# FYDO Hospital Update - 13/02/2024

#### **New Acute Certificate Report**

FYDO now offers a powerful new report designed to streamline **Acute Care Certificate** requirements for overnight facilities. The **Acute Certificate Report** provides a comprehensive list of admitted inpatients, displaying exact dates when certificates are required based on the admission date. It includes key details such as **Start Day**, **Adjusted Length of Stay** and **Length of Stay** to help you stay on top of compliance.

Equipped with FYDO's signature **Right-Click Menu**, this interactive report makes it easier than ever to efficiently manager certification obligations.

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#### **Patient Alerts**

Our all-new **Patient Alerts** feature has already been enhanced! You now have the option to automatically tick the **Pre-Admission Contacted** checklist item when marking the **Patient Alert** as **Completed**, making the process even more efficient!

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## **Incomplete Report**

A new filter has been added to the **Incomplete Report** to allow it to be filtered by **Patient Category.** 

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# FYDO Hospital Update - 06/02/2025

#### **Theatre Screen Makeover**

The **Theatre Screen** has been refreshed to align with the new, crisp FYDO look. All existing fields and information remain available, but with an improved layout and workflow. The most notable change is the relocation of the **Theatre Complete** tick box to a more appropriate position.

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### **Theatre Screen Pathology**

The **Pathology** field in the **Theatre Screen** has been updated to allow for more accurate documentation of pathology collection, including the **Pathology Company** and **Number of** 

#### Specimens.

- For procedures without pathology, simply check the **Pathology Nil** tick box.
- If pathology was collected, users can select the pathology company from the **Pathology** drop down and document the **# of Specimens** collected.

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To streamline data entry in the **Pathology** field, pathology companies can be pre-added via **Settings** > **Pathology Providers**, reducing the need for manual entry. However, the field also supports free text if required.

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#### **Tokens for Pathology fields**

< << Specimen>>

- If **Pathology Nil** is ticked, this token will display "NIL"
- $\,\circ\,$  If a number is entered in  ${\it \#}$  of Specimens, this token will reflect that number

• <<Path>>

 $\circ\,$  This token will display the text entered in the  ${\bf Pathology}$  field

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Pathology can be set as a mandatory field if you want to ensure pathology information is entered when the **Theatre Complete** checkbox is selected. To enable this, go to **Settings > System Configuration** and select **Make Pathology Mandatory.** This action can be performed by anyone in your facility with the appropriate access levels.

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#### **Clinical Notes Templates**

A new access level now governs **Clinical Notes Templates**. This access level inherits the settings already assigned to the **User Group** for **Templates**.

### **Excess/Deposit Screen**

The **Uninsured** Field from the **Edit Appointment** Screen will now be displayed on the **Excess/Deposit** Screen, making it easier to identify **out-of-pocket costs**.

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# FYDO Hospital Update - 24/01/2025

#### **Make / Edit Appointment Screen**

The **Make Appointment** and **Edit Appointment** screens have been refreshed! They contain all the same information but feature a new design to enhance efficiency and streamline workflow.

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# **Theatre Booking Screen**

The FYDO **Theatre Booking Screen** has received a makeover! With a fresh new look, it's now easier to read and navigate, aligning perfectly with our updated style!

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# **Bed Tracker Additions**

As part of our ongoing development of **Statistical Discharges**, facilities can now identify these on the **Bed Tracker**. New colours have been introduced to distinguish **Statistical Discharge**, **Statistical Admitted and Leave** 

Statistical Admitted and Leave.

This feature is designed to assist facilities that accommodate long-stay patients.

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### **Patient Audits**

Additional audit logs have been added when amendments are made to the patient screen. New logs include:

- Preferred Name
- Title
- Pronoun
- Home Phone
- Work Phone
- Mobile
- Email
- DOB Estimate

#### **Unbilled Revenue Report**

The Admission Number is now included in the Unbilled Revenue Report > Excel - Raw Data Export.

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## **Refund Adjustment Improvements**

An improvement has been made to the **Adjustments**, enabling facilities to add their own **Refund Adjustment Types** while still assigning a payment type to these adjustments.

To implement this feature, facilities must add an **Adjustment Type** assigned to **Payments**, ensuring the name including the word "Refund".

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# FYDO Hospital Update - 15/01/2025

### **Patient Screen Improvements**

A fantastic new feature has been added to the **Patient Screen** to prevent simultaneous edits by multiple users. If a record is already being edited, any other user attempting to edit it will see a pop-up notification and will be unable to make changes.

