



Choosing an Integrated EHR & Practice Management Solution

20 critical questions to ask
to avoid a costly mistake



The Company is as Important as the Technology

What is their corporate and financial stability?

Automatic Data Processing, Inc. (NASDAQ: ADP), with about \$11B in revenues and approximately 570,000 clients, is one of the world's largest providers of cloud technologies. Since 1949 ADP has provided business process outsourcing solutions to help clients focus on their core competency. You'll gain confidence knowing ADP is one of only four U.S. companies with a AAA rating, the highest credit rating assigned by Standard & Poor's. We are the only provider in our industry with this extraordinary level of financial stability.

Are they dedicated to ongoing product enhancement?

ADP spends millions of dollars annually to keep current on regulatory changes, such as ICD-10, as well as feature enhancements, functionality, security, and infrastructure of the AdvancedMD software suite. There are two dedicated development tracks for practice management software and EHR software.

Satisfaction Should be Earned Every Day

What will be my implementation and ongoing support experience?

You are assigned a team of experienced implementation managers to ensure minimal disruption to your practice workload and fast ramp-up time. You are taught in a step-by-step fashion so you can experience the workflow of each area of the application.

AdvancedMD customer service and support helps you become successful on all aspects of the software with free access to live, U.S.-based associates. Also included is an interactive "Best Practices" community forum. Both teams help you increase revenue more quickly through improved productivity.

Are "best practices" outlined to improve my billing performance?

AdvancedMD provides a step-by-step eBook, The AdvancedMD Training & Companion Guide to help

What are the contract terms?

Terms are month-to-month. A ten-day cancellation notice is appreciated.

Is my cost comprehensive and affordable?

As a cloud technology, AdvancedMD is a fixed, subscription-based software. This unique pricing structure gives you price predictability and freedom from separate clearinghouse agreements and expensive hardware and software commitments. Unlike client/server software, AdvancedMD updates have little impact on your operation. All technical aspects associated with software updates are managed for you, at no extra charge.

Can I select between in-house and managed billing services?

You can select to manage billing and collections with your in-house staff or through AdvancedMD medical billing services. Those who select the managed approach find ADP is able to 'plug' revenue leaks most practices didn't even know exist, instantly boosting monthly reimbursements. You are always free to make changes as your situation and needs change.

you apply a range of tools and reports found within AdvancedMD to monitor and optimize performance at each step of your billing process. Best when used in conjunction with the MGMA industry bestselling book.

Can the company support me to become a meaningful user?

Eligible Professionals are required to prove meaningful use of their EHR technology by reporting on 20 objectives (15 Core and an additional 5 Menu Objectives). AdvancedMD includes meaningful use reports and checklists to guide you and help you meet the criteria. AdvancedMD EHR is ONC-ATCB Certified.

Can I work from anywhere?

AdvancedMD is a cloud technology, giving you easy, remote access to your practice and patient records anywhere you have Internet access – home, hospital, remote clinic, or from the road. You can perform normal work functions remotely, with zero impact to your workflow, with the same or better performance you experience in the office. You gain real-time, remote access to your medical data and schedules, giving you ultimate flexibility anywhere you need to be.

Who manages my data backup?

ADP is one of the world's largest cloud technology providers. You can have complete confidence in your data storage and backup system that is managed within an enterprise-class operations center. The backup

processes and security procedures offer significantly higher HIPAA regulatory security compliance than what most practices can achieve with client/server software. You can relax knowing that your data is always safe from any threat or potential disaster to your office.

Clinical Workflow Should Improve Productivity

Will the EHR help me maintain or improve patient care?

With AdvancedMD you gain faster time-to-proficiency with specialty-specific eNotes that are easy to build, setup and modify by your staff. You can also utilize dictation with speech-to-text or handwriting recognition. A valuable component of AdvancedMD is that best practices are incorporated in the eNote for an optimal encounter process flow, while giving you the ability to easily make modifications specific to your needs.

Can I engage with patients online?

