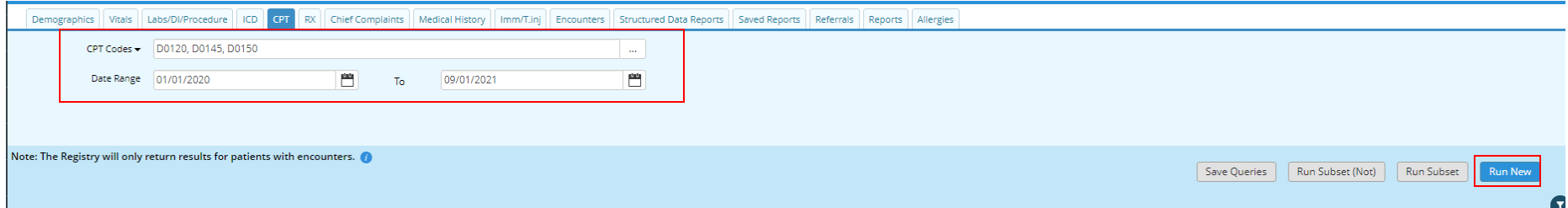


# How to Run Registry Recall

- 1) In the registry select the CPT tab, enter D0120 (periodic exam), D0145 (oral eval less than 3), D0150 (comprehensive exam). Select your date range and click **run** new:



Demographics Vitals Labs/DI/Procedure ICD **CPT** RX Chief Complaints Medical History Imm/T.Inj Encounters Structured Data Reports Saved Reports Referrals Reports Allergies

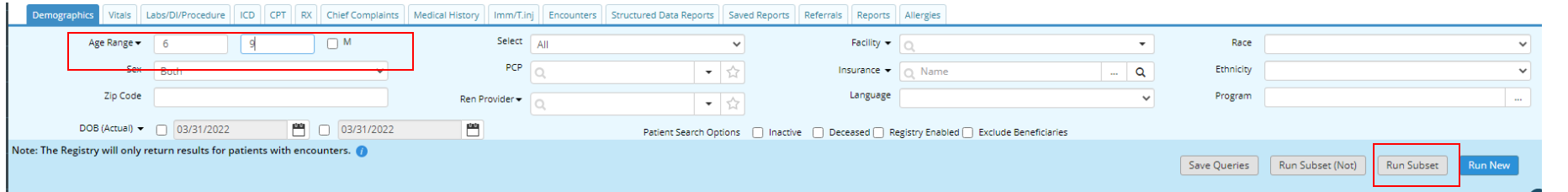
CPT Codes: D0120, D0145, D0150

Date Range: 01/01/2020 To 09/01/2021

Note: The Registry will only return results for patients with encounters.

Save Queries Run Subset (Not) Run Subset **Run New**

- 2) If you wish to contact a specific population, click on demographics tab and enter age range, then click run subset:



Demographics Vitals Labs/DI/Procedure ICD CPT RX Chief Complaints Medical History Imm/T.Inj Encounters Structured Data Reports Saved Reports Referrals Reports Allergies

Age Range: 6-9 M

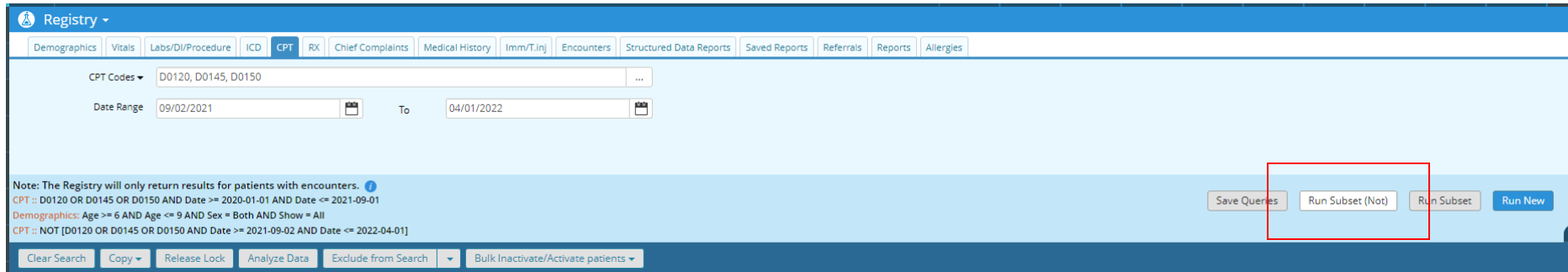
Sex: Both

DOB (Actual): 03/31/2022

Note: The Registry will only return results for patients with encounters.

