

Crossfire User Meeting 2016

Thursday 11/10/2016

Schedule	Class Name
9:00 - 12:00	Documents Workshop - Dive into Documents in detail covering how to customize contracts, treatment plans, adding custom bookmarks, how to send out mass communications from reports, and so much more.
12:00 - 1:15	Lunch
1:15 - 5:00	Documents Workshop Continued



Breaks will be given during workshop as necessary.



Crossfire User Meeting 2016

Friday 11/11/2016

Schedule	Class Name	Class Description
7:30 - 8:00	Breakfast & Registration	
8:00 - 8:30	Welcome and Introductions	Introductions and Oasys presentation showcasing all the new features Oasys now has to offer!
8:30 - 10:00	Inflow/Electronic Messaging/New Treatment Card	Explore the benefits of taking your practice to the next level with Crossfire Inflow and CrossfireTXT. Learn about the new patient portal system which allows your patients and responsible parties the ability to log into their information from the web or app. Learn about the new appointment reminder scheduling system which will allow your office to put your appointment reminders on cruise control. With the ease of sending electronic messages from scheduling, reports and imaging. A comprehensive messaging ledger is now available, which accounts for every message sent to your patients, responsible parties, and dentists. Be prepared to get excited about Crossfire Inflow and TXT. In this class, we will also show you how to utilize the robust new Treatment Card with graphical toothchart.
10:00 - 10:15	Break	
10:15 - 12:00	Scheduling	Oasys Scheduler is the most powerful tool at your disposal for running your office at its maximum potential. This course will take you through configuring the Scheduler and highlight all the customizations the Scheduler has to offer so you can tailor it to fit your office's needs. To achieve the full benefits of learning the Scheduler from top to bottom, make sure you also take the Using Scheduler class. Oasys Scheduler offers a full range of scheduling options, from the most basic patient scheduling, to the most advanced searches to help you keep your practice running at top efficiency. We will also cover many of the new benefits the Scheduler has to offer, such as the ability to send electronic messages to your patients scheduled. This class is a must for those looking to get the most out of Scheduler!
12:00 - 1:15	Lunch provided by Oasys	
1:15 - 2:30	Patient Flow	One of the most important aspects of your practice are your patients. Learning how to properly use Oasys to increase the efficiency of the time a patient spends in your office, is what the class is all about. Another exciting product we will cover is our Auto-patient check-out. Oasys has statements from doctors where Auto-patient check-out has reduced lines at the front desk by saving valuable staff time checking patients out.
2:30 - 3:45	All About Workflows	In the world of business, efficiency can be defined as the ability to produce a desired effect or product with a minimum of effort, expense, or waste. Efficiency is an important factor in determining the productivity in a practice. We will share tips and tricks for utilizing the aspects of Oasys that will allow every team member to perform their tasks in the most efficient manner such as Workflows, even using if-then logic within the Workflows. This class will cover how to configure and customize your workflows to achieve this efficiency.
3:45 - 4:00	Break with Refreshments	
4:00 - 5:00	Tasks/User Information	The best patient experience can occur if your staff is all in sync. Interoffice communications is becoming more of a challenge as we strive to provide more personalized service for our patients. In this class, we will show you how to use Task Administrator and User Assignments to make sure that certain situations are handled in a timely manner by the appropriate staff. We will also cover Conversations and Reminders in full detail. Many new changes and enhancements have been made to the User Information module and the Patient Information Module. In this class we will explain and examine in detail the changes. We will also show you how to use the time clock, setup proper securities, system setup, how you can use the Oasys support website, the new Oasys Support Portal, and Facebook user group to communicate with other users and our support team.



