



# Patient Appointment Scheduler



## Manage Your Patient Appointments

Office Hours Professional, combined with **Medisoft Version 11** offers the best value in patient appointment scheduling solutions with its speed, flexibility and efficiency, saving you time while improving patient service!

## Office Hours Professional

### Save Time and Schedule Appointments with Ease

- Print Medisoft Version 11 Quick Receipt within Office Hours Professional **NEW!**
- Add payments directly into Medisoft Version 11 Deposit List
- Setup, copy or change patient appointments quickly and easily
- Track treatment room schedules to optimize facilities utilization

### Organize Your Appointment Schedule

Office Hours Professional enables you to create appointment template to reserve time slots for certain types of appointments. It organizes your appointments, making it easy to schedule—and to see more patients!

- View and print all future appointments for a patient **NEW!**
- Copy, edit and create a new case directly from Office Hours Professional **NEW!**
- Know instantly when to schedule an appointment
- Set a maximum number of available appointments
- Color code appointments to quickly identify types of appointments, including new patient appointments that require completed registration forms

### Increase Practice Efficiency

- View appointments by day, week, month or resource — whichever works best for your medical practice!
- Track appointment status — mark them as unconfirmed, confirmed, checked in, being seen, checked out, missed or cancelled
- Share patient data with Medisoft Version 11 to save time and gain operational efficiencies with these powerful features:
  - Rescheduled appointment status **NEW!**
  - View a patient's co-payment and account balance information
  - Create custom reports and lists
  - Access, add or edit patient case notes
  - Print Superbills for all scheduled appointments