

Setup Electronic Claims for Practice-Web v3.1x

ClaimConnect/WebClaim

1. Click on Lists Menu from the top menu of Practice-Web Dental then click on Clearinghouses.
2. The Clearinghouses dialog will appear.
3. If WebClaim or Claim Connect is not in the list, then click on the ADD button.
4. The Edit Clearinghouses dialog will appear.

Edit Clearinghouse

Not all values are required by each clearinghouse. You should read the manual to see how to fill this out.

Description

Clearinghouse ID

Login ID

Password

Claim Export Path

Report Path

Format

Comm Bridge

Launch Client Program

Is Default (if this is your main clearinghouse for most claims)

Payors

The list of payor IDs should be separated by commas with no spaces or other punctuation. For instance: 01234,23456 is valid. You do not have to enter any payor ID's for a default Clearinghouse.

5. Populate the fields as needed.
 - Description - Enter Claim Connect.
 - Clearinghouse ID - Enter 330989922
 - Login ID - Enter your assigned user name.
 - Password - Enter your assigned password.
 - Claim Export Path- Enter C:\Webclaim\
 - Report Path - Leave blank.
 - Format - Click on the down arrow button and select X12.

- Comm Bridge - Click on the down arrow button and select WebClaim.
- Launch Client Program – Leave blank.
- Is default - Place check mark in the box.
- Click on the OK button.

Setup ClaimConnect Reports

6. Click on Setup Menu from the top menu in Practice-web Dental then click on Program Links.
7. The Program Links dialog will appear.
8. Click on the ADD button.
9. The Program Link dialog will appear.

The screenshot shows the 'Program Link' dialog box with the following fields and options:

- Internal Name: [Text Input]
- Description: [Text Input]
- Enabled:
- Path of file to open: [Text Input]
- Optional command line arguments: [Text Input]
- Text on button: [Text Input]
- Add a button to these toolbars:
 - AccountModule
 - ApptModule
 - ChartModule
 - ImagesModule
 - FamilyModule
 - TreatmentPlanModule
 - ClaimsSend
- Additional Properties (you can edit, but not add): [Text Area]
- Notes: [Text Area]
- Buttons: Delete, OK, Cancel

10. Populate fields as needed.
 - Description - Enter ClaimConnect Reports.
 - Place check mark in the 'Enabled' box.
 - Path of file to open, enter C:\Program Files\Internet Explorer\IEXPLORE.EXE
 - Optional command line arguments - Leave blank.
 - Text on Button - Enter ClaimConnect Reports.
 - To add a button to the toolbar, highlight AccountModule.
 - Click on the OK button.
 - Set your homepage in your Internet Explorer browser to <http://www.dentalxchange.com/newdxc>

Tesia/ClaimX

Server Installation

Prior to the installation, decide which computer will be your server for Tesia/ClaimX. It is recommended to use the same computer that Practice-web is installed on.

1. Exit any other programs, if running.
2. Insert the Practice-Web CD into your CD ROM drive.
3. From the Practice-Web CD menu, go to Products & Services, click on Practice-Web Dental then click on Install.
4. From the menu, click on the **Install ClaimX** button and select **Install Server** to start the installation.
5. The Windows Installer window will appear as the installation continues.
6. The Welcome to the ClaimX Setup Wizard window will appear. **Click** on the **Next** button to continue.
7. The Select Installation Folder window will appear. It is recommended to use the default installation directory.
8. **Select** the **Everyone** radio button.
9. **Click** on the **Next** button to continue.
10. The Confirm Installation window will appear. **Click** on the **Next** button to continue.
11. During the installation, the ClaimX window will display a progress bar.
12. After installation is complete, **click** on the **Close** button.
13. If you are prompted to reboot your computer, go ahead and do so. If you are running the server installation and the ClaimX server is also the server for your Practice Management System or other critical applications make sure that everyone is out of the other programs before rebooting your server.
14. The ClaimX Setup window will appear to confirm that the setup was successful. **Click** on the **OK** button.

