



**ensoftek**<sup>®</sup>

**DrCloudEHR<sup>™</sup>**  
**June Release Notes**

Release to Staging Site – May 29, 2022

Release to Production Site – June 5, 2022

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## Overview

This document contains the Release Notes for June 2022. Upon receipt, please review and test the changes in your Staging Site as soon as possible. The updates may have different effects depending on your configuration. Use the following tags to understand the impact of the updates on your site:



Available to all users when released



Dependent on the activation of other feature(s)



Some setup is required after release



Requires purchase and additional setup

If you have any questions regarding Staging Sites or this Release, don't hesitate to contact our support team at [support@drcloudemr.com](mailto:support@drcloudemr.com).

## Release Dates

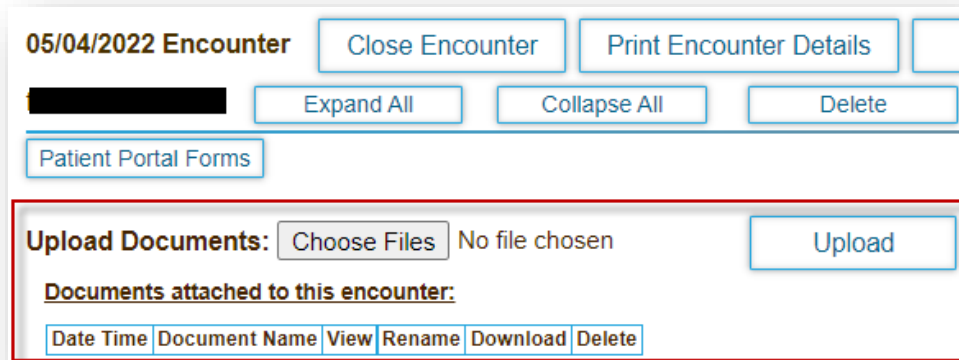
- **Updates available in Staging Sites: May 29, 2022**
- **Updates available in Production Sites: June 5, 2022**

# Clients

## Upload Documents to Encounters

Core

There is now the option to **Upload Documents** in an existing encounter, as well as during the creation of a new encounter. Uploaded documents are saved to the client’s **Documents** folder along with linking them to the encounter they were uploaded through.

