



IT'S JUST WHAT
THE DOCTORS ORDERED



Medical Mastermind

SOFTWARE UNLIMITED, INC.

A Commitment to Excellence

Maryland-based Software Unlimited has been providing professionals with superior office management systems since 1985. From programming and installation to training and service, we are committed to offering quality products and personalized service that will maximize the return on your computer investment.

At Software Unlimited, we believe that outstanding service and support are just as important as the product itself. That's why we install the system and train your staff, using live data, right in your office. Even if you have no prior computer experience, you and your staff will soon be operating our system like pros.

Long after installation and training, Software Unlimited's full-service guarantee will keep you completely satisfied. Our in-house technical support team is always accessible to troubleshoot your system and provide fast, courteous and comprehensive assistance.

What's more, our continual updates will keep your program current, so you will always be in compliance with the latest regulations and insurance requirements. Likewise, as your practice grows, our software package will continue to satisfy your needs. Just ask any of our clients or, better yet, let us show you ourselves.



Robert I. Jandorf, President
Software Unlimited, Inc.



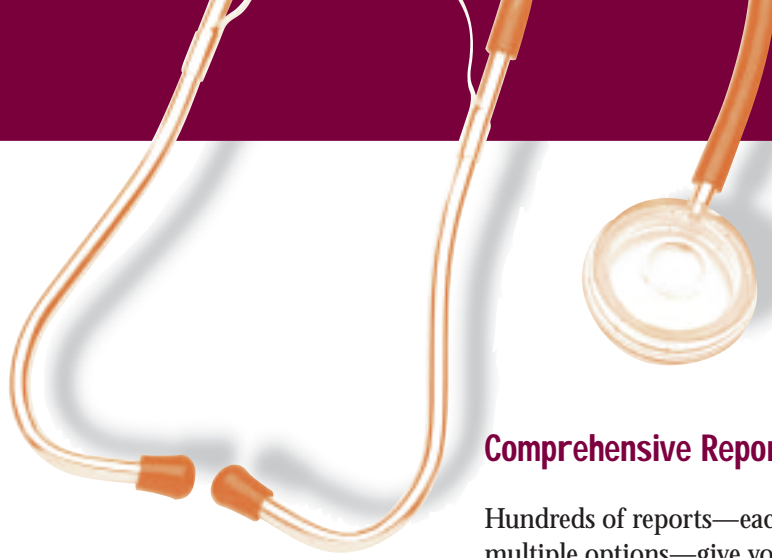
The Cure for Your Office Headaches

The most powerful practice management product on the market, Medical Mastermind is a dream come true for physicians and office managers. This state-of-the art automation package provides a vast selection of indispensable features that enable you to skillfully manage the business end of medicine.

Software Unlimited's comprehensive in-house training and unparalleled support get your office up and running with ease. Pretty soon you'll notice improved office efficiency...maximized cash flow...increased productivity, all of which combine to enhance your practice's bottom line.

Take a few minutes to read about Medical Mastermind's features. You'll understand why it has become the system of choice for so many of the region's health care providers.

Medical Mastermind Features



Ease of Operation

“What would the perfect practice management system include?” That’s the question Software Unlimited asked dozens of health care professionals before Medical Mastermind hit the proverbial drawing board. The result? A highly sophisticated, user-friendly software package that brings their requests to life:

- Menu-driven, easy to learn software
- Single keystroke access to patient information
- Multi-user capabilities
- Handles multiple offices, doctors, fee schedules and hospitals
- Total compatibility with DOS/Novell/Windows networks
- Tracks patients by name (last, last/first or partial), policy number, telephone number and/or account number
- Electronic appointment scheduling
- Built-in word processing
- Comprehensive daily closing reports
- Consistent menu functions with advanced menu bypass options
- Security code and password protection

Electronic Claims Processing

Medical Mastermind’s electronic claims submission capability increases your cash flow by reducing insurance payment turnaround time. Since errors are quickly reported, they can be corrected the same day, and submissions can proceed in a timely fashion. In fact, submitting and tracking insurance claims has never been easier. Here’s why:

- Electronic interface with MHIN/EDS, Camp Hill Medicare, POS, MEDLINK, Blue Shield, Trailblazers and Maryland Medicaid
- Provides all patient information needed to complete HCFA 1500 and UB92 forms
- Electronic posting with your Blue Shield and Medicare vouchers
- Accommodates three insurance plans per patient, per date of service
- Provides aging reports for individual insurance companies
- Prints requests for information for insurance companies
- Provides insurance retrieval by code or by name
- Tracks doctor’s provider number and group number by insurance company
- Tracks doctor’s fee schedule per insurance company and procedure code

Comprehensive Reporting

Hundreds of reports—each with multiple options—give you complete control of your data base and unparalleled record-keeping capabilities. Medical Mastermind enables you to easily access virtually any piece of information you want. Its customized search feature locates information by diagnosis, age, sex and any other patient-related aspects. The following are just a few of Medical Mastermind’s patient reports:

- Patient Remaining Visit Report
- Patient Mailing/Chart/Lab Labels
- New patient report
- Budget payment report
- Patient pre-payment report
- Uninsured patient report
- Patient zip code analysis
- Patient profile search
- Patient birthday search
- Missed recall list



