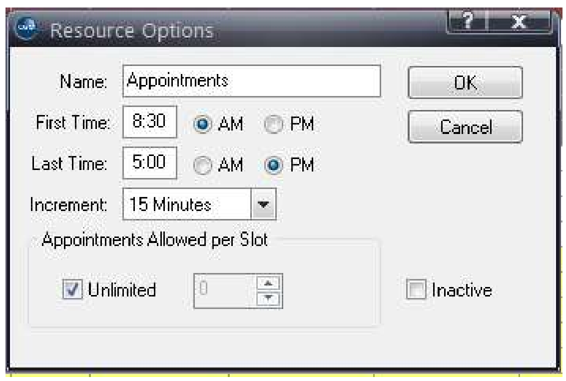
Lytec 2024 Updates

Move Credits

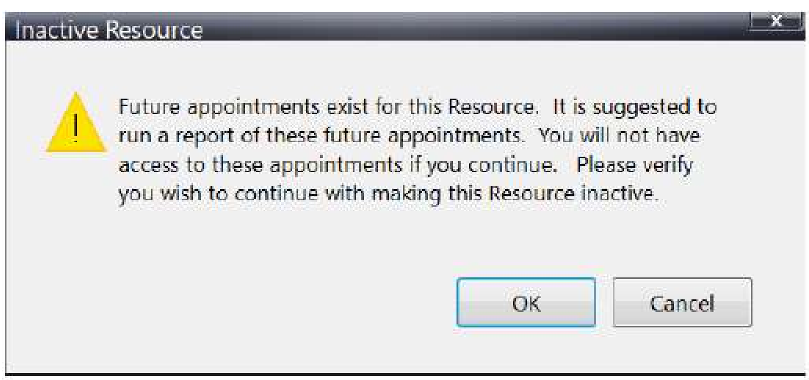
The F2 function in the Move Credits screen now functions as the Post button.

Resources

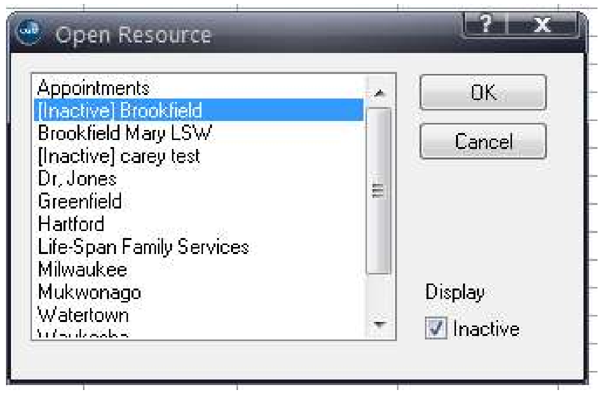
Resources can now be inactivated. To inactivate a Resource, select that resource to show in the scheduler and then click Resource > Resource Options. Click the Inactive box.



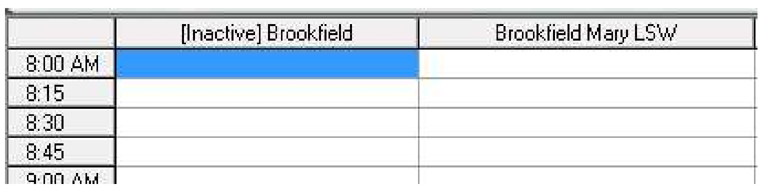
If the Resource has future appointments on it, you will receive the following pop up:



Once a resource has been inactivated, you can no longer schedule appointments on it. You can still cut, copy and delete appointments on an inactive resource. The resource will also show up in lists as [Inactive]Name, so it can be easily seen. You can click to display the inactive resources in the list, if needed.



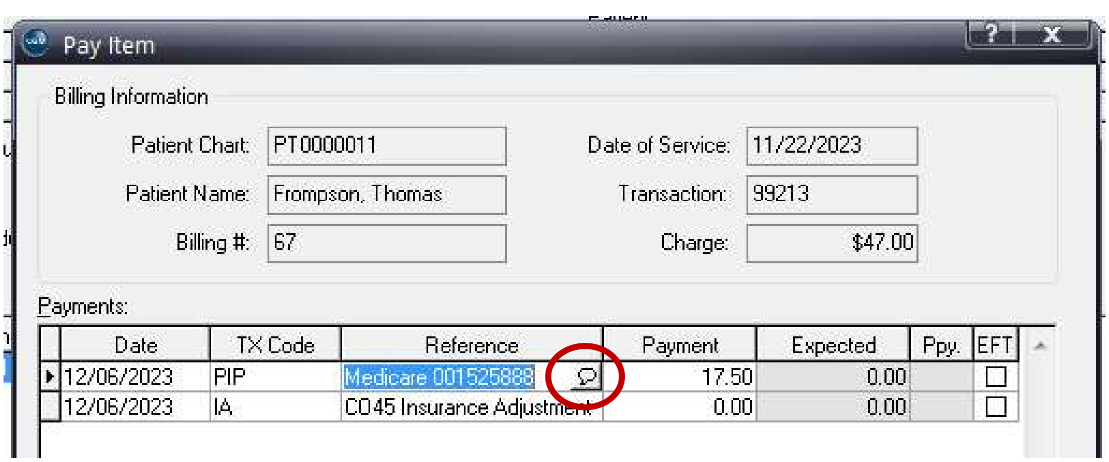
An inactive resource will not show up in the multi-resource view. If a custom view has the inactive resource within it, it will show up as [Inactive]Name.