Save Queries Run Subset (Not) **Run Subset** Run New

- 3) Return to the CPT tab and enter the same CPTs, the most recent six months, then click run subset (not):



Registry

Demographics Vitals Labs/DI/Procedure ICD **CPT** RX Chief Complaints Medical History Imm/T.Inj Encounters Structured Data Reports Saved Reports Referrals Reports Allergies

CPT Codes: D0120, D0145, D0150

Date Range: 09/02/2021 To 04/01/2022

Note: The Registry will only return results for patients with encounters.

CPT :: D0120 OR D0145 OR D0150 AND Date >= 2020-01-01 AND Date <= 2021-09-01

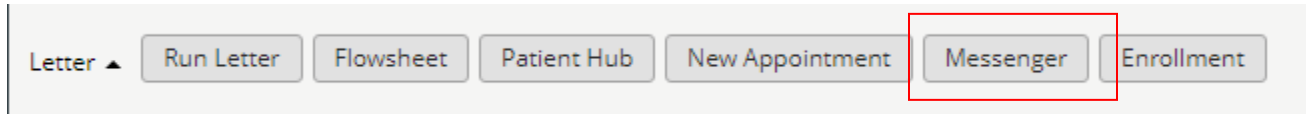
Demographics: Age >= 6 AND Age <= 9 AND Sex = Both AND Show = All

CPT :: NOT [D0120 OR D0145 OR D0150 AND Date >= 2021-09-02 AND Date <= 2022-04-01]

Save Queries Run Subset (Not) **Run Subset** Run New

Clear Search Copy Release Lock Analyze Data Exclude from Search Bulk Inactivate/Activate patients

- 4) Once you have your list, click on messenger at the bottom of the screen:



Letter ▲ Run Letter Flowsheet Patient Hub New Appointment **Messenger** Enrollment

- 5) Choose your modality, click on the dental recall template, change verbiage if necessary, the click send:

# How to Run Registry Recall

Send Message - (100 Patient's Selected) ✕

**Choose Modality**

eMessage
  Voice
  Text/SMS
  Voice Or Text/SMS

**Choose Template**

Provider/ Staff

Message Type

Template	Msg Type
dental recall	Appointment <input type="button" value="👁"/>
Appointment Cancellation	Appointment <input type="button" value="👁"/>
Patient Satisfaction- Dental	General <input type="button" value="👁"/>
Patient Satisfaction- Med	General <input type="button" value="👁"/>
Normal Lab Report	Labs <input type="button" value="👁"/>
Healow	General <input type="button" value="👁"/>
Rx ePrescription	Rx <input type="button" value="👁"/>
Rx Fax	Rx <input type="button" value="👁"/>
Lab published on Portal	Labs <input type="button" value="👁"/>
Balance due	General <input type="button" value="👁"/>
Office closed due to inclement weather	Appointment <input type="button" value="👁"/>
Emergency Notification	Appointment <input type="button" value="👁"/>
Missed Appointment	Appointment <input type="button" value="👁"/>
New patient Appointment	Appointment <input type="button" value="👁"/>
General Appointment	Appointment <input type="button" value="👁"/>

No. of Result  Page 1 of 5

**Preview Message** Text/SMS

SMS Keywords ▾ English ▾

Hello! Our records indicate your child may be due for a dental cleaning. Please call our office at (660) 826-4774 to schedule an appointment. We look forward to seeing you soon!

Number of Message : 2 and 143 Characters Remaining

Total Patients : 100

Send