

1ST To Know

December, 2004



Latest practice management news and product information for healthcare professionals

Come On In

The turnout was overwhelming for 1st Care Consulting's open house celebration in October. Local physicians, existing clientele, new practices, consultants and more joined the 1st Care staff in the unveiling of a new facility and upcoming product lines. The attendees were able to meet the staff, receive free technical consultations, and view demonstrations of new products while enjoying complimentary cocktails and hors-d'oeuvres. Among the products showcased were:

- NDCMediS™oft V.9
- NDCLytec® 2005
- NDCLab Connect
- Charting Plus® EMR
- Spring Charts® EMR
- Fujitsu Scanning™
- Dell Hardware/Networks

1st Care is now able to host events at the facility that allow for one stop shopping for all your practice management technology products and services, as well as provide helpful hints from top practice management consultants. We look forward to seeing you at future events.



Stop in and see 1st Care Consulting at their new location in Lumberton, NJ

\$102,000 Tax Deduction...Sound Good?

Good news! Your business can now benefit more from **Section 179 Federal Tax deduction** then before. This is how it works:

What is Section 179? - Any depreciable capital asset that you purchase and place into your business can be expensed using Section 179 asset expensing. Under this section of the tax code you may deduct the cost of capital assets up to the current limit (which has been increased to \$102,000) for business assets bought or leased after May 5, 2003 and up to December 31, 2004 for the 2004 tax year. Previously, these sorts of assets had to be deducted (*Continued on page 2*)

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- 4.....**Classroom Training Registration Form**

Event Calender-You're Invited!

Month	Event
December	1 st - MediSoft Advanced Reporting Classroom Training
	8 th - MediSoft 101 Classroom Training
	15 th - MediSoft 202 Classroom Training
January	12 th - MediSoft 101 Classroom Training
	19 th - MediSoft Version 10 Release Showing and EMR Demonstraion* Lumberton, NJ
	Tbd - MediSoft Version 10 Release Showing and EMR demonstration* Philadelphia, PA <i>*1st Care to showcase the latest features of MediSoft V.10 and Charting Plus Electronic Medical Records</i>
February	2 nd - MediSoft 202 Training Class
	10 th - EDI Enrollment and Electronic Claims submission - <i>Tips & Tricks</i>
	15 th - Lytec Classroom Training
	16 th - MediSoft Advanced Reporting Classroom Training
March	2 nd - MediSoft 101 Classroom Training
	16 th - MediSoft 202 Classroom Training
	30 th - MediSoft Advanced Reporting Classroom Training

Contact 1st Care's event department at (866)-983-7068 for more details and registration information.

1st care consulting
 Making Your Practice Perfect
 PO Box 493
 Lumberton, NJ 08048
 NDCLytec®
 NDCMediSoft™
 Electronic Medical Records
 Lab Interface Technology
 On-site & Classroom Training
 Custom Reporting
 Electronic Commerce
 Practice Analysis/ Consulting
 Technical / Network Support
 NDCHealth™ Platinum Reseller

Classroom Training Registration Fax back to 1st Care at 609-354-0314

Name: _____

Practice Name: _____

Address: _____

Phone: _____ Fax: _____

How many people will be attending? _____

Please list the names of attendees:

I am currently using NDCMediSoft Version: _____

I have been using NDCMediSoft for _____ years.

*Introductory fee applies to the 1st class you attend.

Introductory fee of \$199/attendee (regularly \$299) or purchase a Three Pack and attend any three classes for \$450

Please reserve my seat for the following:

- MediSoft 101
 Circle date: Dec 8th, Jan 12th, March 2nd
- MediSoft 202 Advanced
 Circle date: Dec 15th, Feb 2nd, March 16th
- Advanced Reporting
 * Circle date: Feb 16th, March 30th
- NDC Companion Products
 *Call 1st Care for dates
- Printed Manual (\$20.00)
 Qty: _____

Method of Payment

Check - Check # _____ enclosed

Visa MasterCard AMEX

CC# _____ Exp. date _____

Signature _____

Please Print _____

...\$102,000 (Continued)

over a five to seven year span. Under the new Section 179 law you can deduct 100 percent of almost all assets in the year that you buy them.

