

Connect. With MEDENT.

# So you want to maintain your CPT/HCPCS Codes.

## What's next?

MEDENT offers the ability to activate, deactivate and reactivate CPT/HCPCS Codes.

From the main menu, under Practice Management, click Setup > CPT/HCPCS Codes > CPT/HCPCS Codes.



## Activating New Codes

- MEDENT adds new CPT codes to the official file when CMS releases updated information (typically every April and October).
- All new CPT codes are available in the **Deactivated Lookup** and must be activated by the client to have the proper fee line setup.

**NOTE:** Practices may add **New** "House Codes," or variations of CPT codes used to differentiate something unique for billing (e.g. Supplies). House Codes are internal MEDENT codes; the real CPT codes are still sent on the claims.

## Deactivating Codes

- To remove the CPT/HCPCS code from the lookup list, click **Deactivate/Reactivate** and select the code.
- Answer **Yes** to the prompt:



Questions? Submit a support request at [MEDENT.com](https://www.medent.com).

## Reactivating Codes

- To reactivate a code, click **Deactivate/Reactivate**.
- Open the menu  and select **Show Deactivated**.
- Select the code to reactivate. NOTE: Deactivated codes will appear grayed out in the lookup list.
- Answer **Yes** to the prompt:

- Answer **Yes** to the prompt:

- Select the code you want to copy from.
- Answer the prompt:

- Select from the following Reset Fee Per Unit choices: