

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