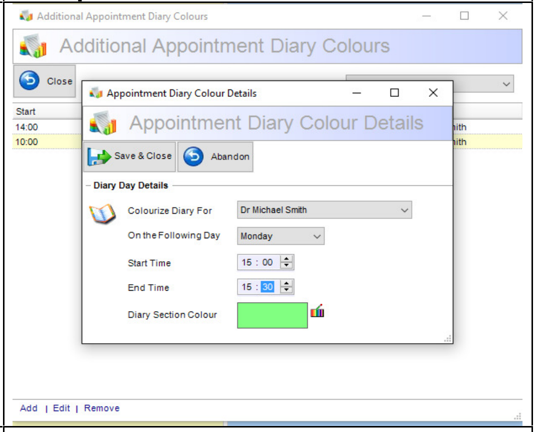
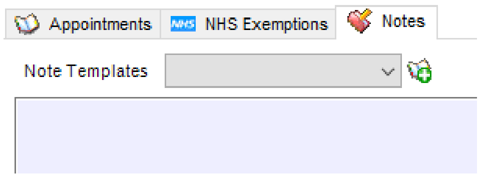
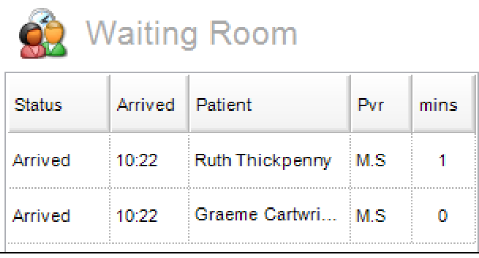
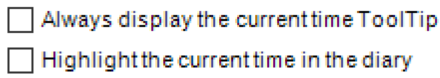
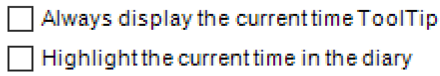
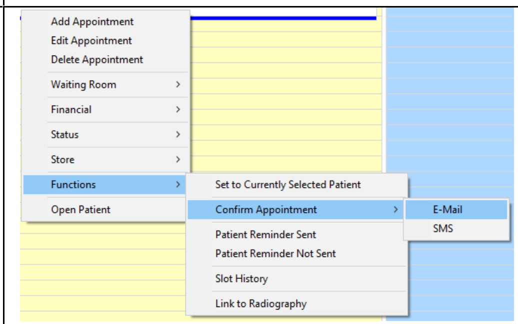
New Features, Bug Fixes and Updates for Version 3.8.0

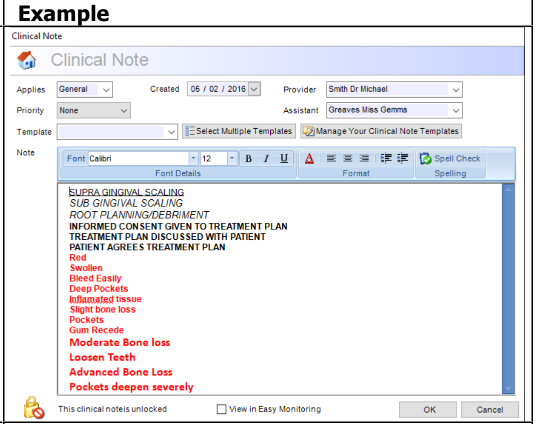
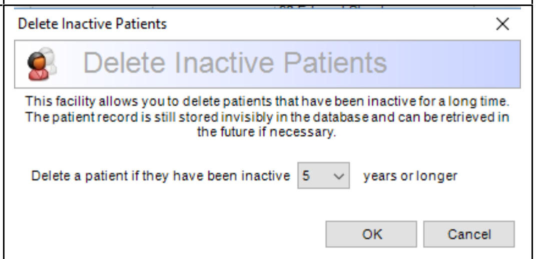
New Program Updates

