

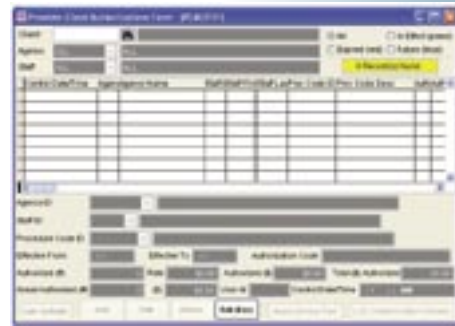
Claims Management

PM Tech's **Claims Management** module is specifically designed for Managed Care Organizations, Specialty Networks, and providers who want to monitor client service provision and dollars spent on treatment. Integrated with the Client Tracking and Billing module, our **Claims Management** module will track member eligibility, create and track authorizations, and process claims.

Client service authorizations can be entered manually, or created using the Client Level of Care (LOC) Determination Wizard. Authorizations can be created based upon units of service or specific dollar amounts.

The **Claims Management** module can report on a variety of items including Client Provider Authorizations; Claims accepted, paid, or rejected; and Claims Transactions.

The **Claims Management** module allows you to import the 837 from the provider organization to validate and adjudicate claims against existing authorizations. Each claim is reviewed with a recommended to be paid, rejected, or the claim is flagged as needing individual review. Once claims have been processed, those approved are sent to your account software's AP system for processing and payment. An electronic 835 is created to send back to the provider.



Provider Content Authorization

Scheduler

Keeping a tight, efficient, well-organized, flexible schedule is critical to maximizing service provision and revenue. PM Tech has partnered with SpectraSoft, one of America's best scheduler software companies, to bring you a completely integrated **Appointment Scheduler** where you can manage your most valuable resource (staff) more efficiently by color coding events such as meetings, appointments, vacations, physicians on site, as well as user-defined staff and resources.

SpectraSoft's AppointmentsPro scheduler is integrated with the Client Tracking and Billing module to make entering a client appointment simple and carefree. AppointmentsPro has a built in Authorization Tracking system which helps ensure you will get paid for all the services you are providing.

By marking an appointment as having occurred (patient has been seen), AppointmentsPro will create a service line item in the billing system of PM Tech's Client Tracking and Billing Module. This will save your billing department hours and hours of labor manually entering service encounter data into the system for billing. And, it improves accuracy of your billings to help ensure you are receiving every dollar you are entitled to.

CTB/Accounting Integration

PM Tech's **Client Tracking and Billing - Accounting Integration** module allows the user to extract Accounts Receivable and Accounts Payable data from the Client Tracking and Billing Module and import it directly into your accounting software's general ledger. Our **Accounting Integration** module also performs reporting functions on the A/R and A/P data so you know in advance what data you are transferring over to your accounting software.

PM Tech is able to create integration software for just about any commercially available accounting program including Microsoft's Solomon, AccountMate, and Quickbooks.

Utilization Management and Outcomes

PM Tech is pleased to announce the development of a new module - **Utilization Management and Outcomes**. In today's market, if you are not tracking your outcomes, or measuring service utilization, you are at a disadvantage. With PM Tech's **Utilization Management and Outcomes** module you will be able to:

Measure

Length of Stay, Staff Compliance and Productivity, Service Utilization

Track

Incident Reports, Client Grievances, Home Licensing Violations, Client Placements

Monitor & Report

Client Satisfaction, Quality Improvement Projects

Create User Defined Outcomes

Outcome Measurements will be defined and created by the user

And so much more.

Keep checking our Website for updates as this exciting new module is developed. If you would like to be in on the ground floor and assist with development of this exciting new product, call your PM Tech Sales Representative to discuss your interest and specific needs.

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practice management technologies

About PM Tech

Practice Management Technologies (PM Tech) is a software development company focusing exclusively on products for community mental health boards, behavioral health agencies, non-profit social services agencies, and private practitioners.

