

Schedule on Behalf and Change Provider

Schedule on Behalf is an option that can be set up so an appointment can be changed to a specific provider from Chart Central prior to a Progress Note or Care Plan being initiated.

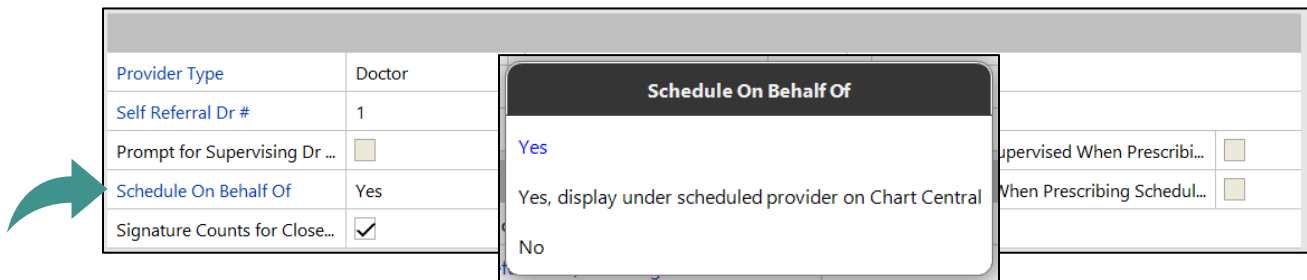
Change Performing Provider is an option that can be used after a Progress Note or Care Plan has been initiated.

These features can be used in conjunction with one another. We recommend setting up both features.

Schedule on Behalf

Allows the provider to be changed in Chart Central from the [Dr #](#) link.

- Practice Management Setup > Set Up Doctors > Doctors
- Select Provider.
- Click **Edit**.



Schedule on Behalf Of Selections


Yes: The E-Superbill will be created with the Provider field set to the provider who was scheduled on behalf of. The schedule will display the appointment under the provider with whom the appointment was booked. The patient will appear on Chart Central under the provider who was selected as the scheduled on behalf of who will also be the provider on the charge(s).

Yes, display under scheduled provider on Chart Central: Similar to Yes, except the patient will appear on Chart Central under the provider the actual appointment was scheduled on, not the provider that the appointment was scheduled on behalf of.

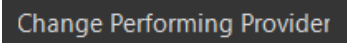
No: Create the E-Superbill so that the provider will match the scheduled provider.

Change Performing Provider

To add the Change Performing Provider link to the Bookmark Toolbar:

- Click the  at the top of Chart Central > My Preferences > My Bookmark Links > My Document Bookmark Links.
- Click **Change Performing Provider** in the Available list on the left to move it to the Selected list on the right.

To change the performing provider:

- Click  in the Progress Note.
- Select the new provider.
 - If the selected provider has more than one specialty in their setup, a popup will appear to select which specialty should be used.
- You will be prompted to change any items associated with the Progress Note, including Diagnoses, CPT codes, Medications, Orders, Documents, Immunizations/Injections and the E-Superbill.

Resources

medent manual:

<https://www.medent.com/htmlmanual/html/v237/doctorsetdr.html>

<https://www.medent.com/htmlmanual/html/v237/documentbuttonsroutebookmarkdoc.html?anchor=bookmarktoolbar>