

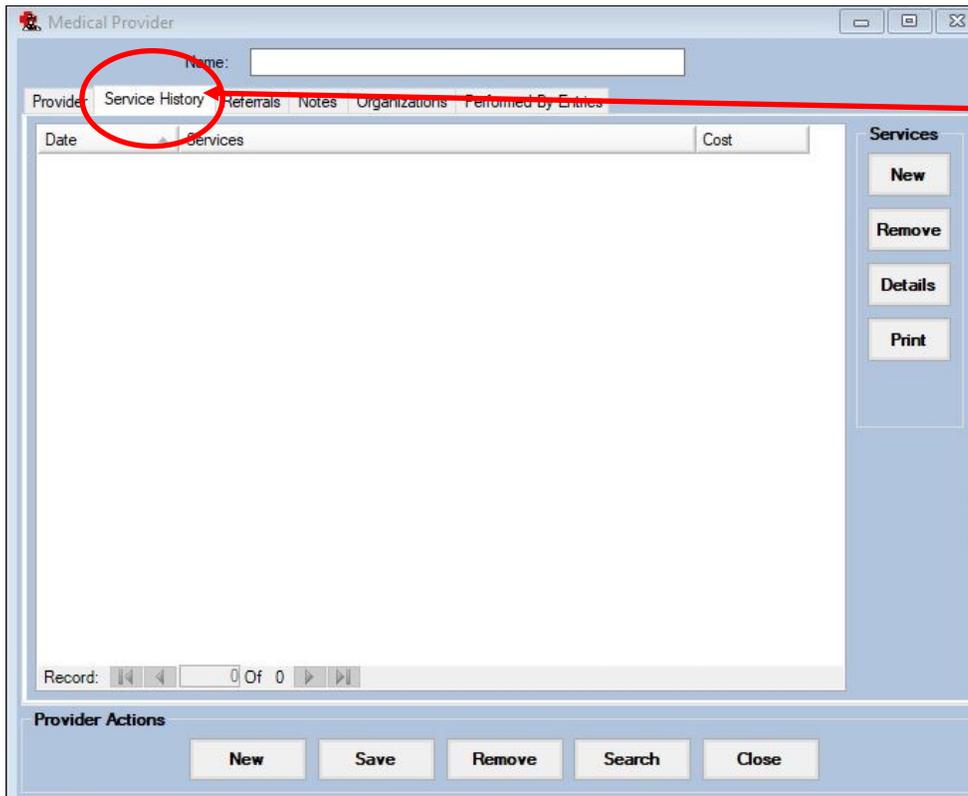
You can add a **Medical Provider** by going to **Med Services**, **Medical providers**, then **Add a Provider**.

Several Fields can be added, but only the providers **Name** and **Status** are required.