Our development team at PM Tech has over 30 years of behavioral health information management expertise and our implementation and training staff come from the behavioral health industry with actual hands-on experience. Implementation and training is an integral part of making any application work for your organization so we pride ourselves on having a superior product with superior training. We also pride ourselves on the development of our applications being "customer driven". We work very closely with our customers via user group meetings to discuss what changes/enhancements they feel are needed to be added to the applications.

PM Tech offers three product lines: **Visual CMH Office** (SQL and Windows versions available), **Visual Private Office** (Windows version only), and **Visual Front Office**, (designed for small offices or general medical practices). Each suite of products offers the user a "state of the art" software solution for Client Tracking and Billing, treatment planning, appointment scheduling, medication monitoring, service authorization, and claims management. Each module is designed to work in conjunction with each other, sharing information to eliminate repetitive data entry, or as a stand-alone application. PM Tech's products are currently in use by agencies accredited by JCAHO, COA, and CARF.

Available in both Windows and SQL 2000 versions, Visual CMH Office and Visual Private Office are completely integrated software packages designed to meet the needs of organizations of all sizes and complexity.

- Easily Customizable
- User Friendly Pull Down Menus
- Programs Interconnect to Eliminate Repetitive Data Entry
- State of the Art Billing Engine
- HIPAA Compliant



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Corporate Office: P.O. Box 1787 • Frankfort, MI 49635 • 231.352.9844

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www.pmtechweb.com

Client Tracking & Billing ■ Clinical Record ■ Claims Management ■ Scheduler ■ Accounting Integration ■ Utilization Management & Outcomes

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"As Systems Manager, I have found CTB to be user friendly. The support has met our expectations on an on-going basis."

Gerri Walker, Lincoln Behavioral Services, Detroit

"We have been using CTB for more than 10 years and are extremely satisfied with this program."

Lynn Yetman, Allegan County Community Mental Health

Visual Office Products

The following programs are available in both Visual CMH Office and Visual Private Office versions. While each of the modules can be used independently, they are fully integrated with each other to provide a comprehensive software package to meet the needs of organizations of all sizes and complexity.

For more detailed information, please visit our website at www.pmttechweb.com or contact the PM Tech Sales office.



CTB Client Reports

Client Tracking and Billing

PM Tech's signature software, **Client Tracking and Billing (CTB)** was designed by some of the most respected reimbursement staff in the industry. With easy to use features and our sophisticated billing engine, **CTB** has a proven track record of increasing the revenue of our users and offers superior performance in data collection, billing and reporting. This module is considered by many to be the best billing software on the market today and will even track service utilization and authorizations (a must in today's managed care environment).

The software is set-up to meet individual organizational needs and **CTB** takes care of the rest; billing services and aggregating data for reporting and funding purposes. Based on the number of insurances a client has and the priority you set them up as, the software will automatically bill the next insurance in line after the previously billed insurance's payment/adjustment information is entered into the system.

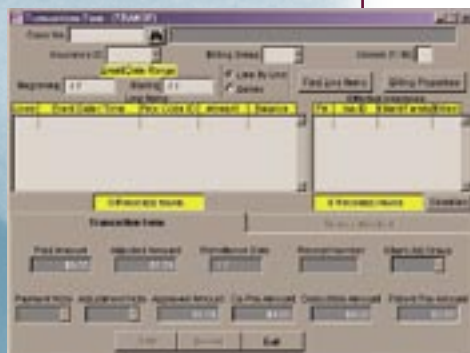
Client Tracking and Billing has an add-on module, Electronic Payment Processing (EPPM). The ability to bill services electronically is built into the **CTB** module. By adding the optional EPPM, you can receive claims information electronically from third party payers. The system will take the electronic invoice (HIPAA 835) and spread payments across the appropriate client accounts. Using EPPM improves your posting accuracy and saves you countless hours of manual claims entry.

Security and access to data is defined by each employee or by employee groups, ensuring client confidentiality and HIPAA compliance. Individual security settings can deny all access, allow read-only, or complete access allowing changes to be made. **CTB's** history function allows system administrators to track who has accessed the data and made changes.