With AdvancedMD you can offer patients a secure, convenient online portal to communicate, schedule appointments, request prescription refills, as well as make payments with a credit card. Patients can send and receive messages to your office, view account balances, access their medical records, and request a future appointment. It's all maintained through a secure Internet connection that exceeds HIPAA security standards and helps you create a single, unified solution for unparalleled, paperless-office efficiency and staff productivity.

Can I trend and track patient data?

You can utilize AdvancedMD reporting to track a variety of data, such as flow sheets for specific patients or to lab results against diagnosis. The AdvancedMD enhanced productivity suite includes more than 300 standard reports as well as custom ad hoc reporting tools to help you accurately and quickly access patient data.

How can I use the iPad in my day-to-day activities?

AdvancedMD on the iPad is designed for EHR mobility and productivity anywhere you need to work. It works beautifully, anywhere and anytime you need access to patient information. You are able to manage patient requests easily and immediately. This means right away the AdvancedMD iPad app lets physicians attend to tasks even when away from the practice—from places like home, the hospital or a secondary office location. So when you complete a SOAP note, access patient history, labs or a variety of other clinical functions on your iPad, it happens within the AdvancedMD cloud with amazing speed and your entire system keeps track of everything you do.

Can doctors input charges as a part of the encounter?

Upwards of 10% of all paper super bills are misplaced before they make it to the billing process. AdvancedMD EHR allows physicians to document coding as part of the visit note with ICD and CPT lookup. This is a quick and accurate way to save staff valuable time and eliminates redundant, manual processes. You can make this process as automated as you want. It can occur in the EHR or practice management. Charge slips can be created based on specific visit types and utilize your frequent ICD and CPT codes. From scheduling the initial appointment to creating the electronic encounter, charges can be automatically generated.

Software Should Enable Performance Management

Are scheduling and claim submission easy to perform and learn?

A scheduling system is any old scheduler until you've used one that puts powerful advanced scheduling features logically into your workflow. The AdvancedMD scheduling module offers color-coded appointment types, recurring appointments, overbooking, wait list, cancellation tracking, as well as easy management of no-shows.

The AdvancedMD claim inspector runs more than 3.5M edits on each claim prior to submission. Specific issues are identified and tools are provided to quickly help produce a clean claim.

Are payer and governmental changes updated for me automatically?

It's difficult at best for any busy practice to keep on top of new medical rules, coding, and requirement changes as well as ICD updates. Most practices aren't in a position to dedicate office resources to that function. AdvancedMD has dedicated personnel to keep a vigilant eye for changes. The AdvancedMD cloud system is the ideal platform to rapidly deploy new updates, continuously and automatically. More than a hundred engineers and technicians make sure upgrades happen frequently and smoothly.

Is the clearinghouse integrated with support for my payer mix?

With AdvancedMD you are able to submit claims through an integrated clearinghouse that is tied to 1,400 major commercial payers with no additional contracts or cost. The process of setting up required payer agreements is managed as part of your setup experience.

Do the EHR and PM systems work together harmoniously?

Industry advisors recommend that rather than "bolt on" an EHR to your existing practice management system, implementing a complete, fully integrated system will achieve far superior results at lower cost over the long run. The integrated AdvancedMD solution – EHR, scheduling, billing, and patient portal – presents technology in a way that enables highly efficient workflow to optimize your practice. Quick, logical access to clinical, demographic and financial data as well as labs, meds and images eliminates application jumping, redundant data entry and paper for a truly seamless workflow experience.

What is my claims satisfaction guarantee?

The AdvancedMD claim inspector automatically scrubs each claim and identifies potential rejection errors prior to submission – saving hours of effort on tracking appeals and significant potential lost reimbursement. With a combination of comprehensiveness and effectiveness unique in the industry, AdvancedMD checks more than 3.5M edits for CCI, HIPAA, LMRP and carrier-specific exceptions, and returns detailed reporting on identified problem areas so they can be quickly corrected inside the workflow. As a result, practices using AdvancedMD routinely see their percentage of rejected medical claims fall – and stay – below five percent. Your billing success and satisfaction are guaranteed.

† Keegan, Deborah Walker, Larch, Sara M., Woodcock, Elizabeth W.,
The Physician Billing Process: Avoiding Potholes in the Road to Getting Paid (MGMA, 2004) xviii



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