The new Dentrix virtual workshops provide you with the benefits of a live, trainer-led class without the time and expense of travel. You'll get live feature demonstrations, hands-on practice time, and a workbook with step-by-step instructions. Best of all, you can attend a virtual workshop at a time and place that fit your schedule—all you need is two hours, a phone, and a computer with an internet connection.

Practice Success

MAXIMIZING COLLECTIONS AND CASH FLOW
Get paid for the treatment you provide.

The Dentrix Collections Manager helps you find patients with overdue balances and then contact those patients and collect payments. Discover which accounts are overdue and collect on them before they become a problem. Learn how to use the Collections Manager to target specific overdue accounts using filters. Use the information from the lists you generate to communicate with patients about their balances via phone calls, letters, or email.

This workshop is a live, online course with hands-on practice and optional lab time. Attend this class if you want to get a better understanding of how to use the Dentrix Collections Manager to generate custom lists of patients with overdue balances that you can work through to contact and receive payment. You will receive an email with the class workbook and links to join the workshop after you register.

LENGTH: 2 HOURS + OPTIONAL 1 HOUR OF LAB TIME | PRICE: $149 | CLASS SIZE: MAX 10

JOIN US!
Register at **www.Dentrix.com/Workshops**
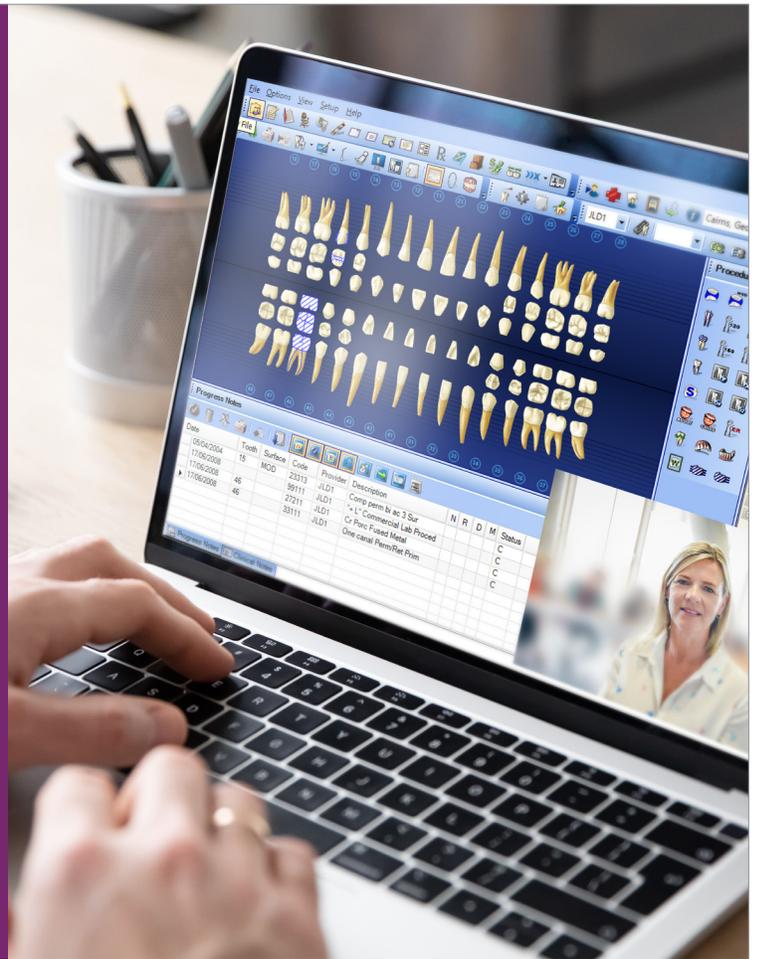
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WHAT YOU'LL LEARN

GENERATING A COLLECTIONS LIST

Learn how to access the Dentrix Collections Manager and interpret the information in contains. Through custom filters and settings you can target overdue accounts, and set up common collections lists you can use in the future to find specific patients.

USING THE COLLECTIONS MANAGER TO COMMUNICATE WITH PATIENTS

Learn how to use the list of patients you generate through the Collections Manager interactively to access other patient information in Dentrix to make collections calls. You'll learn how to add guarantor notes, billing statement notes, and set up payment agreements all while working from the Collections Manager list you created. Learn how to send collections emails and letters directly from the list.

WHO SHOULD ATTEND

This online workshop is for you if you:

- Are a member of the front office staff responsible for collections

- Need an understanding of how to generate lists of patients with overdue balances

- Want to find patient accounts that are overdue and collect on them before they become a problem

- Want hands-on training in a virtual classroom with a certified Dentrix trainer

- Need an opportunity to build your Dentrix skills without traveling to a class

TOPICS AT A GLANCE

- Targeting overdue accounts with Collections Manager filters
- Setting up common collections lists
- Adding guarantor notes and billing statement notes
- Setting up payment agreements
- Creating collections email messages
- Creating collections letters

JOIN US!

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Henry Schein One delivers **connected management, marketing and patient engagement systems** that work as one to **help practices improve practice management and grow.**

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