Appointment Updates

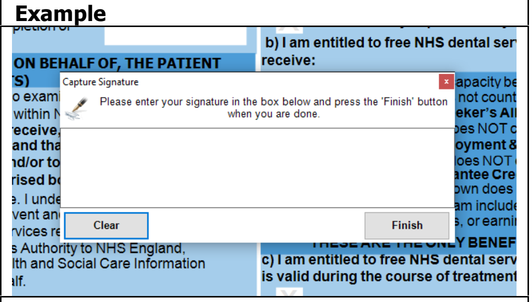
Description	**How To Use**	**Example**
It is now possible to colourize sections of the diary to make areas stand out for specific reasons.	Open the Appointment Diary and click on "Appointment Diary" → "Colourize Diary Sections" in the main menu at the top of the screen. Select "Add" at the bottom of this screen and then enter the details of the section of diary you want to colourize for each day and provider (please note the start time and end time are 24 hour clocks). Once you have entered all the relevant details press "Save and Close", leave the diary and go back in again and it will have set your colours as selected.	
In the appointment editor, instead of having to constantly retype commonly used notes in the notes section of the appointment, you can add templates and then select them from a drop down box.	Edit an appointment and click on the "Notes" tab. Click on the add symbol next to the Note Templates box. Select "Add New Note" and then enter a unique code that you'll recognize and the template text. Once you OK that box you'll then be able to select your template from the drop down box.	
The actual waiting time for each patient has been added as an extra column in the "Waiting Room" area on the appointment diary.	Automatic when viewing the waiting room.	
Some users find it hard to see the time they are currently on when booking an appointment in the diary, therefore we have added an optional current time tooltip in the diary that always displays the currently highlighted time.	Open the "Appointment Diary" and select the "Settings" tab on the right. Tick the "Always display the current time ToolTip" box and then you'll see the time under your mouse cursor whenever you move in the diary.	
You can make the diary highlight the current time with a red border around it if you want.	Open the "Appointment Diary" and select the "Settings" tab on the right. Tick the "Highlight the current time in diary" box and the current time will be highlighted for you in the diary.	
Rather than just printing an appointment confirmation you can now e-mail or sms the patient to confirm an appointment booking.	Open the "Appointment Diary" and select "Appointment Diary" from the menu at the top of the screen. Choose the "Appointment Confirmation Format" item and in there you can set up how you want the e-mail and sms to look when you send a confirmation to patient. Once this is set up, you can right click on any appointment, go to "Functions" → "Confirm Appointment" → "E-Mail" or "SMS". Of course the patient must have a valid e-mail or mobile number for this to work correctly.	

If you perform a "Print Confirmation" from an appointment that is today's current date, you can optionally print the confirmation with today's appointments on it. Some practices have requested this so the patient can prove they were visiting the dentist for school or work.	Automatic when printing a confirmation from an appointment which is today and has multiple appointment capabilities (such as appointment card multiple).	

Patient Record Updates

Description	How To Use	Example
Clinical notes are now completely formattable, allowing you to choose fonts, sizes, colours, text justification etc.	Create a clinical note and use the formatting menu to adjust the appearance of your clinical note.	
When entering a clinical note, the text box is now the default area for typing as soon as it's opened.	Automatic when adding a clinical note.	
Clinical Notes are now ordered by the date AND time in which they were entered rather than just by date. The latest clinical note will always appear at the top, with older one's appearing lower down in order.	Automatic when viewing clinical notes.	
You can quickly delete patients that have been inactive for a lengthy period of time.	Select "Patients" and then from the menu at the top of the screen select "Patients" and then "Delete Inactive Patients". From there you can automatically delete patients that have been inactive for n years. Please Note: Patients are never truly deleted from Bridge-It they are just made invisible to the user. Therefore if you "Delete" your inactive patients and then realize you have to access a deleted patients record, you can bring them back using the "Restore Deleted Records" function.	

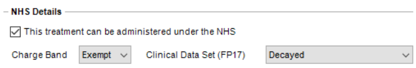
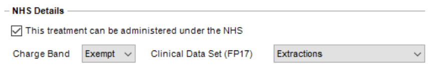
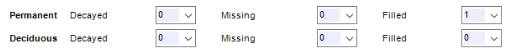
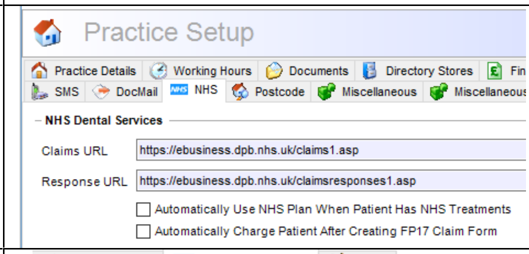
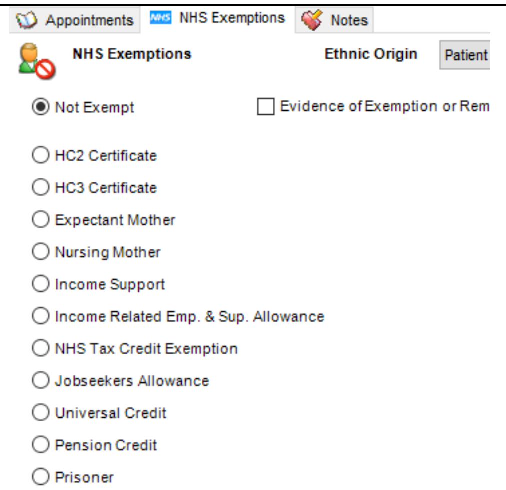
Document Updates

