

Touchworks Training

Charges

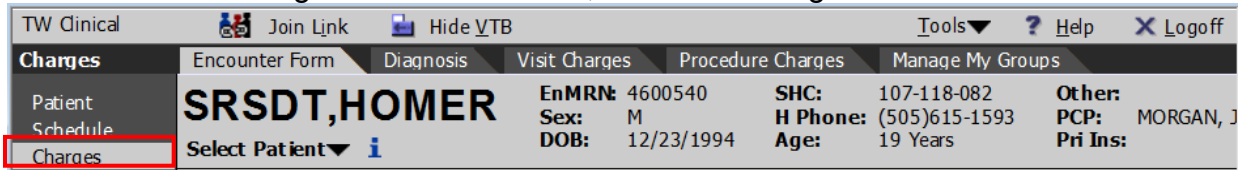


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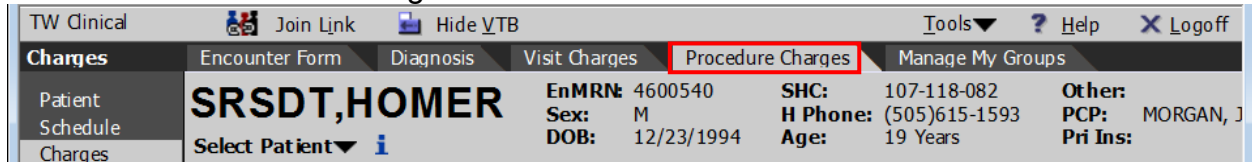
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Charges

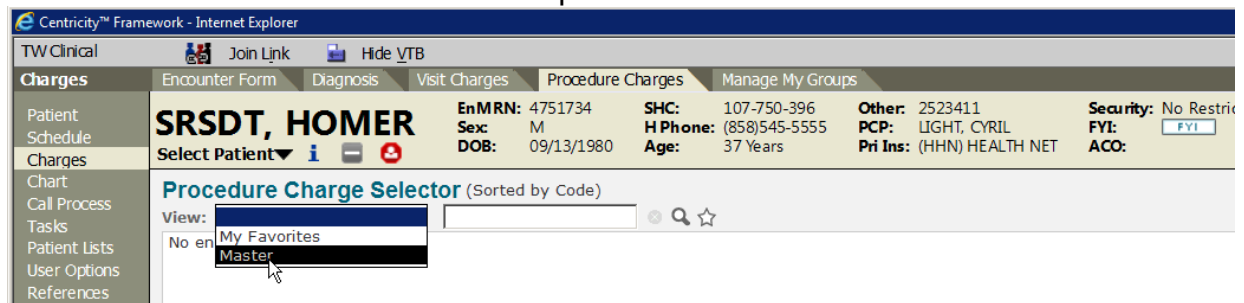
1. To enter charges into Touchworks, click on <Charges> on the vertical tool bar.



2. Click Procedure Charges

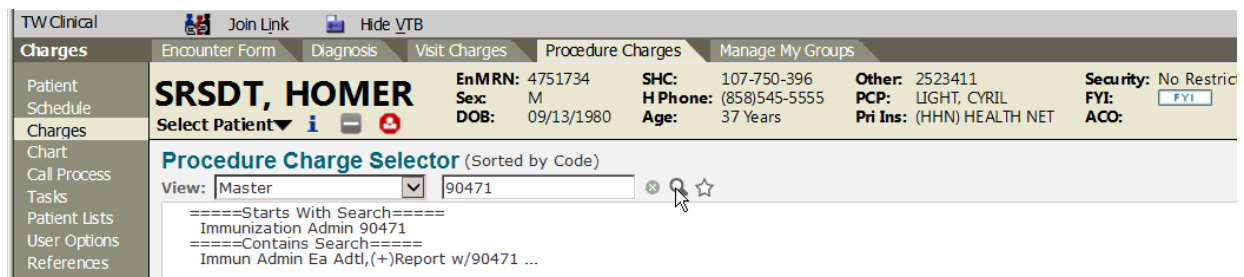


3. Select Master from the View drop down list



4. Type in the name or number of the procedure you are looking for (ex. 90471)

5. Click 



6. Click the procedure code to add

The screenshot displays the TW Clinical Procedure Charge Selector interface. At the top, patient information for SRSDT, HOMER is shown, including MRN, sex, date of birth, and insurance details. The main area is titled "Procedure Charge Selector (Sorted by Code)" and shows a search for "90471". A dropdown menu is open, showing search results for "Immunization Admin 90471". A red arrow points from this search result to a table below.

