

Will I lose control of my statements?

No, you still have complete control of your statements. You determine which patients receive statements, how much detail to include, and whether to include personal notes or apply finance charges.

How will I know when my statements have started the process to be printed?

The day your statements are printed, you'll receive a confirmation fax with the number of statements.

How will I know when my statements are mailed?

Your statements will be mailed within one business day from the day your statements were processed.

Will I be able to look through my statements before they're sent?

Yes, with the statement wizard you can preview all your statements onscreen before you send them electronically.

Can I add notes for individual patients when they're late on their payment or if it's their birthday?

Yes, you can add individual notes to each statement.

Is there a monthly fee for statements?

There is no registration or monthly fee. The only charge your office will incur is the per statement charge.

Am I obligated to submit for a certain time period?

There is no obligation. You can send your statements for one month and switch back to paper the following month if you desire.

I flip through my statements to pull out any patients who I don't want to receive a bill. What do I do with these?

You can uncheck any statements that you don't want to process. This actually saves you money and time from printing them all out on paper and then throwing them away.

Do I have to send my statements on a certain day?

Your office determines the day your statements are submitted.

How much money will you save?

	Sample	Electronically	Your Office
Number of Patient Statements Per Month	300	300	_____ a
Cost Per Paper Statement	\$0.06	\$0.00	\$ _____ b
Cost Per Envelope (outgoing)	\$0.10	\$0.00	\$ _____ c
Cost Per Return Envelope	\$0.09	\$0.00	\$ _____ d
Cost For Printer & Toner	\$0.25	\$0.00	\$ _____ e
Cost of Labor	\$1.38	\$0.23	\$ _____ f
Postage	\$0.37	\$0.37	\$ _____ g
Total Cost Per Statement (b+c+d+e+f+g)	\$2.25	\$0.60	\$ _____ h
Total Cost Per Month (h x a)	\$675.00	\$180.00	\$ _____ i
Savings Per Month (i - \$180.00)	\$495.00		\$ _____ j
Savings Per Year (j x 12)	\$5,940.00		\$ _____