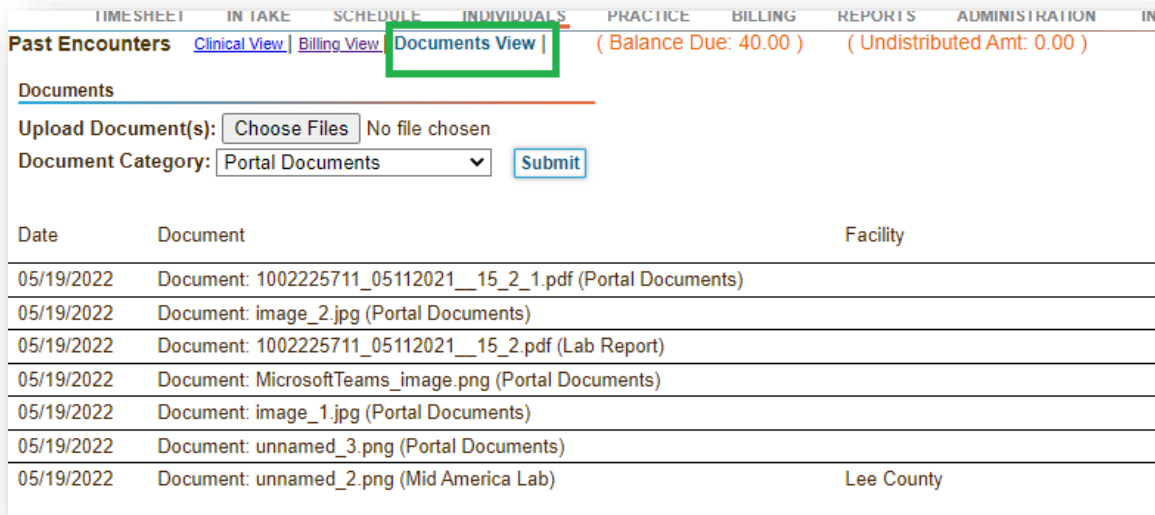


## Upload Documents in the Client Portal

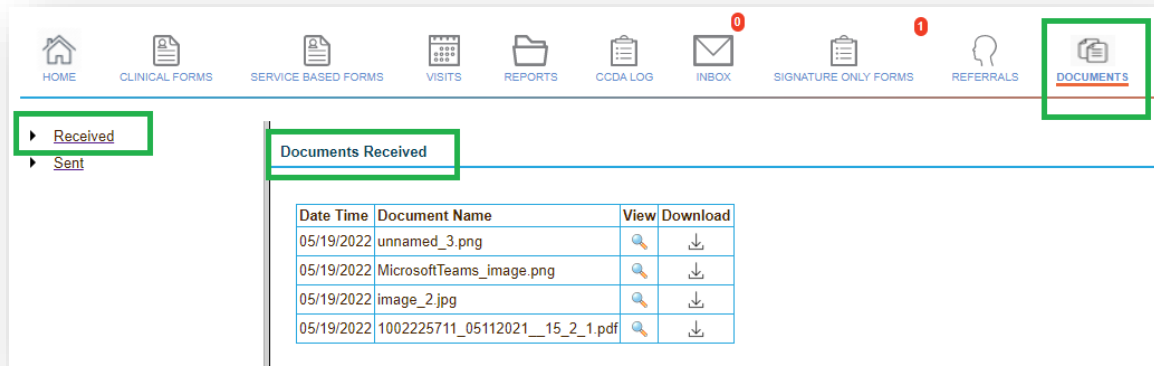
Core Setup

There is now the option for clients to manage their documents in the **Client Portal**. This feature allows clients to securely view documents that have been sent to them and the ones they have sent out. Clients will be notified via email when a document is uploaded to their chart. Providers are notified via Inbox reminders within DrCloudEHR when a client uploads a document in the **Portal**.