Eligible property - that may be written off in the immediate year of purchase, rather than depreciated over time include:

- ✓ Machinery and equipment
- ✓ Furniture and fixtures
- ✓ Storage facilities
- ✓ Single-purpose agricultural or horticultural structures
- ✓ **Now expanded to include computer software/hardware and Electronic Medical Records!**

Advantages of Section 179 deduction:

- ✓ Fully expense certain business expenses immediately instead of depreciating them across a period of several years.
- ✓ Lowers adjusted gross income- helping you qualify for various deductions.
- ✓ Lowers earned income - increasing your Earned Income Credit.
- ✓ Deduction is allowed in full even if the eligible property is placed in service on the last day of the year.
- ✓ Reduce your practice's business tax liability - You'll have more dollars left after taxes have been paid.

"The ability to expense up to \$100,000 of the cost of depreciable property will significantly reduce the record-keeping burden imposed on small business taxpayers."

The US Treasury reports on www.ustreas.gov (extracted on 11/18/2004) the comments of Acting Treasury Assistant Secretary for Tax Policy, Greg Jenner, on the revised tax law. He states that "The ability to expense up to \$100,000 of the cost of depreciable property will significantly reduce the record-keeping burden imposed on small business taxpayers. In addition, the regulations greatly simplify the manner in which taxpayers may make or revoke these [deductions] and provide flexibility to small business taxpayers ensuring the election [to deduct] is to their advantage.

Now that you have the facts: To take advantage of the revised Section 179 tax deduction you must have your new or upgraded practice management system or Electronic Medical Records implemented before December 31, 2004. Call 1st Care Consulting today for information on how to lease or buy your PMS or EMR systems soon to take advantage of the tax revision. ***Please contact your tax representative for more detailed information on how this applies to you..*

Coming Soon...

NDCMediSoft™ Version 10

NDCMediSoft Practice Management System Version 10 is due to be released on January 25, 2005. If you haven't already ordered your software don't wait any longer.

New Features:

- NEW!** HIPAA Security Ready (April, 2005)
 - Secure access management tools
 - User-based log in and activity reporting
 - Database encryption option
- NEW!** Worklist for collection management
- NEW!** Patient collection letters
- NEW!** Patient statement automatic generation based on insurance payment
- NEW!** More reporting customization options with Crystal Reports - 8 New Standard Reports.
- NEW!** Patient Archiving
- NEW!** Patient Account Quick View

Pre-Release Benefits:

1st Care is offering an exclusive pre-release option that benefits your practice and your pocket tremendously.

By pre-ordering your Version 10, you will receive:

- ✓ Pre-release pricing on your V.10 - **save up to \$500**
- ✓ Your practice will be HIPAA ready for new Security Standard that takes effect in April, 2005
** See related article.*
- ✓ Take advantage of Section 179 Tax Deduction
**See related article.*

Spyware & Malware...

Are you safe? If your workstation or network is browsing the Internet, chances are you have become a victim of Spyware or Malware. When a PC is infected with this type of intrusive software every keystroke, every web site and every conversation could be recorded or monitored. The consequences of spyware and malware infections can include banking and identity theft, unusual computer problems, slow Internet access, changed browser homepage, search pages or favorites, excessive numbers of pop-up, and a threat to the integrity of your patient data.

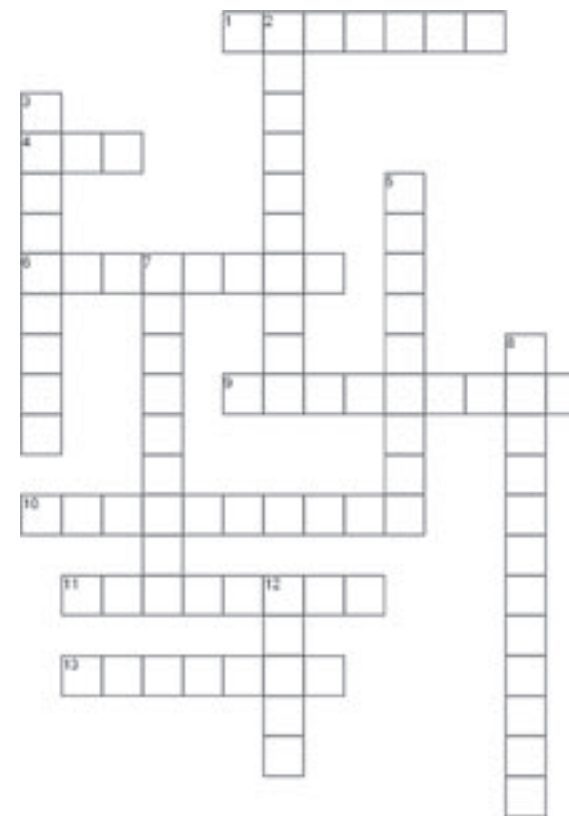
To keep your PC safe from intrusion:

- * Limit your employee's access to Internet sites.
- * Do not download free screensavers, or click banner ads.
- * Read software download agreements thoroughly.
- * Install legitimate spyware detection and removal software.

Spyware was found on 80% of computers in a study, conducted by America Online, Inc and the National Cyber Security Alliance. 1st Care Consulting can help prevent your office data and private information from being the next victim. To speak to a technician call (866) 983-7068.



All answers may be found in this edition of 1ST To Know



Across:

- 1) One leading cause of computer malfunction.
- 4) Electronic Medical Records
- 6) A product showcased at Open House
- 9) Advanced ___ training classes available.
- 10) Federal tax law revised.
- 11) Charting Plus uses Practice ___ reporting and merging information.
- 13) HIPAA tool kit.

**Email tammy@1cc.us for answer key*

Down:

- 2) ___ pricing available for MediSoft Version 10.
- 3) 3rd component of Security standard - ___ safeguards.
- 5) Date of MediSoft V.10 release showing
- 7) 1st Care is located in ___, NJ
- 8) ___ fee for 1st time training class attendees.
- 12) HIPAA Security deadline - ___ 2005

Tech Talk

Drug recalls are happening more and more. What can I do to notify the appropriate patients as quick as possible?

Before you can notify your patients you must be able to identify who is effected. The best way to do this is through reports available in your Electronic Medical Records System (EMR). If you are using Charting Plus EMR® you may track this information and notify clients one of two ways.

- 1) Run a patient object query - This is done by going to view, select patient object query, select item type (i.e. Medication), search text should be name of medication (i.e. Vioxx). This allows you to view a list of patients who have a history of taking the medication. If a mail merge is required, the second option is best.
- 2) Use the Practice Panorama Module in Charting Plus to create a custom-multi-variable query of the appropriate patients. Then perform a mail merge of the data to quickly send notification letters. **Contact 1st Care for more ways EMR can improve your practice.*

HIPAA Security Provision Right Around The Corner

Deadline - April, 2005

The Health Insurance Portability and Accountability Act (HIPAA) began to take effect in April of 2003. The final standards regarding security must be in effect for all entities that have dealings with electronic protected health information (ePHI) by April, 2005.

HIPAA Time-line:

- Privacy** - April 14, 2003
- Transaction & Code Set** - July 6, 2004
- National Employer Identifier** - July 31, 2004
- Security** - April 25, 2004

The HIPAA Security Standard is in conjunction with the initial privacy standard, however it pertains specifically to electronic information. The goals of the security standard are to ensure the confidentiality, integrity and availability of all ePHI and to protect against anticipated disclosures and threats to the security of the information.

Components of the Security Standards

I) **Administrative Safeguards** - Work force training, contingency planning, risk assessment, and risk management are critical to achieving security compliance.

II) **Physical Safeguards** - Concerns access to both physical structures of electronic data equipment (workstations/servers etc...), and the ePHI itself. Policies for appropriate use, physical attributes, security of workstations, and the addition and disposal ePHI are required.

III) **Technical Safeguards** - Limiting unauthorized access is essential. Unique log-ins are required. Audit logs must be maintained for all activity concerning ePHI. To protect networks, security encryption is a requirement.

**The above components are an overview provided as a service. See full HIPAA guidelines for more detailed information.*

1st Care offers the following products to aid in making your practice HIPAA ready:

NDCMediSoft Version 10 (See related article)

NDCLytec 2005 (Enhanced features for HIPAA requirements)

HIPAA Rx (Tool kit - everything you need to know about HIPAA)