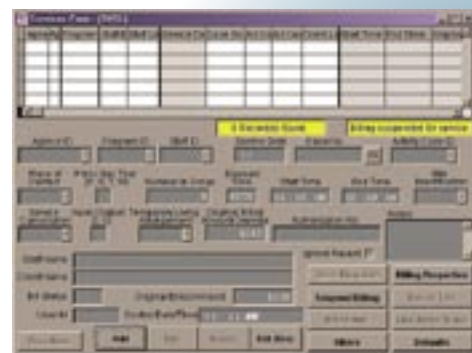
The CTB system has a strong billing engine and is easily adaptable with other systems.

We are effortlessly able to download data to our present network ASO.

Geri Walker Lincoln Behavioral Services, Detroit



CTB Transactions Form



CTB Billing Grid

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Clinical Record

Designed by therapists and case managers, PM Tech's **Clinical Record (CR)** is a fully integrated module which provides the clinician, case manager, ACT workers, residential services worker, nurse and physician with a state of the art tool which focuses them on the client's treatment goals and objectives.

CR provides an efficient system to document the treatment process from point of initial contact, through the intake assessment; treatment plan development including goals, objectives, and interventions; progress notes; status reviews; and termination of treatment. Utilizing the Person Centered Planning process, staff can document who participated in the care conference, and the strengths and needs of the consumer; ultimately resulting in the development of goals, objectives, and interventions.

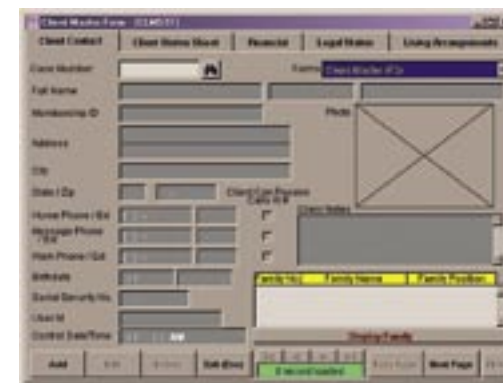
Assessments are completed and documented using a series of check boxes and narratives. Special assessments for suicide lethality, homicide lethality, and potential for violence, life skills, and substance abuse are linked to the main assessment and are incorporated as necessary or required. A comprehensive mental status evaluation is included as a standard tool for the clinician to assess the overall level of functioning of the clients. Assessments can be exported to a Word Document for editing and printing.

Progress notes are available for individual or group sessions. Group session notes can be created using a general note for all group members and individualized for each group member. Progress notes are linked to specific goals and objectives as required by JCAHO, COA, and CARF guidelines.

With the integrated medication module, you have the ability to properly track and monitor medications prescribed. The client's medication history, any allergies the client may have, treatment history including diagnosis, and clinical lab results are tracked. Reports available include a sophisticated client medication tracker and client reference sheet, and a complete medication history log for each client.



CR Assessment



CR Client Master



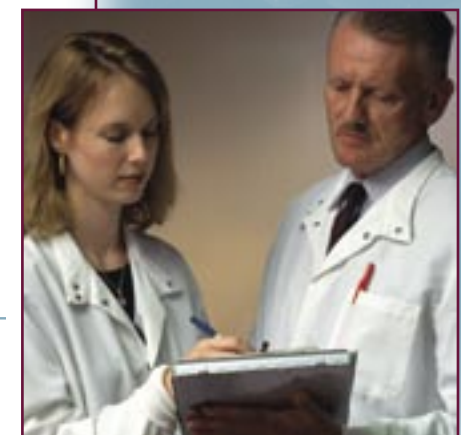
CR Diagnosis

Progress notes are available for group or individual sessions

Group session notes can be created and individualized

Multi-axial DSM IV diagnosing easily completed

GAS/GAF scores as well as level of functioning and outcome measures are also documented and updated through the Clinical Records module



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