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 > <u>CPT/HCPCS Codes</u>.

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Deactivate,Reactivate Generate XAL Print Compare View Templates Setup	EGITANEM
Generate XML Print Compare View Templates Setup	Deactivate/Reactivate
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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:

Do you want to Deact	tivate this CPT Code?
Yes	No



Questions? Submit a support request at <u>MEDENT.com</u>.

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:

The code you selected has a Classification Code (6).		
Do you wish to keep this Classification Code on the new CPT/HCPCS code?		
Yes No		
Select from		
he following	Enter Fee Per Unit for new CPT/HCPCS code	
Reset Fee Per	Zero out Fee Per Unit for all Fee lines Leave Fees as they are	
Jnit choices:	ОК	