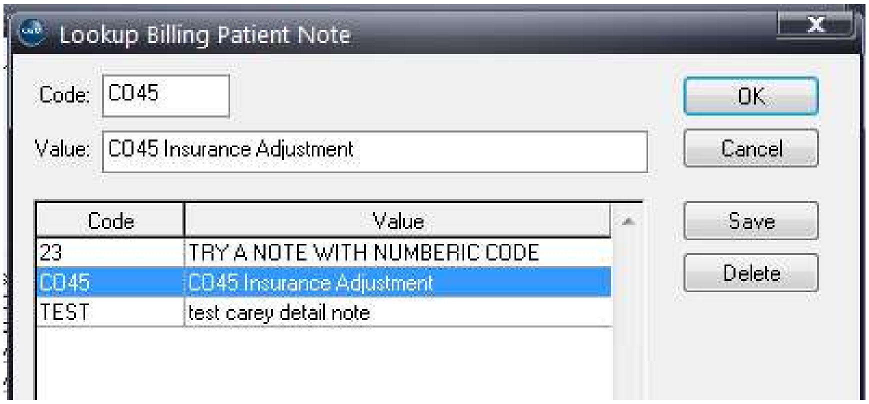
Under the appointments tab for a patient, an inactive resource will be red and show [Inactive]Name.

Reference Note

You can now add and save notes from the Pay Item screen within Charges and Payments. In the Reference field, click the note icon to bring up a list of existing notes, or save the note entered.



The note list is the same list used in the More Detail screen. The saved notes can be used from both fields on the bill.



The notes are also available from the Pending Transaction screen.

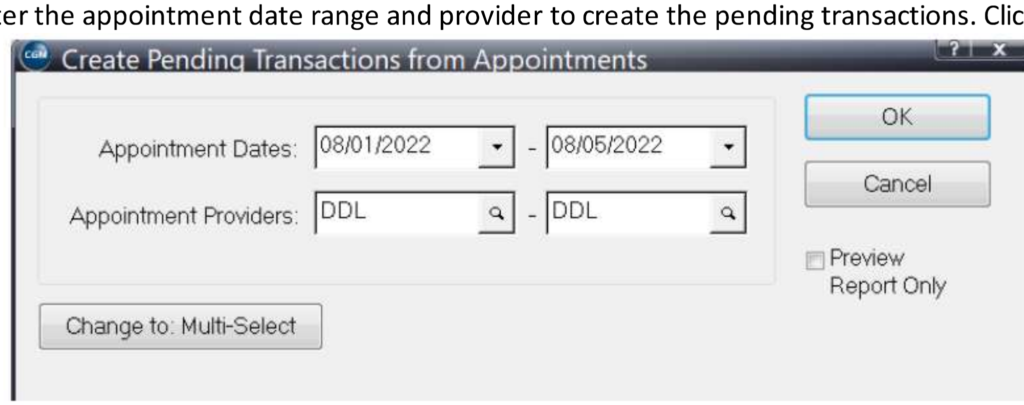
Pending Transactions from Appointment

A pending transaction can be created from an appointment if the appointment status is changed to 'Completed' and procedure codes are included on the appointment.

If an appointment is cut/copy and pasted, the pending transaction that has previously been created will remain unchanged.

A new option has been added to the Billing Menu. Pending Tx from Appointments.
Permission will need to be added to the users that intend to access it.

Enter the appointment date range and provider to create the pending transactions. Click OK



When creating the Pending Transactions, an exception report can be printed or previewed to review the appointments that need to be corrected. The status column on the report will show you which appointments need to be corrected for it to create a pending transaction.

Pending Transactions from Appointments - Exception Report

ELIGIBILITY Lytec

Appt Date	Appt Time	Chart	Patient	Provider	Tx Code	Status
09/08/2022	01:00 PM	AUDET0000	AUDET, LIETTE B	ROBERT LEER MD	99214	Pending
09/08/2022	01:30 PM	BESTRY0000	BUCKINGHAM, HOLLYWOOD B	ROBERT LEER MD		Completed

A Pending Transaction Status can be added to the scheduler layout to see if a pending transaction has been created or if there was an exception that needs to be addressed.