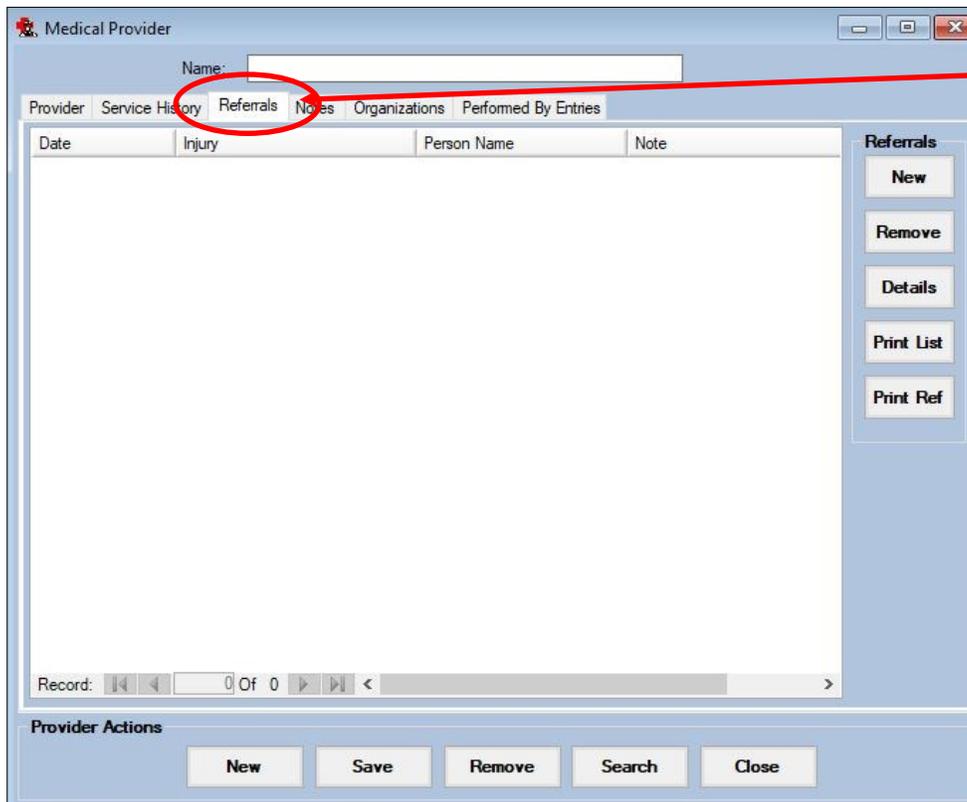
A screenshot of the 'Medical Provider' form in a software application. The form has several tabs: 'Provider', 'Service History', 'Referrals', 'Notes', 'Organizations', and 'Performed By Entries'. The 'Provider' tab is active. The form contains fields for 'Name', 'Address', 'Status', 'Phone', 'Fax', 'Contact Email Address', 'Procedures usually performed by', and 'Region'. Below these is a 'Billing Information' section with fields for 'NPI #', 'Other ID', and 'Qualifier', along with a checkbox 'Make this provider the default "referring provider" for billing'. At the bottom, there is a 'Provider Actions' section with buttons for 'New', 'Save', 'Remove', 'Search', and 'Close'. Two red arrows originate from the text box above: one points to the 'Name' field and the other points to the 'Status' dropdown menu.

*If you are billing using the ATS system be sure to fill out the Billing information for your provider here.

