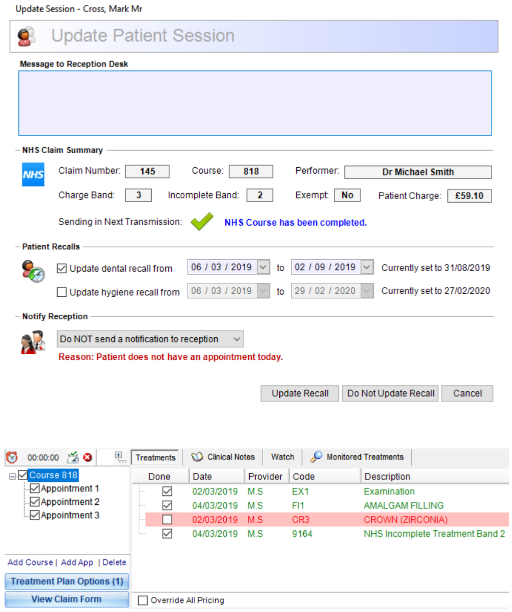
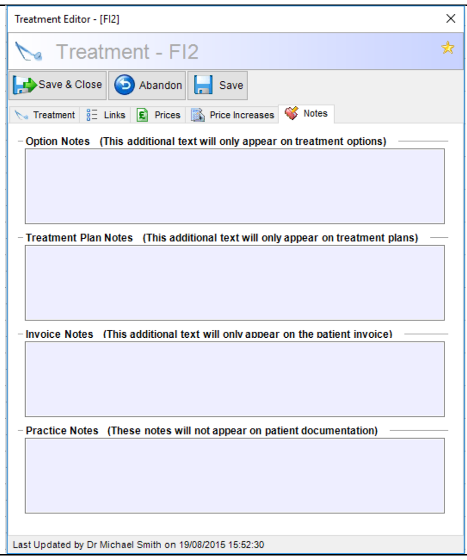
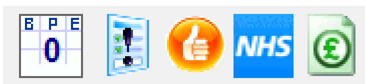
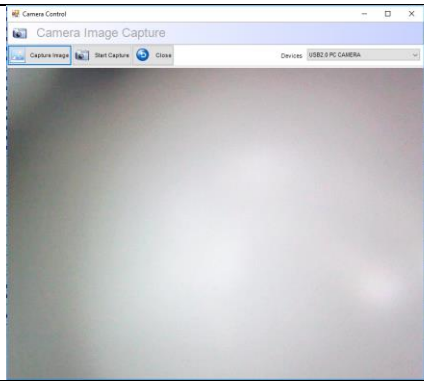
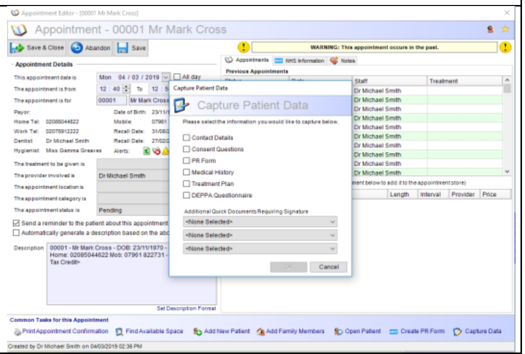
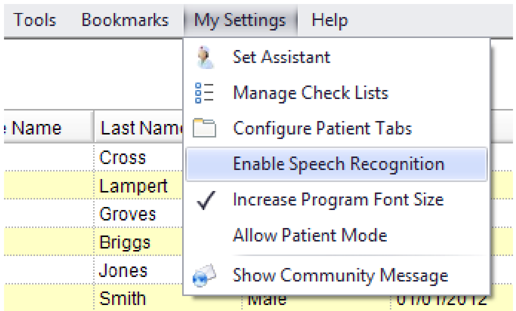
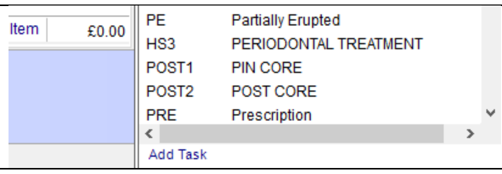
New Features, Bug Fixes and Updates for Version 4.3.1