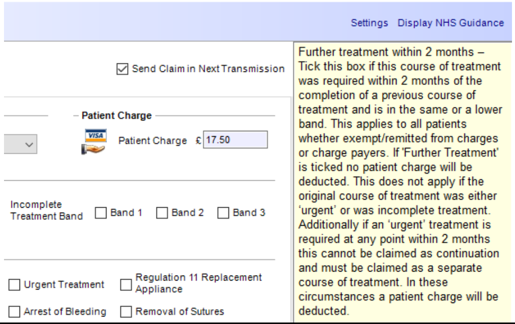
Description	How To Use	Example
When allowing a patient to fill in a document on a tablet, instead of having to sign on a separate signature pad, the patient can sign on the actual tablet. This will make capturing a patient signature far simpler and smoother in the future.	When the patient is finished filling in a form of any description, pressing the capture signature button will display a signature box that the patient can sign in.	
A PDF reader has been added to the program. In the past the software relied on an external PDF reader being installed, but now Bridge-IT opens PDF documents natively.	In the patient record under the "Documents'" tab, if you add a PDF document as an attachment and then double-click it to open it, you'll see the built in PDF reader appear.	

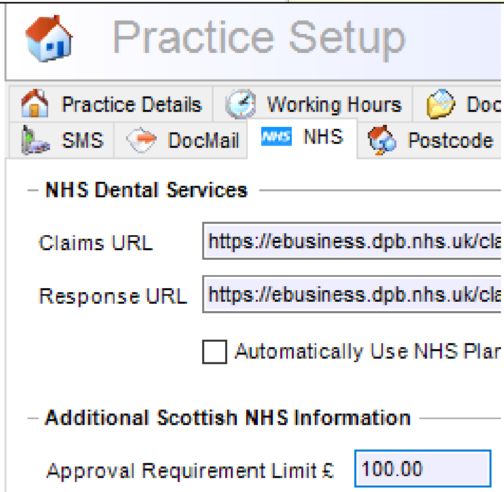
DOCX formats have been added to drop downs when adding documents to a patient record.	Automatic when adding documents to patient record.	
If you display the results of a batch of recalls or reminders that are sent, the date and time appears at the top of the summary screen so you know when that list applies for.	Automatic.	
A "Provider" has been added as an option when formatting the text for sending sms and email	Go to "Documents" → "Appointment Reminders" and select either the "E-Mail	

for appointment reminders.	Options" or "SMS Options" tab. You will now see	
When you create any SMS text message, the software will perform a check to make sure the mobile number is the right length to prevent credits being used and reporting successful when the patients mobile number is wrong.	Automatic. Assumes that all mobile numbers will be of a standard length (i.e. 11 characters in Britain).	

NHS Updates

Description	How To Use	Example
IMPORTANT NHS CHANGE – It is now possible to record the (D)ecayed (M)issing (F)illed status of the patient's current dental condition. The software will automatically calculate this for you however it is necessary to ensure your treatments are correctly set up in the treatments database so proper calculations can be made.	**STEPS YOU MAY NEED TO MAKE IN THE TREATMENTS DATABASE.** If you do not have a Caries treatment already, please create one with a unique code and description (probably Caries) and give it a graphic of "Tooth Surface". Under the NHS section make the changes as listed below.  You probably have a Missing treatment already, so edit it and make sure the graphic is set to "Tooth Extracted" and NHS details are set to:  If you do not have a "Missing" treatment or something similar for recording missing teeth please add one. To record Filled teeth, ensure that the clinical data set is correctly set for fillings, crowns etc so the software can identify when a tooth is filled.	
For practices where the dentist is expected to charge the patient after they have created an FP17, it appears that sometimes the dentist forgets to charge the patient. Therefore functionality has been added to automatically charge the patient after the FP17 is created on a completed course.	Go to "File" → "Practice Setup" on the main menu and then click on the NHS tab. You should see a new "Automatically Charge Patient After Creating FP17 Claim Form". If you tick that, whenever you create an FP17 or FP17O the software will initiate a "Charge Patient" as soon as you close the claim form.	
The Universal Credit exemption can now be used on the FP17.	Visit the exemptions tab either on an appointment or in the FP17 itself and you'll see the new Universal Credit option become available. If you know the patient's national insurance number you should enter it although this is optional.	
New design PR Form for 2016 has been added to the software for signing by the patient.	Automatic when creating a PR form from an appointment.	

