HLP_CALLPG,C,:HLP_INPVAR,CHLP_SCREEN,C,128

		F1 = Help F9 = Diagnos Alt F3 = Lock Alt A = Aging
		F2 = Add F10 = Chart Alt F5 = Calender Alt B = Balance
ALTHELP	ALTHELP	
		Use the left and right arrow keys to highlight the main ì
		program area to select OR press the first letter of that item. ì
WINMENU	MAINSEL	
		Up Arrow = Up one line Home = To left column F4 = Select
		Dn Arrow = Dn one line End = To right column Esc = Exit
NAVIGATE	NAVIGATE	Lt Ar
		In order for reports to be more selective, WinMed allows ì
PATIENT	PAT_CAT	you to assign patients to various Categories. These Categories ì
		Use this field to indicate the Doctor that this patient ì
		usually sees. This will then be automatically entered during ì
PATIENT	PAT_DOC	Tr
		Patient's Employment Status. Permitted codes are:
		Y or F = Full Time P = Part Time
PATIENT	PAT_ESTAT	blank or
		For practices with multiple offices (but just one billing ì
PATIENT	PAT_LOC	system), enter any one or two letters in this field to indicate
		This field is for the Patient's Marital Status. Allowable ì
		codes are:
		S = Single M = Married
PATIENT	PAT_MSTAT	X = L
		This field fills one of the boxes in 10b or 10c on the red ì
PATIENT	PAT_RELACC	HCFA 1500 form for AUTO or OTHER ACCIDENT. Use the following:
		Student Status Indicator. The codes permitted are:
		F = Full Time
PATIENT	PAT_SSTAT	P = Part T
		This field is used to indicate to the Statement Print ì
		program whether you want to use the Patient's address on the ì
PATIENT	PAT_STMADR	stat
		Use the up and down arrows to highlight your selection and ì
		press Enter OR just press the first letter if it is unique. ì
WINMENU	SUBSEL	
		The Billing Type field is the most important field on the ì
		transaction line in the WinMed system. This field determines ì
TRNBROWUSR	TRN_BILTYP	
		Enter the fee for the service performed on this line. If ì
TRNBROWUSR	TRN_CHARGE	the fee is already filled in from having entered the procedure ì
		This is a free format entry field for your own use. How- ì
		ever, once you print a form or send electronic claims, this ì
TRNBROWUSR	TRN_COMM	fi
		This is the DATE OF SERVICE 'From' date which will be ì
		printed in Item 24A on the HCFA 1500 form. The 'To' date is ì
TRNBROWUSR	TRN_DATE	enter
		This is the Diagnosis Indicator field. Use this field to ì
		show which of the four Diagnoses (from the Patient record) ì
TRNBROWUSR	TRN_DIAIND	mat
		This Doctor field is needed to tell which provider in the ì
TRNENTRY	TRN_DOC	practice performed the particular procedure shown on THIS LINE.

TRNENTRY	TRN_LOC	Lc stands for Location and is used in multiple office ì practices to indicate the office where the procedure was ì performed
TRNBROWUSR	TRN_MOD1	This field is for the first Modifier, if necessary. It ì will be printed in Item 24D on the HCFA 1500 form. If you have ì
TRNENTRY	TRN_MOD2	This is the second Procedure Modifier. Use this field ì when there is more than one modifier for a procedure. This ì will
TRNBROWUSR	TRN_PAYMNT	The Transaction Entry Payment should only be used when the ì patient makes a payment along with a charge. Otherwise, you
TRNBROWUSR	TRN_PMTTYP	Use this field to indicate the method or form of payment. ì The codes used are usually CA for Cash, CK for Check, and ì pos
TRNBROWUSR	TRN_PROC	Enter the procedure code to be printed in Item 24D of the ì HCFA 1500 form. You can enter any combination of letters and ì
TRNBROWUSR	TRN_RESIND	The Responsibility Indicator is the most important field on ì the transaction line in terms of the practice accounting. If
TRNENTRY	TRN_TOS	The Type of Service can be a number or letter character. ì This number is usually different for Insurance carriers, ì BlueCr
TRNENTRY	TRN_UNITS	Besides printing on forms, the Units field acts as a ì multiplier for the Charge field. Changing the number of Units ì will
TRNBROWUSR	TRN_RPTMTH	This is the Reporting Month field and is normally filled in ì by WinMed as you post transactions. The only time YOU would ì
TRNBROWUSR	TRN_ADJUST	This field is where you would enter an Adjustment for the ì transaction line. An adjustment is usually entered as a posi- ì
TRNBROWUSR	TRN_ADJTYP	If you enter an Adjustment on a line, use this field to ì indicate the Type of Adjustment. For example, WO might mean ì tha
TRNBROWUSR	TRN_RECPT	This field is provided for internal office use. Enter the ì receipt number or super bill number from the forms you use with
TRNBROWUSR	TRN_PLACE	This field is for the Place of Service column 24B on the ì HCFA 1500 form. Note that the codes are probably different for ì
TRNBROWUSR	TRN_REF	In order to print the Referring Physician name (and their ì UPIN number) on the HCFA 1500 form, you must have their record ì
TRNBROWUSR	TRN_FAC	If the Patient has services done at some other location (or ì a 'part' of your office is considered a seperate Facility) the
TRNBROWUSR	TRN_DIAG	This field will be filled in automatically by utilizing two ì other fields: the first digit of the Diagnosis Indicator field
TRNBROWUSR	TRN_DATETO	This is the Date of Service 'To' date. You do not normally ì need to fill in this field, particularly if there is only ONE
TRNBROWUSR	TRN_CAT	This field is a copy of the Patient Category field from the ì Patient File. It is placed on each transaction line in order
TRNBROWUSR	TRN_INS1	This field is a copy of the Patient's Primary Insurance ì company at the time you entered this transaction line. It is ì ut
TRNBROWUSR	TRN_ACCT	This is the Account Number for this transaction line. DO ì NOT change this number once it is assigned without advanced ì kn

TRNENTRY	TRNMENU	Select your Transaction Entry operation from this Command ì Menu. Use the left and right arrows to scan the selections and
OPNENTRY	OPNMENU	Choose your Open Payment Entry operation from this Command ì Menu. Use the left and right arrows to highlight the ì selecti
PATBROWSE	PAT_RELEMP	This field will fill in one of the boxes in item 10a of the ì new red HCFA 1500 form to answer whether the patient's condi-
PATBROWSE	PAT_SPEC	This Special Select field is an eight character field for ì your own use. When converting from other systems or paper ì acc
PATBROWSE	PAT_REMARK	This is the Remarks Print field. Some printed forms have ì an area set aside for you to enter Remarks or Comments relating
PATBROWSE	PAT_BOX4	Use this field to tell the Insurance Form Print program ì what to print in Item 4 on the form: leaving this field blank ì wi
PATBROWSE	PAT_BOX10D	This field is printed on the HFCA 1500 form when printing ì Medicare claims, and also determines how the rest of the form ì
PATBROWSE	PAT_BOX11D	This field fills in one of the boxes on the HCFA 1500 form ì in Item 11d. Refer to the Medicare instructions for your state
PATBROWSE	PAT_BOX9A	The Medicare instructions for most states require that you ì add a word such as MEDIGAP, MEDICAID, or SUPPLEMENTAL before ì
	ABOUT	This program is the result of over 13 years experience ì specializing in medical and dental billing. Also available are ì W

HLP_COUNT,N,5,0

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