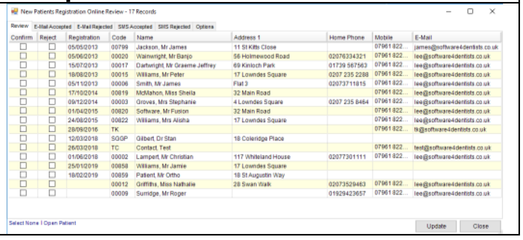
New Program Updates

Patient Record Updates

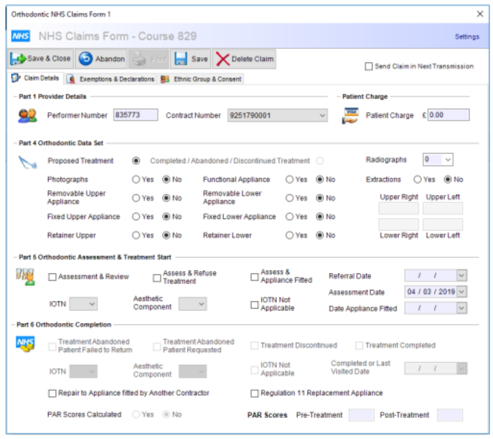
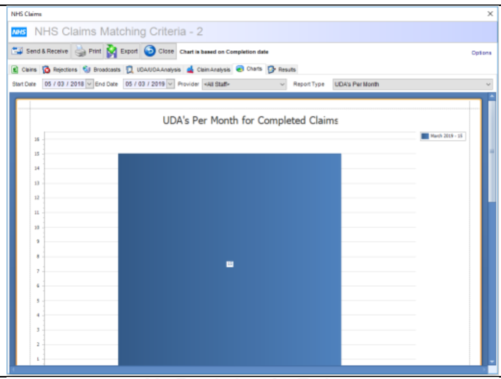
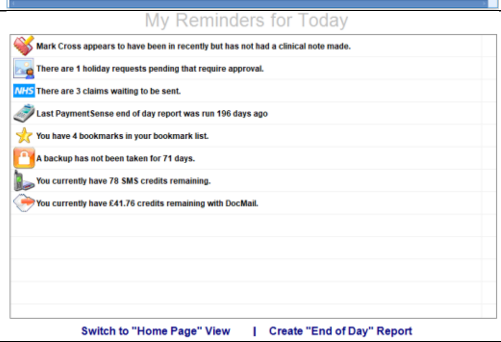
Description	How To Use	Example
NHS FP17 creation has been virtually completely automated. The only time it should be necessary to open the claim form is to select specific options such as "Prescription Only" or "Treatment On Referral". Standard claims that simply require a charge band or an incomplete band are fully automated. Please note: It is still necessary to create the Orthodontic FP17O manually as this requires performer expertise.	Chart the patient as normal adding whatever NHS treatments are required. When you save the record the "Update Patient Session" dialogue will appear which will give you a summary of the NHS claim so far, i.e. if you have completed a band 1 treatment and the patient needs to come back for a band 2 it will create a band 1 claim and add a charge to the patient. If the claim is complete it will notify you that the claim will be sent in the next transmission, otherwise it will tell you it won't be sent and why. In order to correctly calculate an incomplete band, simply double-click on any failed treatments to edit the treatment and tick the "Failed" box. If numerous treatments have failed you can right click on the course or the appointment on the left of the chart and select "Mark Incomplete Items as Failed". This will make them red in the chart and the claim will calculate the appropriate charge band and incomplete bands. Any exemptions should be pulled through from the details taken at the booking appointment stage. As always you can check on the FP17 by pressing the "View Claim Form" at the bottom of the course view. To view a brief overview of this new functionality please view video file 431_NHS_Claim_Tutorial.mp4	
There may be additional notes that you only want displayed on treatment plans and not on invoices or other documents. You can now add notes that are specific to certain documents.	Go to the "Treatments" database on the left and edit a treatment. Select the "Notes" tab to reveal the different note types you can add. If you add something into the "Treatment Plan Notes" these will only be shown on that document for the patient and not anywhere else.	
If a patient has no PR form created, an alert will show in the patient record alongside any other alerts the user needs to be aware of. Clicking on this icon will allow you to immediately create a PR form.	If the patient has no PR form an alert will display as shown as the second icon in the right hand image. Clicking this icon will immediately create the PR form.	