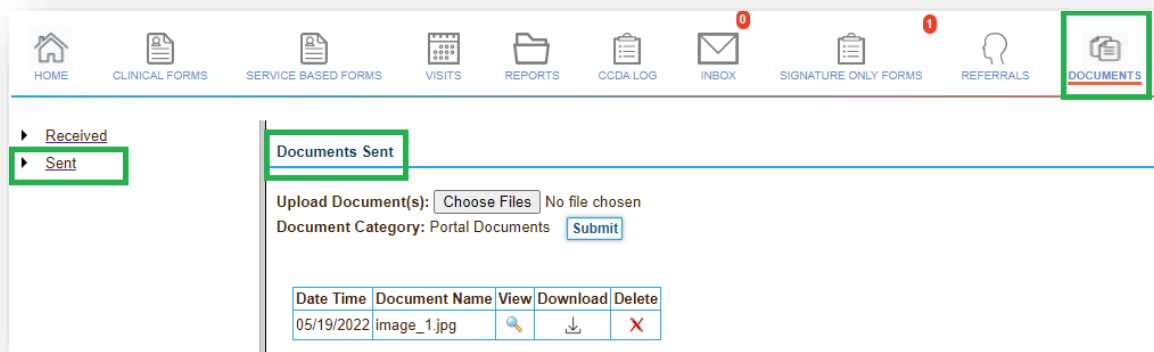
### Client’s Chart – Documents View



### Client Portal – Documents – Received Folder



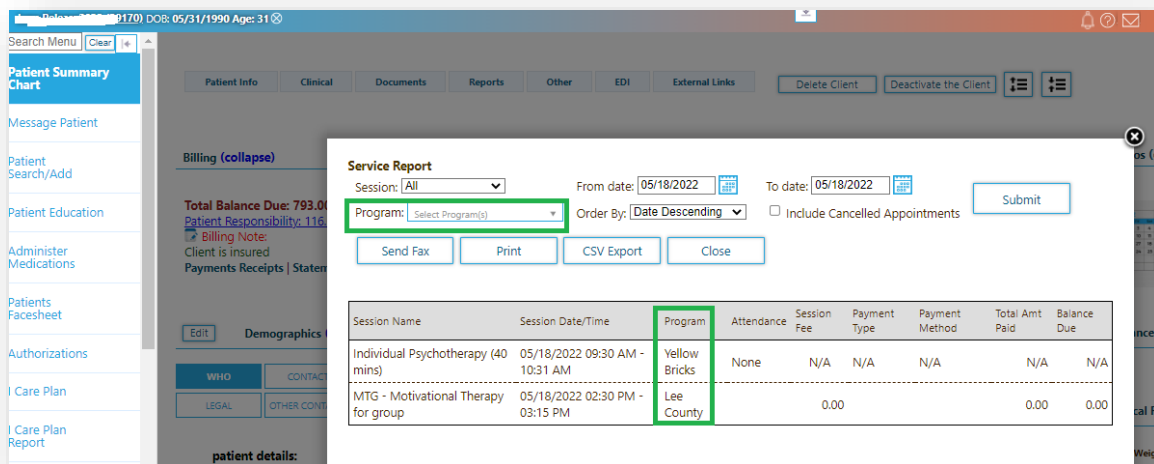
### Client Portal – Documents – Sent Folder



## Report on Upcoming Appointments in the Service Report

Core

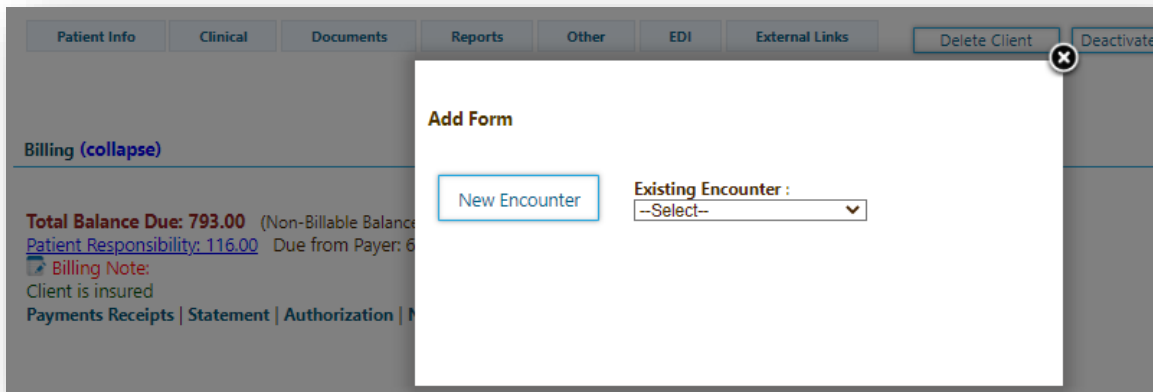
There is now the option to report on upcoming appointments, including their associated facilities.



## Update Form Creation Workflow

✔ Core

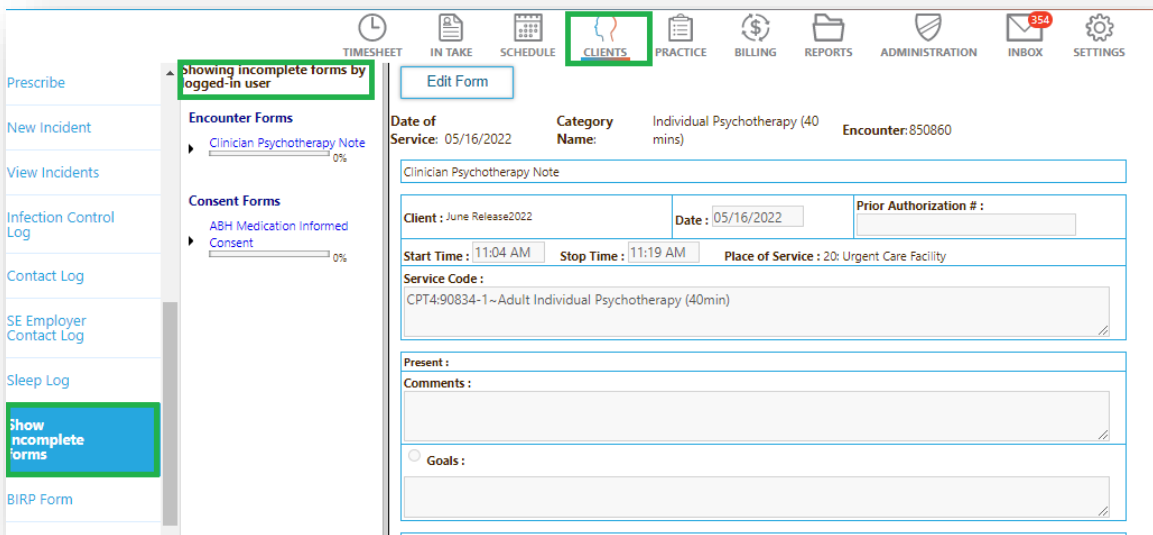
Visit forms are required to be linked to an encounter. This update now prompts users to choose either to create a **New Encounter** or to select an **Existing Encounter** when they select a form from the Forms Cabinet.



