Denplan Care & Denplan Essentials
Setup Guide - Sept 2019

Denplan Care Setup

1. File > Payors. +1 (you may need to be logged in as an Exact admin user to access this screen)
2. Code: DENPLAN, description "Denplan Care".
3. Select "payor sets both service fees and payor's portion".
4. Set "payor type" as Denplan.
5. Click bands setup button.
6. Add Bands A-E (less if needed) using the "+1" icon and add the monthly fee amount supplied by Denplan

Denplan Essentials Setup

1. File > Payors. +1 (you may need to be logged in as an Exact admin user to access this screen)
2. Add Code: DEN-ESS (or whatever suits best), with Description "Denplan Essentials"
3. Set "payor sets portion and patient discount" 0% (site will have the % discount to enter manually once payor is activated).
4. Set "payor type" to "Capitation plan" (not Denplan)
5. Create Bands A-H (Less if needed) with monthly fees supplied by the Denplan
6. Then go to Configure (top of Exact) > Services > then click "+1" in the bottom right corner
7. Add the following codes: (description in brackets). Also add These into a new service Category called **"Denplan Essentials"** (for help adding a service category see the bottom of the guide)

EXAM DEN-ESS A (Exam - Denplan Essentials A)

EXAM DEN-ESS B (Exam - Denplan Essentials B)

EXAM DEN-ESS C (Exam - Denplan Essentials C)

EXAM DEN-ESS D (Exam - Denplan Essentials D)

EXAM DEN-ESS E (Exam - Denplan Essentials E)

EXAM DEN-ESS F (Exam - Denplan Essentials F)

EXAM DEN-ESS G (Exam - Denplan Essentials G)

EXAM DEN-ESS H (Exam - Denplan Essentials H)

Medcare South
Bailey Drive
Gillingham Business Park
Gillingham
Kent ME8 0PZ
Tel: 0845 345 5767
Fax: 0845 345 9493
www.softwareofexcellence.com

S&P DENESS A (Scale & Polish Denplan Essentials A)

S&P DEN-ESS B (Scale & Polish Denplan Essentials B)

S&P DEN-ESS C (Scale & Polish Denplan Essentials C)

S&P DEN-ESS D (Scale & Polish Denplan Essentials D)

S&P DEN-ESS E (Scale & Polish Denplan Essentials E)

S&P DEN-ESS F (Scale & Polish Denplan Essentials F)

S&P DEN-ESS G (Scale & Polish Denplan Essentials G)

S&P DEN-ESS H (Scale & Polish Denplan Essentials H)

8. Then go back to File, Payors and bring up the new DEN-ESS payor screen and click "fee schedule".

9. Double click each service and click "add rule" and select "test service by time" where you can say how many a patient is allowed in a rolling 12 month period before it prompts on the charting with a Red Cross (tick the Red Cross on the rule)

If a service occurs within 12 months   ? ▦◊▨✗◙ else ? ▦◊▨✗◙

Denplan may provide free services on a calendar 12 month period but Exact can only set it for a rolling 12 month currently.

You can also enable the Denplan tab to create Denplan Assessment forms.

To do this go to **Configure >> Patient File >> then tick "Denplan Tab"**