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Additionally, if a user has the Patient Screen open, and changes are made to the record while they are viewing it, they will be alerted when they click "Edit". This ensures they are aware of any updates to the information.

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# **Episode Screen Improvements**

The **Episode Screen** has been redesigned to enhance readability and improve the user experience. An additional table has been introduced, making it easier to identify invoices, their adjustments, payments and outstanding balances.

1. The **first table** remains unchanged and continues to display a list of patient's episodes.

- 2. A **new table** has been added to show the totals for all invoices raised for the selected episode.
- 3. The **third table**, which displays detailed invoice information, now only shows details for the selected invoice. This reduces clutter and makes it easier for users to identify issues or necessary changes.
- 4. **New colours** have also been introduced to help users quickly distinguish different transaction types:
  - Deposits & Payments = Green
  - Invoices = White
  - Deleted/Voided = Grey
  - Adjustments = Yellow
  - Reversed = Pink

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#### **Unbilled Revenue Report**

A new field has been added to the **Unbilled Revenue Report**, enabling users to run the report using the **Accrual** method. Previously, the report only displayed unbilled episodes for the selected period as of the time it was run. This default behaviour remains unchanged, with the **Accounting** field set to **Ignore** by default. However, when the new **Accrual** option is selected, FYDO will display all episodes that were unbilled as of the selected report date, regardless of whether they have since been invoiced.

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#### **New Patient Lookup Feature**

The **Patient Lookup** box now includes a new feature that allows users to view patient's episodes. Clicking the **arrow** on the right of the patient line expands the view to display the patient's five most recent episodes, including both future and past bookings. Users can click on the episode to navigate straight to it. This feature is particularly helpful when making patient bookings, to enable users to see when the patients last admission is or if they have any booked in the future.

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#### **Bulk SMS Improvements**

The **Bulk SMS** page now displays the **Out-of-Pocket** information instead of only the **Excess** value, as it did previously. This enhancement allows users to view **all** out-of-pocket details directly from the **Edit Appointment** Screen.

# **Billing Status Report**

**Coder** details have been added to the **Billing Status Report** for the report type **Show All - Inv Summary & Detail > Excel - Raw Data Export**.

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# **Monthly Patient Activity Report**

A new option has been introduced, allowing users to **include** or **exclude cancelled episodes** from the **Monthly Patient Activity Report.** These statistics only include cancelled episodes that have been admitted and discharged. (*Episodes cancelled prior to admission will not be included*)

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# **Recurring Appointment Feature**

Users can now utilise the **Make Recurring** feature to add multiple bookings for the same patient on a **daily, weekly, monthly** or **yearly** basis. Appointments can even be made on certain days of the week e.g. Mondays, Wednesdays and Fridays. This feature is particularly beneficial for rehab and mental health facilities, where daily admissions are common for specific programs.

Utilising this feature results in all the appointments being linked, which enables facilities to link program codes to all episodes, allowing FYDO to determine which days to apply step-downs.



Appointments in a recurring series also include additional options for **Edit Appointments** or **Delete Appointments**.

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# **Statistical Discharge**

Overnight facilities can now use the new **Statistical Discharge** option to handle episodes where a patient's care type changes during their stay. For example, if a patient is initially admitted for an Acute Care surgical procedure and their admission transitions to a Rehab care type, this feature simplifies the process.

Previously, such scenarios required discharging the episode and re-entering all details for the new care type. With this new option, users can statistically discharge the episode, and all necessary information from the initial admission will be automatically copied to create a new episode.

This feature is used by assigning the patients **Mode of Separation** as **Statistical Discharge**, prompting the discharge and automatic re-admission of the patient.

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When this option is utilised, the user will be given a pop-up to ensure they want to proceed and **automatically re-admit** the patient. This feature allows facilities to meet their obligations regarding billing and data extracts for these types of admission, all while saving time on data entry.

## **New Chart Tracking Report**

A new report has been developed to help facilities track the location of charts based on the information entered into the patient's **Chart Tracking** tab. The report includes several useful filters, allowing users to organise information by chart location, status, and more.

This report has also been built to be interactive, with options in the right-click menu to ensure the ultimate user experience.

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# **New Leave Report**

A new report has been developed to provide users with easy access to **Leave** information. This is particularly useful for facilities accommodating extended-stay patients who may frequently take leave.