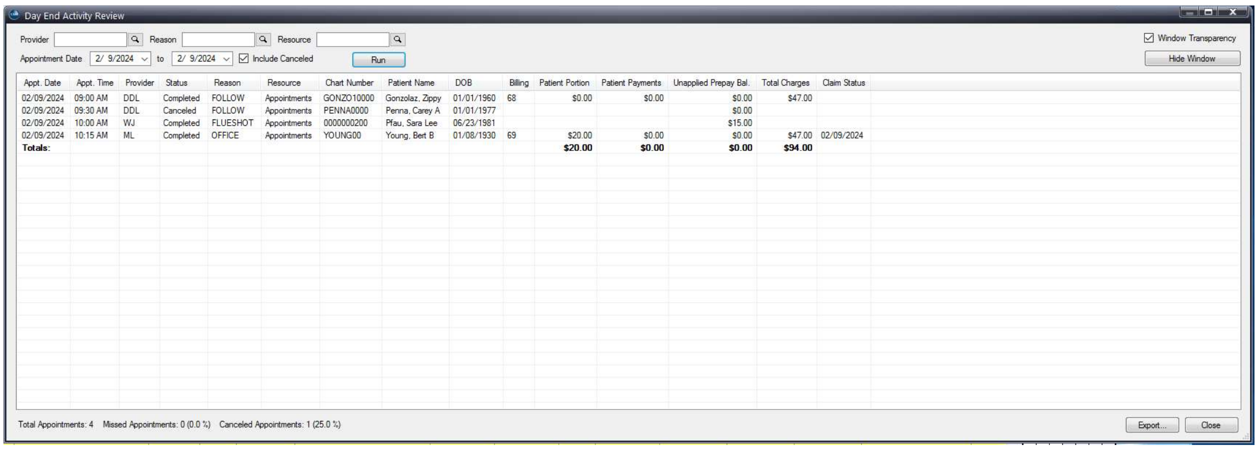
APPOINTMENTS, Thursday, September 15, 2022

	↓	Appointment	Status	Reason	Pend Tx Status	Tx Code	Linked Proc Code
10:45							
11:00 AM							
11:15							
11:30							
11:45							
12:00 PM							
12:15							
12:30							
12:45							
1:00 PM		DOLLY BOWLING	Completed		Created	90630	
1:15							
1:30		LIETTE AUDET	Completed		Created	99215	
1:45							
2:00 PM		MILES FAWTHORP	Confirmed		Exception	99214	PHYS
2:15							
2:30		CLAIRE LONG	Completed		Created	99204	
2:45							
3:00 PM							
3:15							
3:30							
3:45							
4:00 PM							

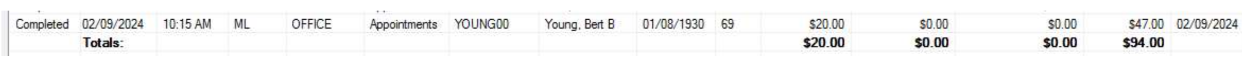
Day End Activity Review

The Day End Activity Review provides a quick list of appointments for the day, their status, and billing details associated with that appointment. It alerts the office to possible missed patient payments or a bill that has yet to be created. To run the review go to Billing > Day End Activity Review

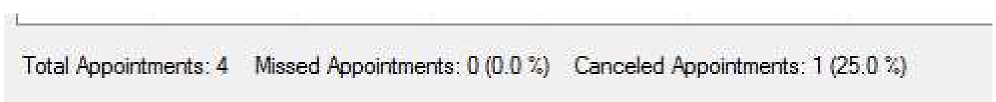
The Preview allows you filter by Provider, Reason for Visit and Resource. Additionally, you can select a day other than today's date, if needed. The columns on the report are Appointment Date, Appointment Time, Provider on Appointment, Status of Appointment (can include or exclude Canceled visits), Reason for visit, Patient Chart number, Name, and Date of Birth. If a bill was created for the appointment, it will show the bill number, and total charge amount. If a patient payment or prepayment was entered, this amount will be listed as well. If the bill was sent, the sent date appears in the Claim Status column.



A total will be listed after the last appointment.



On the lower left side of the window, you can view a total count of appointments, missed appointments and canceled appointments.



The report can be exported as a csv file but not printed. The patient name will be color coded if patient tags are utilized.

The review is interactive, so a user can right click on a patient and open the patient's appointment, demographics or the Charges and Payments window


Open Appointment
Open Patient
Open Charges and Payments