



Diamond Dental Software



Our 29th Year!

What's New in Version 4.9

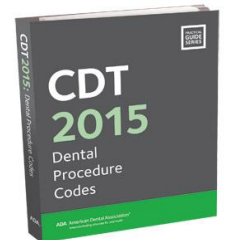
New Full Week Appointment Scheduler

Diamond Dental's new Full Week Appointment Scheduler displays an entire week in one view. That is 12 hours from top to bottom and 7 days across (or show up to 7 providers side by side). This is an 80% increase in viewing area compared to our standard scheduler. Also included is a high resolution 3 column version showing the same 12 hour view from top to bottom but with 3 wide columns from left to right.

The previous three and five column low resolution appointment schedulers are still part of the program and you can easily switch between them. The new appointment schedulers require a minimum screen resolution of 1600 x 900 pixels, however 1680 x 1050 (or greater) is suggested. If you are on a network where some computers have low resolution monitors, those computers can continue to use the low resolution schedulers while the other computers use the new high resolution schedulers.

New CDT 2015 Dental Procedure Codes

The American Dental Association has updated the dental procedure codes that you use with the new CDT (Current Dental Terminology) for 2015. Insurance carriers have already sent letters to dentists informing them that the new codes will be required for 2015. Diamond Dental version 4.9 contains an easy to run update wizard that will update your procedure file to the new CDT 2015 standard. This update is retroactive, so if you have missed some CDT updates



from the past, those updates will also be included when you run the update wizard. It is important to keep your procedure file up to date so you can take advantage of the new procedure codes that have been introduced. It is equally important to prevent claim rejection by not continuing to submit claims containing procedure codes that have been deleted from the current CDT 2015 standard.

Appointment Cards from Your Label Printer

Now it's easy to hand your patients appointment cards as they leave your office. This new feature will print an appointment card (like the sample shown on the right) from a Dymo LabelWriter printer. Just keep your Dymo printer loaded with Dymo Appointment Card rolls (#30374). These are not labels but non-adhesive 2" x 3.5" card-stock cards on a continuous roll. They will conveniently fit into your patient's wallet. Since they are thermal, there is no ink to dry and will not smear. If you have the Dymo LabelWriter

Twin Turbo, you can keep Address labels on one side and Appointment Cards on the other.

<p>Walter R Thompson DDS Green Valley Dental Clinic 15723 N. Havenhurst Blvd #212 Phone (213) 555-0987</p>
<p>Patient Name: Halaynne Adams Your next appointment is scheduled for: Friday, September 19, 2014 at 09:20 AM If you are unable to keep this appointment, kindly call within 48 business hours to reschedule.</p>

Excuse Slip

You can now generate professional looking Excuse Slips for your patients. The Excuse Slip can be generated from the Appointment Scheduler, in which case the appointment date and time will be entered for you. It can also be generated from the Reports menu, in which case the date and time will simply be the current date and time. The doctor's name, patient's name, date, and time can all be edited before printing if desired.

New Relaxed Record Locking Makes It More Convenient for Multiple Users

If you have used Diamond Dental on a network you are aware that if one user has opened an account, other users are totally locked out of that account until the first user exits. The record lock applies to all the patients in the locked account, not just the patient who is currently being accessed. Version 4.9 has relaxed this strict record locking routine. When accessing a locked account, instead of being blocked, you are now simply warned that the account is locked, but you are allowed access into the account. You can browse through all the screens of the account for viewing purposes. You can also perform some very important functions. In previous versions, if you accessed an account to write Treatment Notes on a patient, you locked all other users out of that account until you have completed the Treatment Notes and exited the account. The same

<p>EXCUSE SLIP [REDACTED]</p>
<p>Walter R Thompson DDS 15723 N. Havenhurst Blvd #212 Los Angeles, CA 90112 Phone (213) 555-0987</p>
<p>This is to certify that Rory A Strawhacker (has/had) an appointment at this office for professional attention on: Monday, October 27, 2014 at 03:45 PM</p>
<p>Please excuse this absence.</p>
<p>_____ Walter R Thompson DDS</p>

was true if you integrated your digital x-ray program through Diamond Dental. While you are taking x-rays you are blocking other users from accessing any patient in that account, and x-rays can take awhile to complete. The same can be said for using the Clinical or Perio Charting programs. In Version 4.9 X-Rays, Treatment Notes, and Charting no longer block other users from accessing an account. You are free to go into the locked account and perform these functions. In addition, several other screen features are operable including the ledger and statement printing functions and patient emailing.