Images can be taken directly from a USB Oral Camera plugged into your computer.	Once the camera is connected, open the patient record and select the "Documents" tab. At the bottom of the grid you will see a new "Oral Camera" option. Clicking on this will display the image capture screen. Any camera's connected should be selectable on the right and you can capture an image by pressing the relevant button.	
Use of a tablet to capture patient information and signatures is now a lot smoother. Validating the identity of the patient no longer involves them typing or selecting from drop down, they can simply click buttons on the screen.	Automatic when using a tablet in "Patient Mode" to capture details and signatures from a patient.	
Patient contact details have been added as one of the options you can add to the tablet data capture in "Patient Mode", so the patient can verify their details are correct or add to them if missing mobile number or e-mail etc.	Open an appointment for the patient and click on the "Capture Data" link in the "Common Tasks" area. If you want to capture patient contact details tick that option in the dialogue that displays.	
Use speech recognition to help create your clinical notes or letters.	To activate speech recognition for yourself, first plug in your microphone and then select "My Settings" from the menu at the top of the screen and select the "Enable Speech Recognition" option. Now when you create a clinical note or open a letter template you can speak the words you want to appear. Please note, speech recognition is entirely dependent on: 1. The quality of your microphone. 2. The clearness of your voice. 3. The ability for Windows to recognise your words. To improve Windows ability to understand what you are saying, try training the system. To do this, in Windows go to the "Control Panel" → "Speech Recognition" → "Train Your Computer To Understand You Better". We recommend using Windows 10 or 8 to use this functionality.	
When in the patient record, if you want to add a task whilst doing charting you can now do so. In the past, you had to click off the charting tab in order to add a task (send a message) to someone.	When charting a patient, you will always see the "Add Task" facility at the bottom of the treatments on the right of the chart. Clicking on it will allow you to create a task as normal.	
When you are doing a base chart for a patient, if you add an implant to the chart it will automatically remove the tooth (i.e. make it missing) first before adding the implant. This makes the six point perio charting display the implant correctly.	Automatic when you add an implant to a tooth under a base chart.	

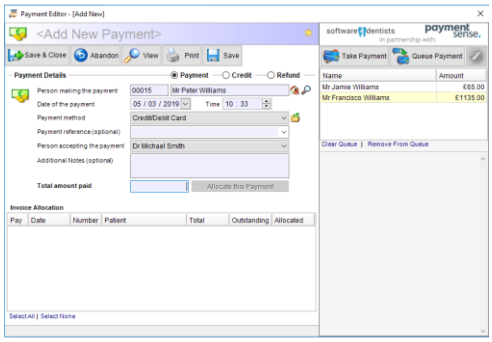
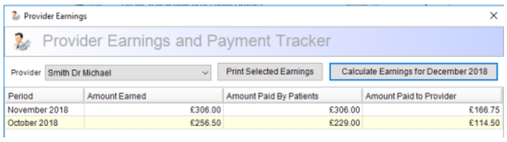
Appointment Updates

Description	How To Use	Example
For customers using the new "Online Booking System", there is an easy way to review any new patients that have signed up with your practice online enabling you to quickly send a welcoming sms or e-mail or to reject their application if necessary.	Open the "Appointment Diary" and from the menu at the top of the screen select "Appointment Diary" and then "New Patients Signed Up Online". The dialogue to the right will appear where you can define acceptance or rejection messages and send these to your new patients.	