ATS - Adding a Medical Provider

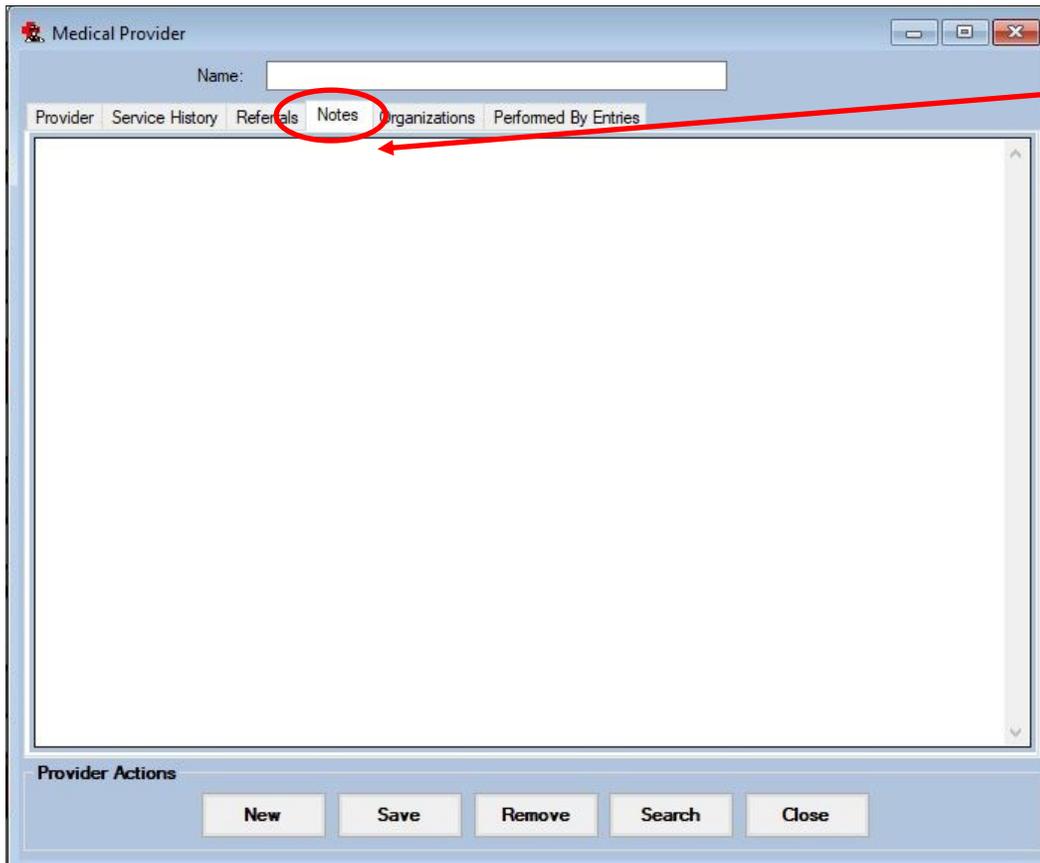


Once the Medical Provider and has been saved a record of the services provided can be found here.



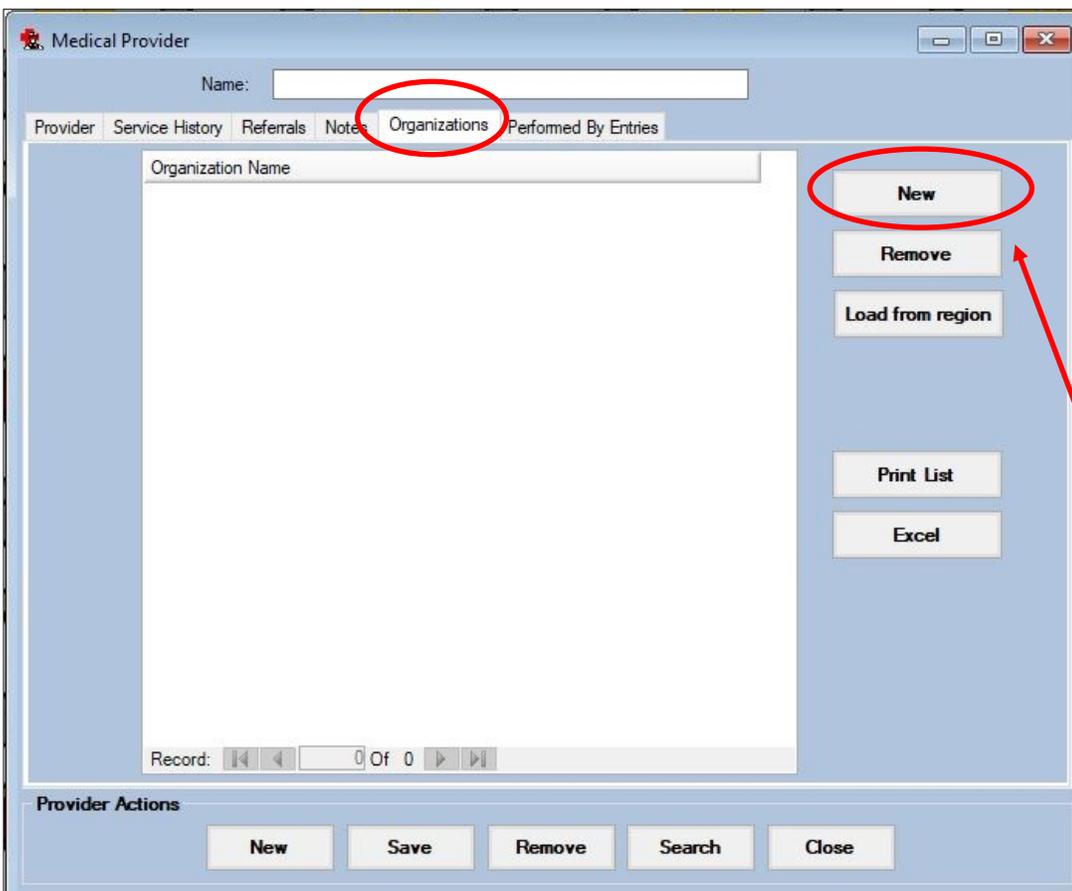
Once the Medical Provider has been saved a record of all the referrals sent to this provider can be found here.

