

# Check In-Out Dashboard Summary

Last Modified on 07/26/2024 10:25 am EDT

## Check In/Out Dashboard: Streamlining Patient Processing

Managing the flow of patients in and out of healthcare practices is often fraught with complexity, leading to bottlenecks that can slow down both patient intake and discharge. Our new Check In/Out Dashboard is engineered to transform this critical aspect of practice management by centralizing the myriad tools needed for efficient patient processing into one, user-friendly platform. With extensive filtering options and unparalleled flexibility, our dashboard enables medical staff to customize the software to meet the unique demands of their front-office workflows.

During patient check-in, practice staff perform a variety of complex tasks including the assessment of financial resources, setting clear financial expectations, compiling comprehensive patient histories, ensuring strict compliance with HIPAA and practice policies, obtaining necessary authorizations, and documenting patient preferences for things like pharmacy preference, communication preference, and advanced directives, to name a few.

From a practice management perspective, efficiently managing essential check-in tasks is key to streamlining clinical workflows and ensuring that clinical teams have immediate access to vital patient data. This focused approach allows healthcare providers to dedicate their efforts to delivering superior patient care. Similarly, our integrated check-out process is designed to facilitate the smooth preparation of patient data for billing, provide patients with detailed follow-up care information, and schedule subsequent appointments seamlessly.

Furthermore, the success of the check-out and billing processes hinges significantly on the accuracy and thoroughness of the check-in process. Accurate updating of patient information during check-in is critical due to the complex rules and regulations governing these administrative tasks. This meticulous updating is essential not only for the culmination of patient services but also to ensure that the practice is appropriately compensated for the services rendered.

Our new customizable dashboard is designed to provide maximum efficiency, making the completion of these intricate tasks both structured and straightforward. By significantly reducing staff processing time, our dashboard enhances overall operational efficiency, ultimately leading to improved patient satisfaction and better healthcare outcomes.

Schedule: 05-15-2024  
 Filter: All Location/Providers  
 Filter Check In List: Filter by chart, name | Global Search

Chart	Last Name	First Name	Resource Name	Location	Status	Time
10553	Wayne	Bruce	Bates, Anna	AAACE 1	Arrived	11:00 AM
312148	Inman	Beverly	Adkins MD, Starley	Miami Lakes Medical Center	Confirmed	11:00 AM
311925	Head	Chandler	Bates, Anna	AAACE 1	Scheduled	12:00 PM
311786	Wayne	Bruce	Bertol MD, Vincent	AAACE 1	Scheduled	12:15 PM

Testing  
**Chart 311925**  
 123 Anywhere  
 Suite 1  
 Bargersville, IN 46106 USA  
 chandlerhead@its@healthcare.com

Home (317) 474-2516  
 Work (317) 474-2517  
 Other (317) 474-2518

PCP: Agulla, Ben PT  
 Marital: Language

Employer: Apparatus Inc.  
 Ethnicity: Asian

**BCBS of Georgia - Commercial**  
 Start Date: 01/01/2021  
 Member ID #: EXP0069900  
 Sig On File Group Policy #: 02834

**Cigna - (333) 333-3333**  
 Start Date: 01/01/2021  
 Member ID #: 23058298509  
 Sig On File Group Policy #: 7171771

**Apparatus Inc. (Active)**  
 Clinic End: 01/23/2019  
 Health Plan: Sub Prop.  
 Registration: 01/23/2019  
 Department: Wellness  
 Locality:

**Head, Edwin**  
 123 Anywhere  
 Bargersville, IN 46106 USA

Home (317) 555-5555  
 Work (317) 555-5555  
 Other (317) 555-5555

**Head, Chandler B.**  
 123 Anywhere  
 Suite 1  
 Bargersville, IN 46106 USA

Home (317) 474-2516  
 Work (317) 474-2517  
 Other (317) 474-2518

**Next 3 Visits**  
 Appointments do not exist

**Previous 3 Visits**  
 05/15/2024 12:00PM(15m) Bates, Anna Scheduled 15 Min Slot  
 03/11/2024 12:00PM(30m) Bertol MD, Vincent Scheduled 30 Min Slot  
 01/28/2024 11:35AM(15m) O'Neal MD, Carly Checked-In

**Balance: 0.00**  
 Current: 0.00 | 60 Days: 0.00 | 90 Days: 0.00 | 120 Days: 0.00 | 180 Days: 0.00

▼ Patient Photograph and Insurance Cards

**Patient Photograph**



**Primary Insurance Card**