Practice Management

With Medical Mastermind, a clear, concise analysis of your practice's financial information is just a keystroke away. Productivity can be tracked by office, doctor, insurance company, patient, procedure or diagnosis. Every aspect of HMO capitation can be easily handled, and HMO profitability can be tracked by taking into consideration capitated payments, patient co-pays and fee for service payments. Built-in defaults maximize your ability to customize the program to your practice's needs with these and many other reports:

- Charges/payments by procedure
- Monthly receipts by doctor, office and patient
- Company insurance analysis
- Company history analysis
- Patient procedure review
- HMO encounter information
- Company total report
- Average charges per patient
- Charges/payment analysis
- Commission report
- Patient statement report
- Date of service analysis
- Physicians practice analysis
- Credit card report
- Patient list by insurance company
- Individual patient payment reports for year-end taxes
- Monthly patient transactions
- Year-to-date business recap
- Referring physician data base with license, UPIN, Medicare, Blue Shield, Medical Assistance numbers
- Status ledgers with patient/insurance balance aging

Enhanced Billing

Medical Mastermind has 10 different formats for patient billing—each with multiple options. Statements can be printed on plain paper or pre-printed forms; self-mailers, family statements and compressed statements for frequent visits can also be easily printed. Other billing capabilities include:

- Attractive, easy-to-read patient statements with aging balances and customized messages
- User-defined Super Bills or pre-printed Super Bills
- S.A.L.T. billing
- Daily billing record
- Ability to add new diagnoses and procedures while entering charges
- Pre-defined and user-defined patient statement messages

Timely Collections

This sampling of accounts receivable features says it all:

- Patient balance mail merge options
- Patient collection agency report
- Insurance receivable aging summary
- Insurance detail for one company or all companies
- Non-primary insurance aging report
- Negative balance report
- Display receivable aging
- Display control total report
- Display insurance receivables
- Attorney receivable report
- Third party payor report
- Detailed receivable history
- Display insurance category aging
- Tracks and ages outstanding accounts for easy follow-up on delinquencies
- Provides a patient balance review report with aging summary
- Displays/prints patient and family balances on electronic patient ledger screen
- Outstanding balance broken out by patient and insurance company responsibility
- Accommodates accounting notes for each patient
- Quick and easy payment posting and daily payment record
- Displays transaction history ledger entries chronologically, by date of service or in a summarized format
- Provides line item or bulk posting of insurance payments
- Offers complete reporting for both patient and insurance overpayments
- Includes miscellaneous payments interface

Medical Mastermind Features



Flexible Appointment Scheduling

Medical Mastermind's scheduling feature is easy to use and allows for rapid-fire entry of appointments. You'll appreciate the following features, too:

- Arranges appointments by doctor and office
- Customizes length of time between appointments for each doctor
- Closes/opens time slots; displays error messages for restricted times
- Displays doctor's week-at-a glance on one easy-to-read screen
- Searches/prints schedules by appointment time or last name
- Scans forward or backward for any number of days, weeks, months or years
- Shows patient/insurance balance at time of scheduling
- Alerts user when a patient has already scheduled an appointment

Patient Tracking, Follow-Up and Recall

With Medical Mastermind, each patient's allergies, immunizations and medications can be closely monitored. Physicians can easily follow up on patient referrals and test results. In addition, the system prints reminder postcards, reminder letters and mailing labels. It also handles multiple recalls and tracks each recall ever sent.

One-of-a-Kind Service

Outstanding service is the hallmark of Software Unlimited. That's why client phone calls are promptly returned, day or night. And it's why service needs are resolved quickly, effectively and economically. Always.

Installation after installation, the Medical Mastermind affordable office automation system receives rave reviews from delighted users.

"Having spent considerable time interviewing various software vendors, I can assure you that the Medical Mastermind program is by far the best package I have seen."

"When we first purchased the system, we were able to submit Blue Cross and Blue Shield and Medicare claims electronically. As EDS changed and made available commercial carriers and Medical Assistance claims, the Medical Mastermind was upgraded to incorporate the additional electronic submissions. In fact, the program is continually upgraded."

"Your software and service have met my needs effectively, efficiently and economically."

"Your company expressed interest in our needs. Your staff was competent, courteous and patient. All the users have remarked how easy the system is to use and, as a manager, I find the special productivity reports to be invaluable. I believe we have immensely improved our billing and collection practices over our old system. Even though we have not begun electronic billing as yet, I have every confidence when we are ready, it will go smoothly and efficiently."

"Medical Mastermind is concise, efficient, easy to learn and very user-friendly."

"Your company exceeded all of our service and training requirements. The staff is dedicated to high quality service."

"One of the main reasons for purchasing Medical Mastermind was due to the fact that it is locally owned and you are up-to-date with changes in the health field. I wish to thank you for listening to the needs of this area and, in fact, updating your software to fit those needs of the Hagerstown clients."

"When we checked out references, everyone we spoke to made Software Unlimited sound too good to be true, but we have become believers as the service has been beyond what would be expected. Any call is always promptly returned, day or night."

Why not see for yourself? Give us a call!

SOFTWARE UNLIMITED, INC.

Bedford Square
1314 Bedford Avenue
Suite 214
Baltimore, Maryland 21208

(410) 602-9250 Local
(800) 747-9099 USA
(410) 602-9177 Fax