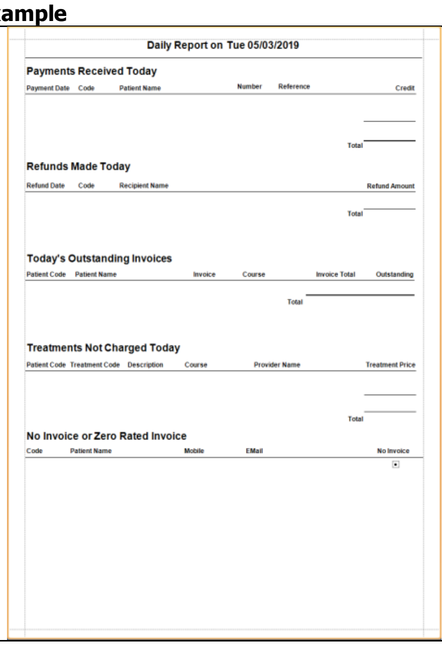
NHS Updates

Description	How To Use	Example
Complete revision of how FP17 claims are created. This new facility should virtually completely automate the claim form requiring little or no intervention from the user. Please see details in the "Patient Record Updates" section.	To view a brief overview of this new functionality please view video file 431_NHS_Claims_Tutorial.mp4	
New orthodontic rules will come into place on the 1st April 2019. These are: • NHS Number must have an entry, if there is no entry it must be zero filled – Automatically handled by software. • You must get "Commissioner Approval" for any adult patients starting treatment. • Orthodontic dataset must now be "Yes/No" options not a tick box. • Two additional entries for "Proposed Treatment" and "Completed/Abandoned/Discontinued Treatment" are required. • Orthodontic dataset includes Photographs. • Patient declined boxes for contacting by e-mail or sms. • Tightening of Aesthetic Component rules. • Two additional optional entries for displaying Pre-Treatment PAR scores and Post-TreatmentPAR scores.	Creating an orthodontic claim will display the new form. You will see the changes to the various areas reflected in this form. The software has been designed to follow the new rules so it should be impossible to get it wrong (i.e. you will not be able to create a claim if you have not got commissioner approval or the Aesthetic Component rules have not been followed for example).	
A useful charting area for your claims has been added in the NHS area. This allows you to quickly view charts based on the date and provider criteria you have selected.	Go to "NHS/Claims" at the top of the screen and click on the "Chart" tab. There are 3 charts at present enabling you to quickly monitor your personal monthly performance as well as the practice performance in general when it comes to either UDA's or UOA's.	
If you have your home page set to "My Reminders", any claims that have been transmitted but not responded to, i.e. either accepted or rejected, for over 3 weeks will be displayed on your reminders.	Automatic when you have your home page set to "My Reminders".	

Financial Updates

Description	How To Use	Example
If you use our "PaymentSense" card payment integration you will know that in the past you had to take each payment separately. This caused an issue for families where you simply wanted to take a single payment to cover multiple family members. This can now be done.	Create the payment for the patient in the normal way. If the patient is not the one paying, simply press "Queue Payment" on the right and they will be added to a payment queue which you will see displayed. You can add as many payment as you like to this queue from the different members of the family. Finally when you come to the patient who is actually paying, press the "Take Payment" button and any queued payments will be added to their payment allowing you to take a single payment from the card machine. All of this will be recorded in the transaction history in the box on the right of each payment.	
There has been some question over how you take a payment in Comart Dental using PaymentSense when the person is not present, i.e. over the phone. To do this simply follow the instructions on the right.	1. Add the payment as you normally would in Comart Dental and press the "Take Payment" button. 2. Press the "Menu" button on the card machine. 3. Type in the card number. 4. Type in the expiration date. 5. Customer Present – No. 6. Enter the 3 digit number on the back of the card. 7. For Postcode Nums and Address nums just press enter to go past them.To confirm press F4. The payment is then taken. There is no need to change modes on the card machine.	
When using the "Manage Provider Earnings" facility in the "Financial" area, you can print the financial earnings from the management screen.	Go to "Financial" on the left and select "Manage Provider Earnings". You can calculate the earnings for any provider in the usual way but selecting the "Print Selected Earnings" button will create a useful report for that month so you have a hard copy as well as a digital one.	

Miscellaneous Updates

Description	How To Use	Example
On the Home Page, the "End Of Day" report now has two additional functions built into it, these are "Refunds Made Today" and "No Invoice or Zero Rated Invoice", allowing you to better monitor the financials of the practice on a daily basis.	From the "Home Page", select "Create End of Day Report". All the data will display automatically for that day.	
If you are using a tablet in "Patient Mode" to capture details from the patient, if you turn off the tablet when still in patient mode, when you turn it back on and start Comart Dental it will still be in patient mode.	Automatic.	

Bug Fixes

Record	Description	Status
4.3.1.1	If you try to convert an option to a plan that has no treatments in it, an error occurs.	Fixed
4.3.1.2	When you create an e-mail using the built e-mailer, if you try to save the e-mail as a template for future use an error occurs stating the Site ID is missing.	Fixed
4.3.1.3	On reception, when you are dealing with one the green tags for a patient, if you select "Transfer Message to Pop-Up Note" it results in an error 91.	Fixed
4.3.1.4	If you try to e-mail an image by going to the "Documents" tab in a patients record, selecting thumbnails and right clicking on the image and sending with an e-mail, the image is not attached to the e-mail.	Fixed
4.3.1.5	If you make charting the first tab (under My Settings and Configure Patient Tabs), when you open a patient record it does not show the courses and treatments of the patient. You have to click on a different tab and go back to charting before they will appear.	Fixed
4.3.1.6	If a tablet is running in patient mode, if you log in as a specific user on the tablet and someone sends a task to you, the task appears on the tablet.	Fixed