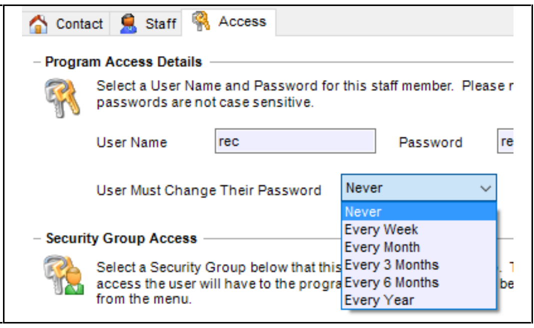
<table>
<tr><td>You can view the latest NHS guidance for filling in the FP17 form which appears to the right of the claim form.</td><td>In the top right hand corner of the FP17 form you will see a "Display NHS Guidance". You can turn this on or off by clicking on this link. Each user can choose to either leave the guidance turned on or off.</td><td>
</td></tr>
<tr><td>A flag has been added for the Scottish NHS that counts the treatment values at the planned stage and if goes above £xxx.xx then it raises a "Requires approval" flag.</td><td>Go to “File” → “Practice Setup” on the main menu and then click on the NHS tab. You should see a new “Approval Requirement Limit”. Enter the value in there above which you will need approval.

Now whenever you are entering treatments at the planned stage into a patient’s course of treatment, the program will notify you to get approval once you exceed the limit you entered.</td><td>
</td></tr>
<tr><td>When you mark a claim as deleted it no longer appears in the UDA analysis area of the claims area.</td><td>Automatic when doing “UDA/UOA Analysis” under “NHS” → “Claims”.</td><td></td></tr>
<tr><td>If a claim is rejected because of already having been received and is in process it will not be marked as rejected to prevent the user from sending the claim yet again. For example, claims rejected because of the reason "CLAIM ALREADY RECEIVED. IF YOU WISH ORIGINAL TO BE DELETED AND THIS CLAIM SUBSTITUTED, PLEASE RETRANSMIT USING THE SCHEDULE QUERY INDICATOR.” will no longer be marked as rejected.</td><td>Automatic. If WebEDI server says claim is rejected because it has already been received it is just a matter of waiting until the original claim is processed so it is moved into the "Accepted" area. There is no reason to send it again.</td><td></td></tr>
</table>

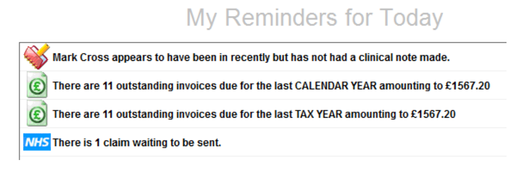
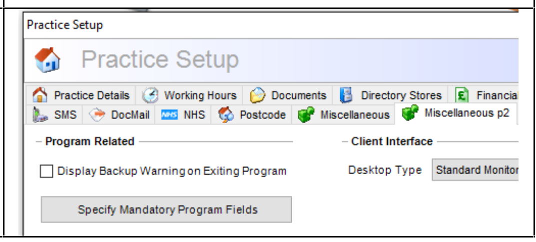
Better rejection message interpretation has been implemented. For example in the past a claim may have been rejected by the WebEDI server with the following message: "parsing error: maxLength constraint failed. The attribute: 'nino' has an invalid value according to its data type.". This meant little to a user and so was hard to fix. Now the software will interpret this message as "Rejected: Please check the patient's national insurance number as it is an incorrect length.", which is a lot more meaningful.	Automatic when receiving rejections from WebEDI server.	

Staff Updates

Description	**How To Use**	**Example**

To increase security, you can force a user to change their password every set number of days.	Open the staff member by selecting "Staff Members" on the left hand side and editing one of them. Click on the "Access" tab and you'll see the option to force a change every <xxx> days.	

