MEDITECH

Physician Billing and Receivables

Functionality Brief

The Physician Billing and Receivables functionality within Medical and Practice Management provides comprehensive financial management tools designed to address the unique needs of physician practices of all sizes. Physician Billing and Receivables optimizes your practice's financial health through streamlined line-item medical billing processes, collection management tools, and robust reporting capabilities. It is also fully integrated with the Ambulatory Patient Record, allowing procedure and diagnosis data to flow seamlessly from the Ambulatory Patient Record into the physician billing application, eliminating redundant data input and simplifying charge entry.

Highlights:

- Apply payments using full line-item billing capabilities
- Automate collections with sophisticated worklist features
- Submit and remit payments electronically through electronic claims and remittance
- Streamline the billing process with seamless integration with the Ambulatory Patient Record
- Customize security access to desktop routines, financial information, and functions by user

Physician Billing & Receivables Enables Staff to:

Streamline the Billing Process

The Physician Billing and Receivables application is tailored to the demands of the physician practice environment. Patient accounts receivable management tools provide a single patient account with full lifetime financial history, and offer clear and customizable patient statements to support effective patient billing. Additional features include:

- A single lifetime account to store your patients' entire financial history, and help you more efficiently field patient calls
- Customizable patient statement formats and support for optional outsourcing of statement generation
- Flexible options for defining patient statement generation frequency
- Automation of managed care plans and contract management
- The option to apply individual receipts and adjustments to specific transactions, enabling full line-item reporting
- The ability to automatically generate collections letters based on customer-defined settings
- Streamlined flow of billing data from the Ambulatory Patient Record.

Automate Collections

Physician Billing and Receivables automates many of the collection functions physician practices typically execute manually, not only saving valuable staff time but also increasing the success and timeliness of your collection efforts. The on-line Collection Desktop allows users to automatically generate, at user-specified intervals, separate "worklists" for various collections staff — sorted and selected according to user-defined criteria.

Flexibly Post Payments

Physician Billing and Receivables allows your staff to apply remittance to accounts manually or electronically. Using the standard ANSI 835 format, electronic remittance can be uploaded and automatically applied to the correct patient accounts. The following standard features simplify remittance posting:

- Automatic posting of electronic remittance advice (ERA)
- Shortcuts for posting remittance to transactions based on aging
- Line-item remittance posting
- A centralized Electronic Remittance Desktop for easy management and processing of errors and reason codes.

Improve Cash Flow and Enhance Financial Performance

Automatic charge capture and claims generation streamlines your insurance accounts receivable processes and improves your organization's financial performance. Charges flow automatically from the Ambulatory Patient Record into Physician Billing and Receivables, where staff quickly review charges to ensure accuracy. Once the day is closed, claims and statements are automatically generated using built-in error checking. Additional standard features include:

- Real-time on-line insurance verification at the time of check-in, allowing for accurate patient coverage information and a reduction in rejected and errored claims
- Charge-posting features and rules to ensure appropriate data capture during charge entry
- Worklist-style charge entry to automate the entry and review of charge ticket data from clinical documentation
- Direct submission of electronic and/or paper claims to all government and commercial payors
- Batched or individually generated and/or printed claims
- Support for claim submission via clearinghouses
- Claim exceptions for split billing, rural health billing, and separation of claim print files
- A Claim Error Desktop for easy error correction.

Integrate Data and Processes for Streamlined Workflow

With Medical and Practice Management, physician billing becomes an integral part of your EHR, connecting seamlessly not only to your other MEDITECH ambulatory products but to many other relevant applications. Through the Physician Billing & Receivables application, your practices benefit from:

- The ability to automatically create patient bills as a byproduct of clinical data collection in the Ambulatory Patient Record
- Integration with the Data Repository, General Ledger, Accounts Payable, and the Executive Support System to better manage finances
- Integration with Revenue Cycle Management for seamless transfer of charges
- Support of patient or guarantor-based billing
- An on-line cash drawer for processing co-payments and other account payments
- Customizable security access to desktop routines, financial information, and functions per user
- Comprehensive audit trails to monitor information accessed from anywhere in the enterprise
- Powerful standard, ad hoc, and custom reporting tools.

(See the Ambulatory Reporting brief for more information)

For more information, please contact your MEDITECH ambulatory marketing representative.