

# EON SYSTEMS NEWSBIT

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PRACTICE MANAGEMENT AND DOCUMENTATION SOFTWARE DECEMBER 2007

## End of Year Procedure

The Practice Solution™ allows you to choose *when* your year is to end (i.e. a calendar year of January through December, or a fiscal year ending on a different month, for example, October).

This information is the current period in the clinic's information. It is tracked and updated automatically by TPS™.

Name:	Allis Well Clinic	Clinic#:	1
Address:	14431 - 171st Ave N E	Start Date:	01/05/1999
City, State, Zip:	Seattle WA 33756	Current Period:	12
Phone:	(206) 555-4488	Modem:	(206) 555-6844
		Current Year:	2005
		End of Week:	Friday
Registration Code:	20435745-ALLS00114430002520101231A\INSE1		
<b>Patient Defaults</b>			
City, State, Zip:		<input checked="" type="checkbox"/>	Appointment Reminder
		<input type="checkbox"/>	SDAP Notes Doot Specific
<b>Service Defaults</b>			
Default Tax(es) applicable to SERVICE Items. (Hold the Control Key down and mouse-click to (de)-select a tax.)	Inventory Tax	8.200	
	Service Tax	0.000	
Tax(es) applicable to INVENTORY Items. (Hold the Control Key down and mouse-click to (de)-select a tax.)	Inventory Tax	8.200	
	Service Tax	0.000	
		<input checked="" type="checkbox"/>	Use Fast Payment "Auto-Complete" method on Service Entry form

As you run the End of Month process during closing, this current period gets updated by 1. For example, your business runs on a calendar year. So, if you started with TPS during the month of September, you would set the current period to 9.

Next, when you check the end of month box during the closing on the last working day of September, TPS will increase the current period automatically to 10. During the end of month closing for October it will increase it to 11 and so on.

Next, when you check off the box to do the end of the month closing on the last working day in December, TPS will change the current period to 1, the current year to the next year and roll over your Year to Date business numbers to start the new year's tracking.

Several other internal actions are simultaneously triggered by the Year End process. This includes:

- (A) Your **YTD Visits** in the Patient's Claim files roll back to zero.
- (B) The business numbers **start anew** to track the figures for the new year.
- (C) The **Deductibles used** are rolled back to zero.

**PLEASE MAKE SURE that your "current period" in the Clinic Information is correct before performing your month end closing in December.**

**NOTE:** Deductibles and YTD Visit numbers are dependent on one additional item. This is the **date** on your computer when you are **running** the closing process. If you are closing your year for December and your computer is on a January date, then February deductibles and February YTD visits will get reset (**not January's**).

*This TECHNICAL TIP column was previously published in Newsbit. It has been updated and reprinted by request.*





## *EON Systems, Inc. Holiday Schedule*

Monday, December 24, 2007 — Christmas Eve — Open until 12 Noon EST

Tuesday, December 25, 2007 — Christmas Day — Closed

Monday, December 31, 2007 — New Year's Eve — Open until 3 PM EST

Tuesday, January 1, 2008 — New Year's Day — Closed

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FROM EON SYSTEMS, INC.**

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**We wish you a  
Merry  
Christmas  
and a  
Happy  
New Year!**

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or

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Costa Mesa, California*

*Michael Freeman  
Salem, Oregon*

*Dr. Pinkus  
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*Dr. Daniel Dahan  
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Long Beach, California*

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December 6, 2007  
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