

Secrets of Choosing Medical Software

Article by [CTS Software Selection](#)

Why are some practices successful at selecting and implementing a practice management system and others are not? Below are some of the major areas to evaluate when deciding on a system:

1. Overall design of the system. Can the system handle multiple providers, offices, and business entities? Can the system share common files such as patient information and master files?
2. Does the system have enough security levels to satisfy the needs of the practice? In small offices security is generally not a major concern but as more people use and have access to the system, the practice may want to establish multiple levels of security to restrict access to areas such as master file maintenance and practice financial data. Do audit trails show which users performed data input?
3. Are screens easy to read and understand? Is data entry set up to minimize keystrokes? Does the system have the ability to let the user customize screens or define required fields that are particular to the practice? The practice must look to how the patient and billing flow is functioning in their office. If data entry is performed at the end of each day the system should be more oriented to batch charge entry as opposed to real time entry when the patient checks out for the visit.
4. Do the master files reflect what information the practice needs to capture such as an adequate number of insurance carriers, fee schedules, user defined fields, providers (physician & non-physician), guarantors, billing formats, etc. and ODBC Connectivity.

[Read the full article to learn more on medical practice software.](#)

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