Training Agenda

Wednesday April 24th	Session Topic & Description
9:00am to 10:30am	**Fastrack Boot Camp-** Navigation Options, General Overview of System Structure and Streamlining Modules- such as Pharmacy and HME Work Order Management. Recurring Order Scheduling and Refill Management Options
9:00am to 10:30am	**Documentation Templating in Fastrack-** How to Setup Assessments, Progress Note Templates (Rx Text Templates), Care Planning and Custom Forms, etc.
9:00am to 10:30am	**Getting the Most Out of the Business Intelligence Module-** How to Configure your Own Version of Cubes, Review of each Type of Cube, General Navigation, Tips, and Techniques
10:45am to 12:15pm	**Aligning the Configurable Stars in Fastrack-** Training on the Critical Key Configuration, Flags that Effect Billing- IV/HME and HHA Considerations will be Presented (Oxygen Flags, PA's, Daily Billing Flags, Tax, UM Products, Pricing Hierarchy Considerations, and Custom Forms Linking, Etc.)
10:45am to 12:15pm	**CMN and Other Documentation Tracking for Billing Success-** Understanding Setup and Linking of Documentation and How Holds Work in Conjunction with Rx Entries, CMN Generation, PA's and Other Documentation Requirements in Order to Successfully Bill
10:45am to 12:15pm	**Making Life Easier- Utilities You Can Use in Fastrack-** HCPC Update, Assessment Uploads, Doctor Import, Insurance Import, PECOS, Copy Options, and Many More Utilities
12:30pm- 1:30pm	LUNCH
1:30pm- 3:00pm	**Inventory Considerations-** Physical Inventory, Equipment Management Options, & Inventory Reporting
1:30pm- 3:00pm	**Documentation Templating in Fastrack-** How to Setup Assessments, Progress Note Templates (Rx Text Templates), Care Planning and Custom Forms, etc.
1:30pm- 3:00pm	**Getting the Most Out of the Business Intelligence Module-** How to Configure your Own Version of Cubes, Review of each Type of Cube, General Navigation, Tips, and Techniques
3:15pm- 4:45pm	**Aligning the Configurable Stars in Fastrack-** Training on the Critical Key Configuration Flags that Effect Billing. IV/HME and HHA Considerations will be Presented (Oxygen Flags, PA's, Daily Billing Flags, Tax, UM Products, Pricing Hierarchy Considerations, and Custom Forms Linking, Etc.
3:15pm- 4:45pm	**Denial & Accounts Receivable Management-** Setup of AR Collections Module, Resubmissions, and How to Manage Open Item Changes vs. Patient AR Inquiry
3:15pm- 4:45pm	**Other Modules in Fastrack-** PO Entries and Associated Functionality, Point of Sale Setup and Options, Scheduling of Recurring Supply Orders and Overview of Features