HIPAA Compliant Email

“Dear Robert, you have an appointment at 2:00 pm on Wednesday with Dr. Jones.” You may not be aware that this simple appointment reminder sent as an email via a non-HIPAA compliant email service such as Gmail is a violation of HIPAA law. As a health care provider you need to be aware of the requirements of the HIPAA law as it relates to transmitting patient information electronically and to protect yourself from steep fines as described by the HITECH Act. The Health Information Technology for Economic and Clinical Health (HITECH) Act provides a tiered system for assessing the level of each HIPAA privacy violation and, therefore, its penalty. The HIPAA law as it relates to ePHI (Electronic Protected Health Information) has become more stringent and the penalties and fines have recently increased. Not just appointment reminders but most email messages generated from a dental office would be considered electronic protected health information. Diamond Dental 4.9 now integrates with “MD OfficeMail,” a HIPAA compliant email service. MD OfficeMail has been tested with Diamond Dental and our email screens have been customized to accommodate special features of the MD OfficeMail program. The HIPAA compliant email messages you send to your patients also allows them to reply securely back to you, which is another requirement of the HIPAA law. You are breaking HIPAA law if your patient sends you an email that will be stored on a non-HIPAA compliant email server like Gmail. So HIPAA compliance is important for both sending and receiving email. All dental offices should only be transmitting emails through a HIPAA compliant email service.



Full CDT Descriptions and Explanations

Diamond Dental now integrates the full procedure code descriptions along with their associated explanation narrative, directly from the CDT 2015 code book from the American Dental Association. This is the dental code “Bible” that insurance carriers use, and it is to your advantage to see the procedure code descriptions that the insurance carriers see. Procedure Code explanations can be very helpful and can be anywhere in length from a short sentence to several paragraphs. Diamond Dental will display each explanation in its entirety. In all previous versions of Diamond Dental, the procedure code

Charge Entry

Exam X-Rays Prophy Amalgm Comp Crown Endo Perio ALL
 F/Dent P/Dent Repair Rebase Bridge Surgery Ortho Misc Explosion

Balance 371.00 Prim Max 0.00
 Due Now 371.00 Prim Ded 0.00
 BenPlan

Click or Enter to Select Procedure Code (CD not needed) Key Enter Enter
 D7111 - Coronal Remnants-Deciduous Search By: Code Key Enter Enter
 D7140 - Extraction-Erupted/Exposed Rt
D7210 - Surgical Extraction- Erupted Desc Surgical Extraction- Erupted Code D7210
 D7241 - Surg. Extraction- Complicated Tooth # 16 View Prim
 D7250 - Surgical Remove-Residual Roots Surface 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16
 D7270 - Reimplant Erupted Tooth Area 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17
 D7270 - Stabilize Displaced Tooth Fee 200.00 M O D B L M I D F L Clear Surface
 D7292 - Temp Anchor, Screw Retained Start Date 9/4/2012
 D7293 - Temp Anchor Device W/ Flap Finish Date 9/4/2012
 D7294 - Temp Anchor Device W/O Flap Doctor Arthur Kranston DDS Hygienist NA
 D7510 - I & D Abscess- Intraoral Donna Krill DDS Temporary Hygienist RDH
 D7511 - I&D Intraoral Complicated Walter Thompson DDS Kim Farnsworth R.D.H.
 D7521 - I&D Extraoral Complicated Sally Yablonskich RDH
 D7530 - Removal Of Foreign Body
 D7951 - Sinus Augmentation
 D7997 - Appliance Removal
 D7999 - Unspecified Oral Surgery Tx
 D9940 - Unspecified Oral Surgery Tx, Adult

Status: Done Started Proposed Finished

Full CDT Desc surgical removal of erupted tooth requiring removal of bone and/or sectioning of tooth, and including elevation of mucoperiosteal flap if indicated
 CDT Explanation Includes related cutting of gingiva and bone, removal of tooth structure, minor smoothing of socket bone and closure.