The report is interactive, featuring options in the right-click menu to enhance navigation and usability.

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### **Create Invoice Screen**

The **Program Number**, entered in the **Edit Appointment Screen**, is now displayed on the **Create Invoice** Screen. This field is editable, allowing users to make changes at the point of invoicing. Ensuring an efficient and simplified workflow for facilities require to utilise Program Numbers.

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### **Billing Status Report**

A new option has been added to the **Billing Status Report > Show Not Billed Only** interactive report, to allow users to navigate straight to the linked **EMR** for that episode.

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# FYDO Hospital Update - 19/12/2024

# **Chart Tracking**

Our enhanced **Chart Tracking** feature is now even more accessible, with the option added to the **FYDO Favourite Right-Click Menu** on the Appointments Screen.

#### **New Tokens**

We've introduced a couple of new tokens

- Patient Screen Document Alert Field: <<pre>realDocAlert>>
- Patients Last Episode Information: <<pre>capatLastEpi>>
- Current Day at Time of Printing e.g. Thursday: <<Datename>>

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For more details about available tokens, please refer to our Wiki Manual links below:

<u>Tokens – General – FYDO Wiki</u>

<u>Tokens - Patient - FYDO Wiki</u>

Tokens - Hospital - FYDO Wiki

# FYDO Hospital Update - 12/12/2024

### **Custom View Additions**

New fields are now available for display in the Appointment Screen Custom Views, including:

- Patients Age
- Surgical Assistant
- Referring Doctor Details (from the Edit Appointment Screen)
- Referral Date (highlighted in \_\_\_\_\_ if expired)

# Waitlist Feature

FYDO now includes a **Waitlist** feature that facilities can use to maintain a list of patients waiting for an appointment time. This feature is particularly beneficial for clinics using FYDO but is also accessible for hospitals too!

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This **Waitlist** can be accessed from the **Appointments Screen**, allowing patients to be added along with details about the type of appointment they require.

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Details that can be logged include:

- Priority Level of their appointment
- Preferred Doctor
- Available Days the patient can attend
- Whether the patient already has a **Future Appointment** booked
- Any **Notes** relating to the entry

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#### **Casebase Fees Import**

Casebase Fees can now be imported directly from an **Excel Spreadsheet.** This fantastic time-saving feature simplifies the process of importing large, Casebase health fund contracts.

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#### **Revenue Report**

A new **Excel - Raw Data** option is now available for the **Revenue Report**, enabling users to export revenue information **Grouped by Episode**.

This export mirrors the standard Raw Data Extract but consolidates episodes with multiple invoices into a single line, displaying revenue at an episodic level.

Please note: this option is only available when the report is generated by **Discharge Date.** 

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# New Invoice Override Feature -

Building on Phase 1 of this feature release in <u>FYDO Hospital Update - 14/11/2024 - FYDO Wiki</u>, the **Invoice Override** function now impacts the **Billing Status > Show Not Billed Only** Report.

Facilities that are unable to raise an invoice for certain episodes can now use the Invoice Override feature to exclude these episodes from the Show Not Billed Only report. For instructions on how to apply the Invoice Override function, please refer to the newsletter linked above.

Episodes marked with Invoice Override will be excluded from the **Billing Status > Show Not Billed Only** Report by default. However, these episodes can still be viewed by unticking the **Excludes Invoice Override** checkbox.

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## **User Group Access Levels**

User Group settings have been revised to improve usability and workflow. The following access levels have been updated:

- Appointments > Edit (Hospital) Grants permission to edit hospital appointments
- Hospital Episode > Remove Episode Grants permission to remove/delete episodes

Please ensure that these user groups are correctly set up for your facilities requirements.

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# FYDO Hospital Update - 05/12/2024

# **Procedures / Proc Notes Defaults**

The ability to default a range of fields based on the **Proc Notes** when entering bookings has become a favourite FYDO feature, saving time and improving accuracy by significantly minimising data entry. We're continually enhancing this functionality to boost efficiency, and this week we're excited to introduce another valuable update! Facilities can now set default values for the **Booking Code 1** and **Booking Code 2** fields via **Settings > Procedures.** 

Additionally, don't forget about the recently added functionality that allows **Doctors** to be assigned to specific Procedures. Leveraging this feature helps streamline the **Proc Notes** field for each doctor, reducing irrelevant entries and minimising the risk of assigning incorrect procedures.