Miscellaneous Updates

Description	How To Use	Example
On the "Home Page", if you have the program set to display "My Reminders", an extra reminder type has been added which looks at patients that have recently been treated at your practice but have had no clinical notes made in their patient record.	If you want to see the "My Reminders" area on your home page simply select "Switch to My Reminders View" in the bottom right corner of the "Home Page".	
Added security tasks to lock down editing treatment provider or even editing treatment at all in chart.	Go to "Security" on the left hand side of the screen. If you do not want to allow a security group to edit the charted treatment or make changes to the provider simply remove these tasks from the group.	
Software is now compatible with multi-screen setup's.	Automatic.	
Added "Manage Block Appointment Slots" to security tasks so you can prevent users from being able to change blocking areas in the diary.	Go to "Security" on the left hand side of the screen. If you do not want to allow a security group to change appointment blocks, simply remove this task from the group.	
Appointment Category and Treatment Category can now be made mandatory fields when editing an appointment.	Open "FIle" --> "Practice Setup" and go to the "Miscellaneous p2" tab. Press the "Specify Mandatory Program Fields" button and you can tick these new fields in there if you want them to be mandatory.	

Report Updates

Description	How To Use	Example
Added patient group to the filter of the treatments performed report.	Automatic	
Added the patient name to the x-ray report so you can see who's had an x-ray and possibly when.	Automatic	
Mobile number now appears on "Patient List" report.	Automatic.	
Date of Birth has now been added to the Treatments Performed report filter as a request was made to view number of treatments by type according to peoples ages.	Automatic.	

Bug Fixes

Record	Description	Status
3.8.0.1	Converting a contact to a patient results in an error when you try to save the patient record.	Fixed
3.8.0.2	Converting an option to a plan fails with an error 91 if there is no appointment in the course.	Fixed
3.8.0.3	When you click to show previously opened patients in top right hand corner of an appointment, there is no scrollbar so you can't see beyond the first 10 patients or so.	Fixed
3.8.0.4	Creating a mailshot based on a person's age is not working correctly. It should be based on a range so you can select "date of birth within 7 days" etc.	Fixed
3.8.0.5	Occasionally an error occurs for specific users when logging into the program because the software does a faulty check on the recently viewed patients.	Fixed
3.8.0.6	If you enter a space into a patient's national insurance number, when you send NHS claims, they can be rejected because of an "Invalid NI Entry"	Fixed
3.8.0.7	If any items in a course are marked as failed, the program still thinks the course is open.	Fixed
3.8.0.8	Incorrect calculation of last year's outstanding invoices on home page when viewing "My Reminders".	Fixed
3.8.0.9	If you try to send large numbers of e-mails through certain e-mail providers the server will error and stop the program sending any further mails in that batch run.	Fixed
3.8.0.10	When you void an invoice that has a different invoice recipient it only voids one of the invoices not the one to the recipient.	Fixed
3.8.0.11	If you minimize the program, any tasks that display appear in the top left corner of the screen and cannot be seen or moved.	Fixed
3.8.0.12	When an item is charged, if you make a provider inactive in the future, they do not appear when editing a treatment item in the chart so the provider box is blank.	Fixed
3.8.0.13	When you cancel an appointment by right clicking and changing the status you can duplicate this to other appointments for the same person on the same day, however if you open the appointment and cancel from there it does not give you the option to duplicate the cancellation.	Fixed
3.8.0.14	When you select the patient's ethnicity from the appointment, it does not get pulled through onto the PR form dialogue and you have to choose it again.	Fixed
3.8.0.15	If a claim is created within two months and the program automatically sets the "Further Treatment within 2 Months", the price to the patient is not calculated correctly if they are exempt.	Fixed
3.8.0.16	On some reports the list that appears in the report filter boxes is not in alphabetical order.	Fixed
3.8.0.17	When sending a plan or estimate from the "Documents" tab of the patient record by e-mail, the "e-mail to" field is not automatically filled in.	Fixed
3.8.0.18	If you enter a discount percentage manually in the treatment editor then tab out, the value of the treatment is not changed.	Fixed
3.8.0.19	Staged treatments that use "Upper/Lower Jaw" as their pricing structure wrongly calculate the treatment price as zero for all stages except the last one.	Fixed
3.8.0.20	When you are creating treatment options, if you right click on either the appointment or the whole option and set a discount, the net price is incorrectly calculated.	Fixed