Date	Th	Surf	Code	Description	St	Fee
9/4/2012			D0210	X-Rays- Complete Series	D	135.00
9/4/2012			D0120	Periodic Oral Evaluation	D	36.00

descriptions you see pop up when you post procedures or print insurance forms is not the actual CDT procedure code description. Instead it is a 30 character abbreviation of the description that we developed. It is thirty characters because that is about all the space that we were allowed for printing descriptions on dental claim forms throughout the years. Thirty characters for a description is sufficient for many procedures, but it is definitely vague and misleading for many other procedures. You will now automatically see the full code descriptions and explanations directly from the CDT 2015 Code book every time you post a procedure. The new Charge Entry screen has been designed for easier use with keyboard or mouse. As procedures are selected their full CDT description is displayed along with the CDT explanation. Tooth number and surface may be typed in or use the always in view tooth charge and surface chart for quick selection with a mouse.

Just Added to Version 4.9

Several other newly added features are now available in version 4.9. Here is a brief overview.

Digital Xray button Now on Posting, Search, and Appointment Setter Screen

If you use Diamond Dental to bridge to your digital xray program, a button has been added to the Appointment Setter screen to launch your digital xray software. This is in addition to the already existing buttons on the Patient Search Posting screens.

Your Office Name, Address, and Phone Now Prints at the Bottom of Billing Statements

When the patient tears off the top of the Diamond Dental billing statement to mail in their payment, the remaining portion of the statement, the part the patient keeps, had nothing to identify it as a receipt from your office. That oversight has now been corrected.

Customizable Doctor Specialty Code

Some state Medicaid programs are now requiring doctor specialty codes that do not conform to the ADA standard. Version 4.9 now allows you to enter any specialty code you require up to 15 characters.

Combined Home, Work, Cell Phone Numbers Search

The Patient Search screen has changed. Previously, if you wanted to search by phone number, you were limited to a Home Phone only search. The Cell Phone and Work Phone numbers were not searched. Version 4.9 has a new All Phone Number Search. You enter a phone number and this new search will find the patient or patients who belong to that number. This new search will scan all phone number fields including Home, Work, and Cell phone numbers.

NPI Number and Patient Date of Birth on Drug Prescriptions

A new requirement is appearing throughout the country requiring the prescribing doctor's NPI number to appear on drug prescription forms. This has been added as an option in Version 4.9. We have also been having feedback the pharmacies are requesting that the patient's date of birth display on the prescription form, rather than the patient's age. This change has also been done.

New California State Law Compliant Prescription Form Printing

Diamond Dental now includes a special module for California users to print state approved prescription forms. There are both pre-printed (for Schedule II through V drugs), and plain paper versions. The approved pre-printed prescription forms are available from Medical-Forms.com.

Reprint Recall Button

Sometimes you need to reprint recall. You had a paper jam, or the recall cards were in upside down, or the power went off, or some other mishap. For whatever reason, sometimes recall needs to be reprinted. Unfortunately, because of changes made to patient records during printing, previous versions of Diamond Dental could print recall only once. If you attempted to reprint recall you would either get no patients printing or too many patients printing, but you would not get the same results as the original printing. To correct this problem we have added a *Reprint Recall* button to the Recall Printing screen. The program now stores all the details from your previous recall printing. To reprint recall just click the *Reprint Recall* button and you will be able to duplicate

your last recall printing job exactly. In addition, you can use this option to reprint recall in a different format. If you selected postcards but meant to print mailing labels, you can now do a reprint using the alternate format. If you successfully printed postcards but want a matching Recall Phone Report or labels to supplement your postcards, you can do that as well.

Hide Account Numbers on Appointment Schedule

We have been hearing this request from many of our users. You will now have the option of hiding Account Numbers from the Appointment Schedule screen and also from the Appointment Pin-Up Report which is often hung on the operatory wall. Some users feel it is a HIPPA violation and others just want the increased space on the schedule.

Social Security Numbers Encrypted on Patient Search Screen

The Patient Search screen has been modified to be more user friendly. This includes the new All Phone Number Search discussed above. In addition, to comply with HIPPA standards, the Social Security Number column displays Social Security numbers in an encrypted format such as “###-##-1234” where only the last four numbers are readable.

X-Ray Link and Treatment Notes No Longer Locks Account Access

The X-Ray Link button (to access your digital X-Ray software) and the *Treatment Notes* button on the Posting screen no longer lock the account. This allows one user to be taking X-rays or writing Treatment Notes while another user can access that same patient for posting.