If you'd like assistance setting this up for your facility, our friendly team is here to help. Don't hesitate to reach out!

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# FYDO Hospital Update - 28/11/2024

## **Preadmit Features**

The **Preadmit Holding Bay** has received a makeover! This new design enhances readability and now displays the **Doctor** and **Admission Date** information, supporting an exciting new feature that allows facilities to link admission forms to **specific episodes**!

An additional column has also been added for flags, paving the way for another exciting upcoming update –

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When **committing** a Preadmit form, users will now see a specific pop-up message depending on whether the patient has any future bookings. If the linked patient has a booking for the current or a future date, the pop-up will prompt the user to assign the form to a specific episode!

AND the user will be able to ensure the **Check List** item for **Admission Form Received** is automatically ticked, right from this one screen!

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Alternatively, if the patient has no upcoming appointments, a different pop-up will alert the user that the form can still be committed but will not be assigned to a specific episode.

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### **SMS Additions**

The **Admission Form Received** status is now visible on the **Bulk SMS** screen. This enhancement simplifies sending SMS reminders specifically to patients who have not yet completed their forms. Additionally, a new filter allows the screen to display only patients whose admission forms have **not** been received.

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**Move Theatre Bookings** 

We're excited to introduce a new feature that makes managing Doctors' Theatre Bookings more efficient! With this update, an entire booking – **patients and all** – can now be **moved in bulk**. This enhancement is particularly helpful when a surgeon changes theatres. Instead of moving appointments one by one, users can simply update the Theatre Booking and confirm the change. All linked patient appointments will automatically be rescheduled to a new theatre/day, saving valuable time and effort.

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#### **Overnight Accommodation Fees**

To accommodate the ever-changing health fund contract requirements for Overnight Accommodation Fees, we have extended the number of allowed step-downs from 6 to 15. This update aligns with recent changes introduced by health funds, which provide more step-down options for larger overnight hospitals.

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# **Outstanding Debt Alert**

In August, we introduced a feature that enabled facilities to add an alert for patients with outstanding balances during the booking process. This feature has now been enhanced to include an **outstanding** days field, ensuring that the alert is triggered only for debts overdue by the specified duration.

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# FYDO Hospital Update - 21/11/2024

### **Theatre Roster Additions**

Facilities are now able to store **Files** within a **Theatre Roster**! This feature has been designed to allow facilities to save information, such as the **Doctors Theatre List**, against the corresponding session. Any number of **Files** can be added, so any amended lists or documents can also be saved and will be stored there in case they are ever needed.

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### **Episode Stats Additions**

Additional fields are being added to the **Episode Stats > Excel - Raw Data Export** to enable facilities to easily obtain required information. New data includes:

• **DocScan** - Document Scanned Checklist item is marked

- ReAdm HCP/PHDB Re-Admission field ID, from the Admission Screen
- **ReAdmDesc** Description for above Re-Admission field
- ModeOfSepPHDBDesc HCP/PHDB Mode of Separation, from the Admission Screen
- PayorIden HCP/PHDB Payer Identifier ID, from the Admission Screen
- PayorIdenDesc Description for above Payer Identifier field
- **FundSource** State Specific Data for Funding Source/Agreement field, from the Discharge Screen

# FYDO Hospital Update - 14/11/2024

#### **Other Services Only Invoice**

Facilities are now able to raise an **Other Services Only Invoice** to a "fund". The screen will still default to "Uninsured", as this is the most common use case, but the **Fund** dropdown is now activated, allowing the fund selection to be amended if needed.

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#### New Invoice Override Feature -

In some instances, facilities may be unable to raise an invoice for an episode. These episodes can now be removed from the **Billing Status > Show Not Billed Only Report** by using the new **Invoice Override** feature!

This feature is accessible in the **Episode Screen**, under **Financial Notes.** If it's determined that an invoice isn't necessary, users can go directly from the Show Not Billed Only Report to the Episode Screen and select the **Invoice Override** tick box. Once marked, the episode will no longer appear in the Show Not Billed Only Report.

There is an audit log associated with this box along with a new permission level. By default, this permission will inherit the settings from the existing option to **Delete Transactions.** 

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# **Appointments Report**

The Health Fund Name and Number have been added to the Appointments Report > Excel - Raw Data Export.

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## **Bug Fix**

The issue that some users experienced with the Cancer Registry Data Extract has been resolved.