Modifier Group:	Linked Modifiers	#	ICD-10	Diagnosis
No entries in list				No entries in list

CPT Code@	Modifier	Units	Procedure Charge
90471		1.0	Immunization Admin

At the bottom of the interface, there are buttons for "Charge Details...", "Covered Diagnoses...", "Remove Charge", and "Next". The footer shows the user is MATW18 at Sharp Rees Stealy - San D., with an encounter date of 28 Sep 2017 03:00 PM and type of Appointment.

7. Repeat steps 1-6 for each additional procedure code

Note: Any charges entered will automatically link to all diagnosis for the same encounter

Encounter Form Diagnosis Visit Charges Procedure Charges Manage My Groups

SRSTEST, PAPER EnMRN: 4816081 SHC: 107-877-761 Other: Security: No Restriction
 Sex: F H Phone: (123)456-7890 PCP: SHARP, REES-STEALY FYI: FYI
 DOB: 04-Apr-1994 Age: 24 Years Pri Ins: ACO:

Procedure Charge Selector (Sorted by Code)

View: Master 90471 🔍 ☆

====Starts With Search====
 ✓ Immunization Admin 90471
 ====Contains Search====
 Immun Admin Ea Adtl,(+)Report w/90471 ...

Pages: 1

#	ICD-10	Diagnosis
<input checked="" type="checkbox"/>	1 Z00.00	Encounter for preventive health examination
<input checked="" type="checkbox"/>	2 J06.9	Upper respiratory infection
<input checked="" type="checkbox"/>	3 J45.909	Asthma
<input checked="" type="checkbox"/>	4 M25.579	Ankle pain

CPT Code@	Modifier	Units	Procedure Charge
90471		1.0	Immunization Admin

- Uncheck any diagnosis that do apply to the charge

Pages: 1

#	ICD-10	Diagnosis
<input checked="" type="checkbox"/>	1 Z00.00	Encounter for preventive health examination
<input type="checkbox"/>	2 J06.9	Upper respiratory infection
<input type="checkbox"/>	3 J45.909	Asthma
<input type="checkbox"/>	4 M25.579	Ankle pain

CPT Code@	Modifier	Units	Procedure Charge
90471		1.0	Immunization Admin

- Click next
- Click Submit

Break Link Hide VTB

Encounter Form Diagnosis Visit Charges Procedure Charges Manage My Groups

SRSTEST, PAPER
 EnMRN: 4816081 SHC: 107-877-761 Other: Se
 Sex: F H Phone: (123)456-7890 PCP: SHARP, REES-STEALY FY
 DOB: 04-Apr-1994 Age: 24 Years Pri Ins: AC

Select Patient

Encounter Form

Day THU Date 17 Jan 2019 Time 08:40 AM Appt Provider SPEES,DAVID N(52206 Dept FP Appt Loc RB

Billing Provider: SPEES,DAVID N Division:
 Performing Provider: SPEES,DAVID N Billing Area: RANCHO BERNARDO
 Referring Provider: Location: DOCTORS OFFICE
 Pt Ins:

Primary	#	ICD-10	Diagnosis
Yes	1	Z00.00	Encounter for preventive health examination
	2	J06.9	Upper respiratory infection
	3	J45.909	Asthma
	4	M25.579	Ankle pain