## New Show Incomplete Forms

✔ Core

In the **Clients** tab, there is a new option called **Show Incomplete Forms**. This option displays all incomplete forms, enabling the user to view, complete and/or sign forms on one screen.



# Schedule

## Undo Client Check-In

Core

Once a client is checked in for an individual appointment, there is now an option to undo the check-in if required. Note that this will also delete the associated encounter and any forms that may have been added.

*Before selecting **Undo Check-In** button*

The screenshot shows a patient appointment form for 'Decco, Art'. The status is set to 'Arrived'. The appointment is for 'Family Psychotherapy (45min)' on '05/19/2022' from '08:15 AM' to '09:00 AM'. The 'Undo Check-In' button is highlighted with a green box. Other buttons include 'Check In as Arrived', 'Check In Arrived with Payment', 'Save', 'Find Available', 'Delete', 'Cancel', 'Create Duplicate', 'Print Slip', and 'Encounter'.

*Preview of the confirmation screen upon clicking the **Undo Check-In** button*

The confirmation dialog box contains the following text: 'Are you sure, you wish to undo the patient check-in? NOTE: Encounter, Forms and Payments if any auto created against this patient check-in will be reversed and same cannot be undone.' At the bottom, there are two buttons: 'Confirm' and 'Cancel'.

## New Supervising Provider Field on Appointment Screen

Core Setup

There is now the option to choose a **Supervising Provider** on the **Appointment** screen (Individual and Group) from a drop-down menu, with a list of pre-selected providers. **Supervising Provider** field will be retained in the following screens:

### Appointment screen

The screenshot shows the Appointment screen with various fields. The new field, **\*Supervising provider:**, is highlighted with a green box and contains the value "Examiner, Medical". Other visible fields include:

- CLIENT** (tab), **Benefits**, **Export to Outlook**, **\$15.00 (Copay)**, **Create Telehealth Appointment** button.
- Check-in notes:** 04/14/2022 17:11 (Ensoftek Administrator) Lorem Ipsum is simply dummy text of the printing and typesetting industry. Lorem Ipsum has been the industry's standard dum more..
- Client:** Decco, Art (text input), **PID:** 29151, **External ID:** 29151
- Home Phone:** 111-1111, **Work Phone:** 222-2222, **Mobile Phone:** 555-5555
- Funding Source:** (P)Abartment \$10 ( \$04/01/2022 until 04/30/2023)
- \*Service Type:** Family Psychotherapy (45min) (dropdown), **Allocate Room** button
- Title:** Family Psychotherapy (45min)
- Date:** 05/19/2022 (calendar icon),  All day event
- From:** 08:15 AM (clock icon), **To:** 09:00 AM (clock icon), **Duration:** 45 min
- Place of Service:** 01: Pharmacy
- Recurrence:**  Repeats every day until (dropdowns)
- \*Billing Program:** Armed Forces Retirement Ho
- \*Program:** Armed Forces Retirement Home
- Provider:** Administrator, Ensoftek (dropdown)
- Event Address:** Select Address button
- \*Supervising provider:** Examiner, Medical (dropdown, highlighted)
- Status:** None (dropdown), **Check in** button
- Create Encounter with Start Time As:**  Appt Time,  Check-in Time
- Comments:** (text area)
- Mark as Telehealth Appointme

### Fee Sheet Screen

The screenshot shows the Fee Sheet Screen with various fields. The **Supervising** dropdown menu is highlighted with a green box and contains the value "doctor, Immunologist". Other visible fields include:

- Place Of Service:** 05: Indian Health Ser (dropdown)
- Bill-To:** Individual (dropdown)
- Bill Type:** Not Set (dropdown)
- Providers:** Rendering Administrator, Ensoft (dropdown)
- Supervising:** doctor, Immunologist (dropdown, highlighted)
- Referring:** -- Unassigned -- (dropdown)
- Referring:** (dropdown)
- Price Level:** Standard (dropdown)
- Prior Authorization:** --Unassigned-- (dropdown)



Encounter screen

Patient Encounter by Ensoftek Administrator (Collapse) (0%)

Insurance : (P):Abartment \$10 (from 04/01/2022 until 04/30/2023)

Reason:

Service Program: Armed Forces Retirement Home

Address :

Billing Program: Armed Forces Retirement Home

Place Of Service: 01:Pharmacy

Referring Provider:

Referring NPI:

Service Type: Family Psychotherapy (45min)

Date of Service: 05/19/2022 14:13:00

Bill-To: Client

Provider: Administrator, Ensoftek

Start Time: 14:13

Stop Time: 14:58

Duration in Mins: 45

Appointment Start Time: 08:15

Appointment Stop Time: 09:00

Duration in Units: 1

Check-Out Date:

After Visit Summary:

Telehealth: No

Supervising Provider: Examiner, Medical



## Change Usual & Customary Charge for Services

Core

There is now the option to set effective dates for the amounts of **Usual & Customary** charges for services. This allows the user to record changes in charges over time. Based on the effective dates and date of service, the system will populate the **Fee Sheet** with the appropriate charge(s).

Not all fields are required for all codes or code types.

Type:  Code:  Modifier:   Active

Description:

Short Description:

Category:   Diagnosis Reporting  Service Reporting

Display On UB04 (Box 44)  Check here if the mapped code needs to go on UB04 claim form

Ledger Account Number:

ICD10 Procedure/Service  
Crisis Non Billable Codes  
DD Billing Codes  
CPT4 Procedure/Service

Diagnosis Reporting Only  Service Reporting Only

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Code	Modifier	Active	Dx Rep	Serv Rep	Type	Description	Short Description	Category	Mapped ICD Code	Standard	OHP AD Cap	OHP MH Cap	Actions
90791		Yes	No	No	CPT4	Psychiatric Diagnostic Evaluation				100.00			[Delete] [Edit] [Fee]
90792	AF	Yes	No	No	CPT4	Psychiatric Diagnostic Eval MD				325.00			[Delete] [Edit] [Fee]
90792		Yes	No	No	CPT4	Psychiatric Diagnostic Evaluation with Medical Services				325.00			[Delete] [Edit] [Fee]
90832		Yes	No	No	CPT4	Psychotherapy, 30 minutes with patient and/or family				110.00			[Delete] [Edit] [Fee]
90834		Yes	No	No	CPT4	Psychotherapy, 45 minutes with patient and/or family				154.00			[Delete] [Edit] [Fee]
90837		Yes	No	No	CPT4	Psychotherapy, 60 minutes with patient and/or family				200.00			[Delete] [Edit] [Fee]
90847		Yes	No	No	CPT4	Family Psychotherapy				167.00			[Delete] [Edit] [Fee]

The **Fee** hyperlink will open the **Charge Time Interval** screen:

Charge Time Interval

Service Code: CPT4:90792 (Psychiatric Diagnostic Evaluation with Medical Services)

Standard Fee:  OHP AD Cap:  OHP MH Cap:

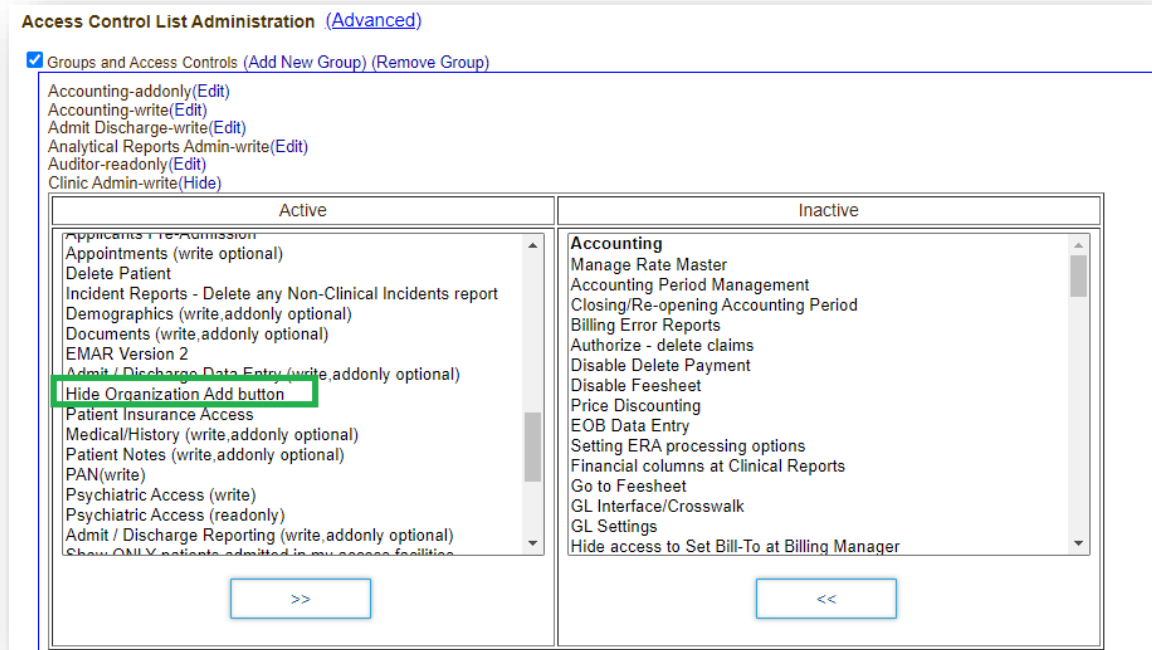
Effect From:  \* To:

Effect From Date	To Date	Standard Fee	OHP AD Cap	OHP MH Cap	Modified By	Modified On	Actions
01/01/2010		325.00	0.00	0.00	Ensoftek Admin	03/10/2022 06:22:26	[Edit] [Apply]

## New User Group Restriction

Core  Setup

There is now the option to limit unwanted changes to the **Organizations List**. Authorized users can now restrict users from accessing the ability to **Add Organization**.



# Reports

## Total Clients Displayed in Collections/Aging Report



Within the **Collections** report, users can now see the **Total Number of Clients** below the results.

Without Update               

Name	SSN	Phone	Follow Up Reason	Invoice	Svc Date	Charge	Adjust	Paid	Balance	May 22	Apr 22	Mar 22+	Prv	Sel
SPro, Realme 5	XXX-XX-1111					5,040.00	-70.00	0.00	4,970.00	4,760.00	210.00	0.00		<input type="checkbox"/>
Admit, ARC K						80.00	0.00	0.00	80.00	80.00	0.00	0.00		<input type="checkbox"/>
Alle, Vaishali S	XXX-XX-3333	44444				1,340.00	0.00	0.00	1,340.00	200.00	1,140.00	0.00		<input checked="" type="checkbox"/>
Animals, Save A						610.00	-2.00	2.00	606.00	0.00	606.00	0.00		<input checked="" type="checkbox"/>
Birds, Save A						710.00	0.00	0.00	710.00	0.00	710.00	0.00		<input type="checkbox"/>
Climate, Save A						200.00	0.00	0.00	200.00	0.00	200.00	0.00		<input type="checkbox"/>
Environment, Save A						400.00	0.00	450.00	-50.00	0.00	-50.00	0.00		<input type="checkbox"/>
Fields, TestS		111-111-1111				480.00	0.00	0.00	480.00	80.00	400.00	0.00		<input type="checkbox"/>
JanuS, JanuS K	XXX-XX-2323	111-111-1111				320.00	0.00	0.00	320.00	320.00	0.00	0.00		<input type="checkbox"/>
Kaka, Kaka						16.00	0.00	0.00	16.00	16.00	0.00	0.00		<input type="checkbox"/>
Money, Save A						510.00	0.00	225.00	285.00	0.00	285.00	0.00		<input type="checkbox"/>
Nature, Save A						200.00	0.00	0.00	200.00	0.00	200.00	0.00		<input type="checkbox"/>
Nature, Save						200.00	0.00	0.00	200.00	0.00	200.00	0.00		<input type="checkbox"/>
Planet, Save A						500.00	0.00	0.00	500.00	100.00	400.00	0.00		<input type="checkbox"/>
Power ghjhj, Van, Nus, rock K						1,300.00	0.00	0.00	1,300.00	0.00	1,300.00	0.00		<input type="checkbox"/>
Server, Unplugged		111-111-1111				210.00	0.00	0.00	210.00	210.00	0.00	0.00		<input type="checkbox"/>
Test, Form						80.00	0.00	0.00	80.00	80.00	0.00	0.00		<input type="checkbox"/>
Tom, Test						80.00	0.00	0.00	80.00	80.00	0.00	0.00		<input type="checkbox"/>
Water, Save A		343-545-4354				35.00	0.00	0.00	35.00	0.00	35.00	0.00		<input type="checkbox"/>
Total number of patients : 19						Report Totals:								
						12,311.00	-72.00	677.00	11,562.00	5,926.00	5,636.00	0.00		