Patient Street Address Field Lengthened from 30 to 40 Character Maximum

Several users have reported that the 30 characters allowed for entering a patient street address was not always enough. We have increased the maximum characters allowed for a street address from 30 to 40 characters and have modified mailing labels, recall cards, insurance forms, and other reports to accommodate the increased length.

Compatible with Windows 8.1, 8, 7, Vista, and XP

The latest version of Diamond Dental will operate under ALL Microsoft Windows versions including the new Windows 8 operating system. It also operates with XP, Vista, and Windows 7. Earlier Diamond Dental versions will NOT work with all versions of Windows.



Windows 8 Tablet Ready

Diamond Dental is now fully functional on the newly introduced Windows 8 Tablets. We like some better than others, so check with us before buying one. When the tablet is connected to its associated keyboard it operates just like a laptop. But when you lift the tablet off its keyboard you are free to roam the office with a powerful Windows 8 computer in your hand. Float from room to room. In one room, set an appointment for the patient. Go to the next room and post the patient's procedures and print an insurance form. Go to another room and set that patient's recall and enter her treatment notes. If you need a keyboard, pop up the tablet's virtual keyboard for text entry. Then return to your desk and put the tablet back with its keyboard and use it like any other computer in the office. These tablets



add a new level of functionality and convenience to Diamond Dental Software. We feel every office should have at least one.

New 2012 ADA Dental Claim Form

For the first time in six years, a new standard for the dental claim form has been introduced by the American Dental Association. The 2012 claim form has some significant changes from the previous 2006 claim form. Diamond Dental version 4.9 has this new form in both plain paper and pre-printed formats. Many insurance carriers are beginning to require that the new form be used before disbursing payment. Over time more and more carriers will require it, as has been the case with previous dental claim form updates. It is Diamond Dental's policy to never remove older claim forms from the program. Therefore, you will still have the ability to print all previous "legacy" versions of the dental claim form, going back as far as the 1994 version.

The image shows a sample of the 2012 ADA Dental Claim Form. It is a complex form with multiple sections. At the top, it says "ADA American Dental Association Dental Claim Form". Below that, there are sections for "PATIENT INFORMATION", "INSURANCE INFORMATION", and "DENTAL INFORMATION". The "DENTAL INFORMATION" section includes a table of dental procedures with columns for "DATE", "DENTAL CODE", "DENTAL DESCRIPTION", "UNIT", "DENTAL CHARGE", and "DENTAL STATUS". The table contains several rows of data, including procedures like "PERIODIC ORAL EVALUATION", "EXTRA-ORAL RADIATION", "PROPHYLAXIS", "FAMILY DENTAL SURVEILLANCE", "ORTHOPEDIC PALATE AND HIGH NOBLE DENT", "PROVISIONAL ANTERIOR PROSTHESIS", and "ENDODONTIC THERAPY ANTERIOR".

New 2012 Medical 1500 Claim Form

Besides a new dental claim form, there is also a new medical claim form. If you print medical forms, this feature is available with Version 4.9.

Other User Requested Improvements

Office Name and Address on Treatment Plan

The Treatment Plan printout which is usually given to the patient now includes your office name, address, and phone number using a similar format to the Billing Statement printout.

"Pending" on Billing Statements Made Optional

Unpaid claims that appear on Billing Statements that are sent to patients display the word "Pending." You now have the option to hide the word "Pending" if you desire.

Additional Password Protection

Optional password protection has been added to prevent a user from posting outside of today's date. The viewing and editing of Social Security numbers can now also be password protected. Access to the Direct Balance editing module where account balances can be modified has been moved to the Special Utilities screen where which can be password protected.

View Claims Screen Displays Remarks from the Insurance Claim Form

The View Claims screen is used to display pertinent information that was contained on insurance claim forms. Missing from that screen was the Remarks you may have added to the claim form. These remarks now display on this screen.

Proposed Button on Posting Screen Now Turns Red

Many users have mentioned that they have a hard time noticing that a patient has procedures posted as Proposed when they enter their Posting screen. The *Proposed* button did not look any different than any other button. In Version 4.9 the *Proposed* button now turns red and is very noticeable.