Status	CPT Code®	Mod.	Units	RVU	Charge
😊	90471		1.0	0.58	Immunization Admin

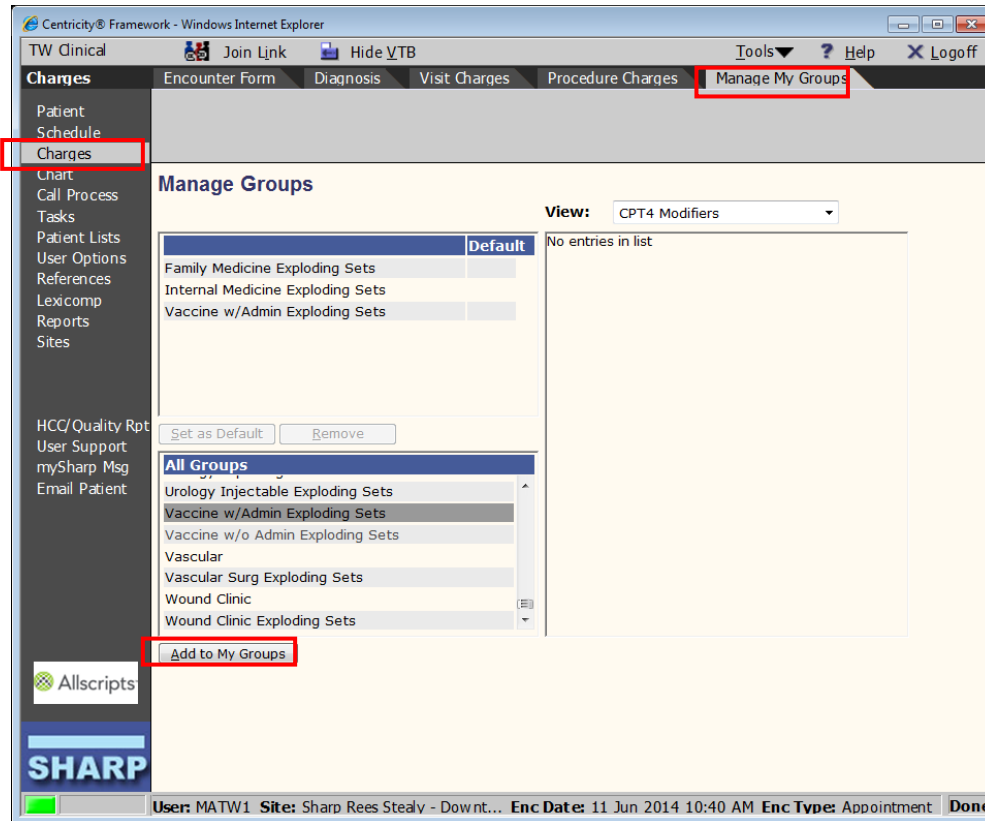
Special Billing: None SB Details.. **Hold for More Charges**

Charge Details... Remove Enc Details... New Task... Save As Draft

- If more charges need to be entered
- Click Hold for More Charges
 - This will prevent the charges from being submitted

Adding Charge Groups

1. To set up charge options, click on the tab, Manage my Groups.



2. Click on the group you wish to add & click [Add to My Groups](#)

Nurse Visits

Nurses may submit charges if the patient does not see the provider.

- Click Charges
- Click Procedure Charges
- Select the correct Procedure Code
- Click on Next

Centricity™ Framework - Internet Explorer

TW Clinical

Join Link Hide VTB Iods Help Logoff

Charges Encounter Form Diagnosis Visit Charges Procedure Charges Manage My Groups

Patient Schedule Charges

SRSDT, HOMER

Select Patient

EnMRN: 4751734 SHC: 107-750-396 Other: 2523411 Security: No Restricted Data
 Sex: M H Phone: (858)545-5555 PCP: LIGHT, CYRIL FYI: FYI
 DOB: 09/13/1980 Age: 37 Years Pri Ins: (HHN) HEALTH NET ACCO:

Procedure Charge Selector (Sorted by Code)

View: Master influenza

====Starts With Search====

- Influenza Assay w/Oobic 87804
- Influenza Vac Preservative Free 3y And Above Im 90658**
- Influenza Vac Split, Pres/Anbx Free Im 90658
- Influenza Vac Split, No Pres, Inc Antigen, Im...
- Influenza Virus Vacc, Quadrivalent Split Vi...
- Influenza Virus Vacc, Split (fluvinn), 3 Yea...
- Influenza Virus Vacc, Split (fluzone), 3 Yea...

====Contains Search====

Pages: 1

Modifier Group: Linked Modifiers

ICD-10 Diagnosis

No entries in list

CPT Code®	Modifier	Units	Procedure Charge	Linked Dx
90471		1.0	Immunization Admin	
90658		1.0	Influenza Vac Preservative Free 3y And Above Im	

Charge Details... Covered Diagnoses... Remove Charge Next...

User: MATW18 Site: Sharp Rees Stealy - San D... Enc Date: 28 Sep 2017 03:00 PM Enc Type: Appointment

Sites

Downtime Alert User Support

Primary	#	ICD Code	Diagnosis
Yes	1	V04.81	Need For Influenza Prophylactic Vacc/Inoculation

Status	CPT Code	Units	RVU	Charge	Linked
😊	90658	1.0	0.00	Flu Vac 3 Yrs Im	1
😬	90471	1.0	0.49	Immunization Admin	1

Special Billing: SB Details... Hold for More Charges

Charge Details... Remove Enc Details... New Task... Print... Save As Draft Submit

- After entering the correct charges, click on the Submit button

What do the faces mean?

- 😊 : Green: Charges entered correctly and may be submitted.
- 😬 : Yellow: Vaccine selected may not be age appropriate.
- 😞 : Red: Information is needed to submit the charge.