## New Class-Based Report



The **DX Report** is a new class-based report, highlighting specific client demographic information and other client-related fields based on their diagnosis and dates of service.

**Report - Dx Codes Report**

Service Date From: 05/16/2022    Service Date To: 05/18/2022    Dx Code:  Clear

Manage Column(s) +

Total Number of Individual(s): 1

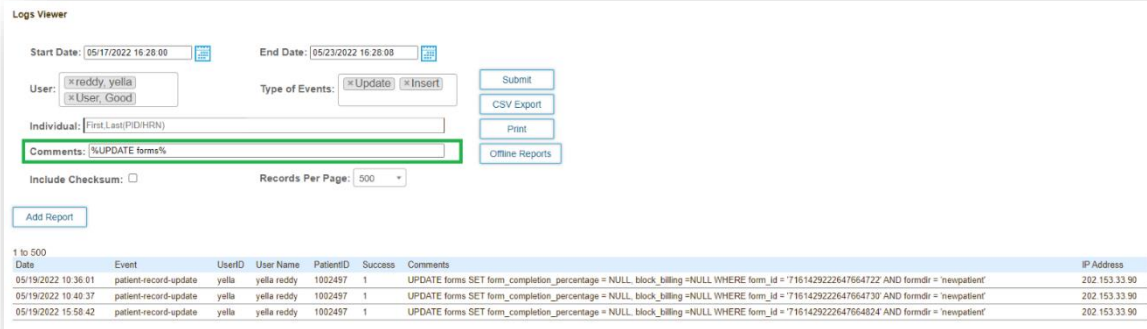
PID	TOP ID	Granted Psychosocial / PRN Consent	Age	Marital Status	Race	Ethnicity	Sex	Gender Identity	Sexual Orientation	Date DX	DX Code	Dx	Program Enrolled	Intake Date to Program	Discharge Date	Sessions Attended	Sess Can
1002485	1231	Yes	2 year(s)	domestic partner	Hispanic	Japanese	Female	Gender Variant	Straight or heterosexual	05/16/2022	ICD10:F10.20	(F1020)Alcohol dependence, uncomplicated	1 Save Nature Clinic #123	04/10/2022	N/A	0	1
1002485	1231	Yes	2 year(s)	domestic partner	Hispanic	Japanese	Female	Gender Variant	Straight or heterosexual	05/16/2022	ICD10:A75.0	Epidemic louse-borne typhus fever due to Rickettsia prowazekii	1 Save Nature Clinic #123	04/10/2022	N/A	0	1

# Administration

## New Option to Search Logs using Comments

**Core**

There is now the option for users to filter their search criteria using the **Comments** field.



## Security Changes

**Core** **Setup**

Once configured, the system will now include the following security enhancements:

- Cookies are deleted after Logout or Session time out
- The session time out notification can be set to any amount of time
- Based on a configurable interval for session time out, users are prompted to either Logout or Continue Working