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The screenshot shows the 'Medical Provider' window with the 'Notes' tab selected. The 'Name' field is empty. The 'Provider Actions' bar at the bottom contains buttons for 'New', 'Save', 'Remove', 'Search', and 'Close'. A red circle highlights the 'Notes' tab, and a red arrow points from a text box to it.

Any relevant notes regarding this Medical Provider can be taken here. For example hours the office is open.

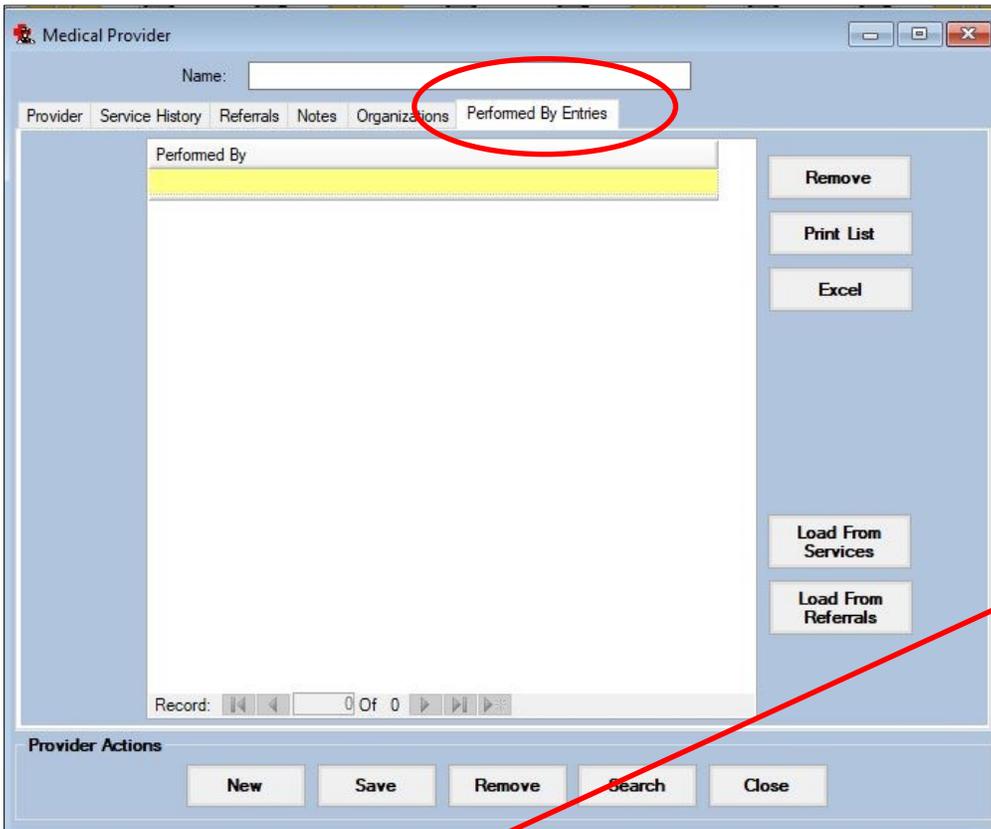


The screenshot shows the 'Medical Provider' window with the 'Organizations' tab selected. The 'Organization Name' field is empty. The 'Provider Actions' bar at the bottom contains buttons for 'New', 'Save', 'Remove', 'Search', and 'Close'. A red circle highlights the 'Organizations' tab, and another red circle highlights the 'New' button in the right-hand panel. A red arrow points from a text box to the 'New' button.

Medical Providers can be designated for one or more specific organizations in your database.

Select the New button and choose the desired organizations from the list

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The performed by Entries are where you enter any staff members for this Medical Provider that may perform services. These entries are available in the "pick" function in medical services

