Services

> This article is part of the systems administration guide. You will require administration access to view the pages mentioned in this article.

Overview

This module deals with the complexity of managing clients receiving different services. It enables CareRight to partition patient configuration for the delivery of multiple services.

Services allow you to restrict the use of patient billing information to be used by a medical provider. The information that can be restricted is Medical Referrals and Health Fund details

Add a new Service type

1. Click **Administration**.
2. Select **Accounting**.
3. Select **Services.**
4. Click the **New** button.
   a. The Services **Details** tab will display.
   b. Enter the **Code** and **Name**.
   c. Checkbox - Use for Admission - This enables the services to restrict for health funds to be available in the Pre-admission or admission. Refer Admissions - Select the Health Fund
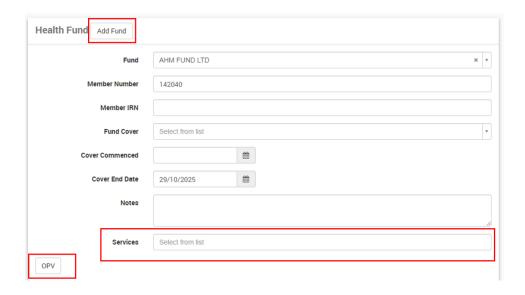   d. Click on **Create Service Configuration** button.

Please Note: The Code field is not editable once the Service type is created.

Health Fund - Add multiple health funds and set Services

The Health Fund section on the patient demographic screen will now be extended to allow recording of multiple health fund memberships.

Services can also be set for each Health Fund.

The **Add Fund** button will allow the user to record a new set of fund details and the **OPV** button is available separately for each fund.

If the patient has more than one active health fund the OPV button will display a dropdown menu listing each active health fund and perform the OPV on the selected fund.

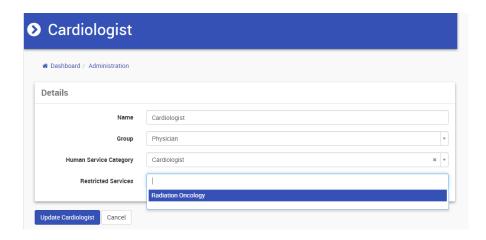The user can add as many fund details as required.

Professional Category - Restricted Services

The professional category model allows assigning one or more services to a   **Restricted Services** field.
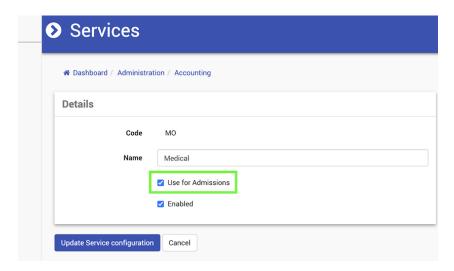
To add Restricted Services for a professional contact,

1. Click **Administration**.

2. Select **Professional Categories**.

3. Select the professional category from the list.

4. Click **Edit** button.

Admissions - Select the Health Fund (Health funds to respect Services - 6.72 Feature)

Selection of Health fund in Pre-admission or admission respects the services.

Services configuration includes a checkbox Use for Admission,

this follows the rule;

- In Creating Preadmission

  When populating a preadmission only allow selecting health funds that;

  1. have no services assigned

  2. Have a service with "Use for Admissions" enabled.

     If there is only one eligible health fund then preselect it.

- In Admitting patient without pre-admission

  If admission is created without a pre-admission then use the following rules:

  1. if there is one eligible health fund select this and set the funding choice to Health Fund.

  2. if there is more than one eligible health fund set the funding choice to Health fund, but present a list of health funds on the admission screen for the user to choose from.

When editing an admission allow the user to change the funding choice in the same manner as pre-admissions allow.