

# AccuCare Release Notes 9.8F

This version of AccuCare includes a new updates to existing AccuCare modules, specifically Scheduling, Progress Notes and Billing.

## New Features

### 1. Scheduler

AccuCare now has an updated Scheduler with new features to help streamline the process for agencies that wish to integrate their staff appointments with their clinical and billing workflow. All the common features are built into this new version of Scheduler, with additional features such as:

- Checking in clients for appointments with different status levels
- Transferring appointment information into Progress Notes for quality assurance and efficiency
- Transferring appointment information directly into Billing transaction feature
- Search for staff schedules based on custom attributes (i.e. language, credentials, etc.)

The screenshot displays the AccuCare Scheduler interface. At the top, there is a navigation bar with icons for Staff, Calendar, Client, and Reports. A search field is located to the left of a calendar widget showing September 2015. To the right of the calendar are buttons for Day, Week, Month, and Agenda. Further right are icons for Appointment, Client, and Payment. Below the navigation bar is a 'Staff Schedule' section. The main area is a calendar grid with columns for days of the week and rows for dates. Various appointment slots are visible, such as 'Assessment', 'Ind Session - to test Archivin', 'Anger Management', and 'Discharge'. An inset window titled 'AccuCare Main Menu' is overlaid on the left side, showing a menu with options: Billing, Client Intake, Scheduler (highlighted with a red arrow), Medication Management, and Discharge Summary. The AccuCare logo and 'Web-based Practice Management System' are also visible in the inset.

## 2. Progress Notes Updated to Improve Group Notes

**Streamlined Group Notes** - Users will now experience an easier way to individualize group notes. The Add Group Note screen now will include a section to individualize the note for each client in the selected group, from the same screen. This means users will not need to save the group note, then re-open that note from each client's records to individualize the group note. All notes can be done from the same screen to save on time and each client's treatment plans are accessible by the icon on the right.

File > Progress Notes > Add Group Note

Note Info

Group: Afternoon Grp

Clinician: Ima N. Training Co-Facilitator: [dropdown]

Session Type: 200 - Group Session  Sort by Description

Session Date: 09/17/2015  Time: Start: 10:30 AM to End: 11:30 AM Duration: 1:00

Group Note:   
Your Group Note can be entered here...

Enter Individual Note for Group Members:   
Abalone, John A.   
You can individualize each client's note in the group by entering it here...   
View Tx Plans

< Back Statements Save Cancel

**Increased Character Limit** – Users will be able to enter up to 50,000 characters in the text/summary box. Previously, the character limit was 8,000.

**Quick Time Picker** – Users can now either quickly select a time from a list or type in the time

File > Progress Notes > Add Individual Note

Note Info

Client: Addel, Ivan

Clinician: Ima N. Training Co-Facilitator: [dropdown]

Session Type: 0004 - Admission Note  Sort by Description

Session Date: 09/17/2015  Time: Start: 10:00 AM to End: 11:00 AM Duration: 1:00

Note:

10:00 AM  
10:15 AM  
10:30 AM  
10:45 AM  
11:00 AM  
11:15 AM

**Add Notes from Updated Scheduler** – In addition to Progress Notes, Scheduler is being updated to have an entire new look and feel. This update to Scheduler allows new features to be built into Progress Notes, including the ability to add a note from an appointment. Now users can create an appointment, check-in the client and transfer that information directly into a progress note.

*From Scheduling, “Check-in” clients and then transfer the information to Progress Notes (and/or Billing)*

*From Progress Notes, a new button has been added to create notes from the checked-in appointments*

*User can select which checked-in appointments they would like to create a note for, then proceed to creating the note.*

### 3. Billing Update to Include ICD-10 Codes, Client Diagnosis and Billing Transfer

The ICD-10 Diagnosis Code implementation is scheduled for October 1, 2015. In response to the diagnosis code changes AccuCare has updated the process for assigning and using a diagnosis code for billing purposes. To see a full detailed user-guide to see instructions for using ICD-10 diagnosis codes and related changes in AccuCare Billing, go to: [www.myaccucare.com/com/pdf/Instructions\\_for\\_ICD-10-Diagnosis\\_in\\_AccuCare.pdf](http://www.myaccucare.com/com/pdf/Instructions_for_ICD-10-Diagnosis_in_AccuCare.pdf)



### 4. Billing: Progress Notes Transfer Updated to Billing Transfer

To accommodate the additional functionality that the Scheduler has, AccuCare has updated its Progress Notes Transfer feature and is now called Billing Transfer. Progress Notes and now checked-in Appointments from Scheduler can be automatically transferred into the billing process using this feature, allowing the user to create transactions.

Billing > Billing Transfer

Filters

Choose Clients:

Choose Filter(s):

Date of Service:  All Dates  Date Range  to

Set All Transfer Status:

Client	Client Name	Type	Date of Service	Provider	Location	DxCode	Service	Place	Units	Amount	Claim Note	Source	Check In Status	Transfer Status
	Addel, Ivan	Charge	01/27/2014	Training, Ima T	HD-North		Group	11 - Office	1	\$85.00		Progress Note		Later
	Addel, Ivan	Charge	05/15/2014	Training, Ima T	HD-North		Group - Week	11 - Office	90	\$0.00		Progress Note		Later
	Addel, Ivan	Charge	07/17/2014	Training, Ima T	HD-North		Group - Tier 1	11 - Office	1	\$450.00		Progress Note		Later
	Addel, Ivan	Charge	11/21/2014	Training, Ima T	HD-North		IOP Substance	13 - Hospital	3	\$600.00		Progress Note		Later
	Training, Ima N.	Charge	11/21/2014	Training, Ima T	HD-North		IOP Substance	13 - Hospital	3	\$600.00		Progress Note		Later