ClaimX Server Configuration

1. Start the server configuration program by **double-clicking** on the **ClaimX Server Config** icon on your desktop.
2. Make note of the Server Name and the ClaimX Server Port number. You will need to enter them when setting up workstations.
3. Server Name: _____
4. ClaimX Server Port #: _____
5. **Click** on the **Add** button.

6. The PMS Database Setup window will be displayed.
7. Database Name - Enter – Practice-Web FreeDental.
8. Database Folder – Enter the path to your PMS database by **clicking** on the **Browse...** button and navigating to the data path through My Network Place. This path should be in UNC format, \\Servername\Path. Sometimes it will be in a format such as \\Servername\ShareDrive\Path. An example would be \\Server\mysql\data\freedental if the server name were Server. Your UNC path may be different depending on how your network has been set up. You will need to make sure that the directory where the data is located (C:\mysql\data\freedental) on the Practice-Web Dental server is shared so you have access to it. Your network administrator may need to be consulted if you run into difficulties.
9. ClaimX Database Folder – This is where the ClaimX database will reside. Tab from the Database Folder field to the ClaimX Database Folder field and it will automatically be filled out for you. If you have to manually fill out the field, you will need to create a folder named “ClaimX” at the Database Folder path listed in step 8 using the ClaimX Database Folder Browse button. An example would be <\\Server\mysql\data\freedental\ClaimX>.
10. ClaimX Account Information – Enter your ClaimX account Username, Password and confirm the password. If you have already submitted your signup paperwork and not received your ClaimX username and password yet, contact Tesia Support at 800-724-7240 or E-mail to support@extradent.com. If you have dialup Internet access, connect your computer to the Internet. Once you have entered the information, **click** on the **OK** button to close the PMS Database setup window.
11. **Click** on the **Stop** button and then on the **Start** button to stop and restart the ClaimX Service so the changes will take affect immediately.
12. Click on the Close button to exit the ClaimX Server Configuration window.

ClaimX Workstation Installation

The Workstation Installation and Workstation Configuration will need to be repeated on each workstation that will use the Tesia/ClaimX program. If you are using the server as a workstation also, you need not perform the workstation installation on that machine. Tesia/ClaimX is automatically installed on the server during the server install.

1. Exit any unnecessary programs.

2. From the Workstation, insert the Practice-Web CD into your CD ROM drive.
3. From the Practice-Web CD menu, go to Products & Services, click on Practice-Web Dental then click on Install.
4. From the menu, click on the **Install ClaimX** button and select **Install Client** to start the installation.
5. The remaining steps are the same for the workstation install as for the server install except that the messages and windows will have “ClaimX” instead of “ClaimX Server” in the title bar for the workstation installation. See the section above titled **Server Installation** for instructions on completing the workstation install before continuing with the **Workstation Configuration** section that follows.

ClaimX Workstation Configuration

1. Start the Tesia/ClaimX program by **double-clicking** on the **ClaimX** icon on the desktop.
2. The first time you start Tesia/ClaimX on a workstation the “Locate ClaimX Server” window will display. Enter the Server Name in the Server Name / Address field as you recorded it above during the Server Configuration. If for some reason you changed the ClaimX Server Port during the Server Configuration, you will also need to enter that information. **Click** on the **OK** button.
3. When the Login window appears, type in “administrator” for the Username and leave the password blank and **click** on the **OK** button.
4. If you receive a message stating that a new version of ClaimX was downloaded to your server, **click** on the **OK** button to continue. You can wait until after you have finished installing and configuring all your workstations before you apply the update. When you are ready to apply the update see [Chapter 4: Updates](#) from the ClaimX help file.
5. **Close** the ClaimX program.

Add ClaimX to the Practice-Web Program Links

1. Open Practice-Web Dental.
2. Click on Setup.
3. Click on Program Links. The Program Link dialog will open.
4. Populate the fields as needed.
 - Description - Enter ClaimX
 - Place a check mark in the ‘Enabled’ box.
 - Path to open file - Enter C:\Program Files\ClaimX\ClaimXClient.exe
 - Optional command line arguments - Leave blank.
 - Text on Button - Enter ClaimX
 - To add a button to toolbar, highlight AccountModule.
 - Click on the OK button.