Crossfire User Meeting 2016

Saturday 11/12/2016

Schedule	Class Name	Class Description
8:00 - 9:20	Documents	Generating documents is not only practical, but easy to do with Oasys. You can use any of the documents that are included with the system, edit these documents, or create your own from scratch. In this class we will learn everything documents can do within Oasys. We will look at how to e-mail your documents from Oasys. We will also cover batch printing, e-signature, emailing documents, and the new PDF function of the documents system. We will cover how to use the Document Builder to create, edit, and clone documents. We will walk through all the custom configurations in order to get the most out of your document communications to your patients, dentists, referrals, responsible parties, and other professionals.
9:20 - 10:30	 Reports	Learn how to check the pulse of your practice with this informative session. This class will demonstrate the proper way to generate both financial and clinical statistics for your practice, as well as give you the tools you need to run them yourself on a monthly basis. Oasys includes an outstanding array of reports designed to help you efficiently track your past and future appointments. We will look at the various types of day sheet reports, each detailing information useful in different parts of your practice. We will review reports tracking future and past appointments, reports that track patients without valid appointments, and other useful reports designed to help you keep a well-balanced and productive schedule in your practice. This is a great class for the financial staff, doctors, and office managers. Learn how to configure your current reports to enhance your practice tracking and how Oasys can create customized reports to meet every individual office need. We will show you how to create various types of day sheet reports, each detailing information useful in different parts of your practice.
10:30 - 10:45	Break	
10:45 - 12:00	Contracts and Financials Part I	Start patient contracts off right! This class will cover the correct ways to set up different types of contracts and proposals. Learn how to handle insurance portions and multiple responsible parties. This session also covers the things you need to know about electronic drafts and our Transfirst integration.
8:45 - 10:15	Treatment Card	Learn to design your own perfect treatment card. Oasys' easy to use Treatment Card editor allows you to devise a comprehensive electronic charting system that will enhance productivity and increase interoffice communication. We will show you step by step how you can create multiple treatment plans and how to take advantage of Oasys' ability to powerfully integrate charting information with Scheduler.
12:00 - 1:15	Lunch provided by Oasys	
1:15 - 2:45	Contracts and Financials Part II	Once the patient starts, so does the daily financial work; posting checks and miscellaneous charges and making adjustments. This class will cover these tasks and more. Learn the proper ways to adjust contracts for patients, reallocate contracts and insurance, move money from one patient to another, enter NSF checks, and use the bulk payment and transaction group features.
1:15 - 2:45	Treatment Card Part II/Imaging	This class will walk you through implementing and using your powerful Treatment Card system. We will show you step by step the ease of using this system chairside: how to enter chart records, create comprehensive treatment plans, and effectively use the built in interactive Tooth Chart. Whether you are already using the Treatment Card system or you are starting to think about it, this class is sure to offer you valuable information. Oasys Imaging will allow you to quickly capture, edit, present, and print patient images. Oasys Imaging provides everything you need with no initial or annual support fees. See how to use our powerful image editing tools and get the most of your presentations and printed documents. This class will cover all of the configurations for Imaging and Collage. We will also show you how to create custom layouts and modify collage layouts.
2:45 - 3:00	Break	



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3:00 - 4:00	Insurance	<p>In many offices, patients with orthodontic insurance coverage now exceeds 50%. Regardless of whether your practice participates with plans or accepts assignment of benefits, working with your patients to maximize benefits is necessary for success. We will map a system for successfully handling insurance benefits and claims using Oasys. Stop creating insurance forms by hand! Oasys has easy and intuitive insurance features that allow you to automatically generate forms on request. It is essential for the financial well-being of a practice to keep well documented insurance information and to be able to track and record insurance benefits and payments. This class will focus on the setup, use, and implementation of the insurance features and the ability to generate all essential information from reporting. Electronic Insurance module will allow you to free up time and money by using the electronic filing system. Electronic Insurance will allow you to take another step into the paperless realm while also allowing you to receive real time updates on your claims. This easy to use feature can save you hours of frustrating insurance calls and requests by simply submitting information electronically.</p>
3:00 - 4:00	Breakout	<p>This breakout session will discuss items suggested by the users regarding how to use Oasys to better manage your practice. The format of this class will be an open forum.</p>
4:00 - 5:00	Closing and Q&A	

