



InfoCare Appointment Scheduler

Front-office solution for the busy practice

Easy to set up...

Set up "office hours": Set up the start and end times for each day of the week, including Saturdays and Sundays!

Set up appointment intervals: Set up the time intervals for your appointments—5, 10, 15, 20 minutes, etc!

Supports multiple providers: Schedules can be set up for each of your providers.

Supports multiple offices: Make appointments for multiple offices/locations/rooms.

Set up "reasons" for appointments: Set up the reasons for the appointments along with their allotted length of time.

Easy to create schedules...

Create schedules for each provider: Set up schedules for when your providers are available every day at every location.

"On call" and "Off duty": You can schedule providers to go "on call" or "off duty".

"Block" out times: It's easy to "block out" times for a provider so no appointments can be made during those times.

Mark holidays and vacation days: December 25, January 1, July 4... mark any number of holidays. You can even indicate when a provider is on vacation.

Easy to book, re-schedule and cancel appointments...

Two clicks to make an appointment: Yep, that's all it takes.

Capture valuable information: Besides identifying with whom the appointment is being made, capture essential information about that person, and other notes related to the appointment.

Fully integrated into InfoCare: When making an appointment for a registered patient, the patient's registration, insurance and authorization information are automatically displayed for convenient verification. Furthermore, with one click you can jump directly to the patient's ledger and billing information.

"Overbook" appointments: It's easy! Just select the time slot and click the Exceptions button.

Repeat appointments: No need to re-enter the same information!

Three clicks to re-schedule an appointment: Seriously. That's all it takes. Just select the appointment, hit "Move" select the new time, and viola! The appointment has been re-scheduled. You can even re-schedule to another provider and another location.

Two clicks to cancel an appointment: Select the appointment, hit "Remove". Why should it be complicated?

Appointments on 01/31/2003-Friday at location : OV1

Setup Search Another View Patient information of the highlighted appointment EXIT

Can add a note only on line showing Name. N-New patient, O-Other than a patient. F2 toggles between 3 views of the current line.

At	Fac	Docto	Nl	Name	For	NOTES	Home Phone	Insurance
08:45	OV1	NHM						
09:00	OV1	NHM		COBRIN, BETH	(60) EKG		(215) 934-3078	XACT
09:15	OV1	NHM		Continuing...COBRIN, BETH				
09:30	OV1	NHM		Continuing...COBRIN, BETH				
09:45	OV1	NHM		Continuing...COBRIN, BETH				
10:00	OV1	NHM	N	THOMPSON, THOMAS	(45) New patient		(410) 555-8888	
10:15	OV1	NHM	N	Continuing...THOMPSON, THO				
10:30	OV1	NHM	N	Continuing...THOMPSON, THO				
10:45	OV1	NHM						
11:00	OV1	NHM						
11:15	OV1	NHM		KENNEDY, ROBERT	(45) Extended Office V		() -	XACT MEDICARE
11:30	OV1	NHM		Continuing...KENNEDY, ROBE				
11:45	OV1	NHM		Continuing...KENNEDY, ROBE				
12:00	OV1	NHM						
12:15	OV1	NHM						

Navigation: Previous, Next, Weeks, **Calender**, Today: 01/31/2003, Print appointments, Superbills

Actions: Add a new appointment, Correct, Delete, Move, Repeat the highlighted appointment, Exceptions, Referred to, Close/Exit



Easy to view & navigate...

View provider & location appointments: View all the appointments for a specific provider or a specific location.

Move a day at a time: Previous and Next buttons are always on display to move a day at a time.

Move weeks at a time: Want to see the schedule 5 weeks into the future? How about 10? The Week button enables you to move forward even 10 weeks in advance!

Use the calendar: Do we need to explain any further?

And today is never far away: Regardless of which date's appointments you may be looking at, getting back to "today's appointments" is just one click away!

Easy to search...

Search for the next available opening: You make a lot of appointments. How are you supposed to know when there is an opening available? **InfoCare Appointment Scheduler** will let you easily find the next available open slot not only for a certain length of time (such as 30 mins), but also by a specific "reason", such as for an office visit or EKG.



Search for an existing appointment: Easily search for appointments made for new patients, registered patients, or other types of appointments!



Easy to start your day...

Print the day's super bills: Hit the ground running! Print all the super bills for the day's appointments with the click of a button.

Print the appointments for each provider or at a particular location. Plus, you can print all time slots or only ones with scheduled appointments!



Partner with a vendor that wants to work with you. To find out more about how we can help your practice, visit our web site at <http://www.iqsi.com> or contact us at (866) 403 - 6376.