

# Resource Scheduling



## *PiMS Patient Information Management Solutions*



### **PDM**

#### **Productive Data Management**

provides today's medical facility with cutting edge solutions to patient information management. Our user-friendly software is designed to save time, increase efficiency and speed up the flow of patients in a variety of office settings. So whether yours is an office with a few physicians, a clinic with many specialties, or a hospital, PDM has the technology to streamline your patient information and the flexibility to change as your needs change.



**PiMS Scheduling** is an easy-to-use program that takes the frustration out of scheduling appointments and procedures. This innovative management tool eliminates the need to manually coordinate physicians, support staff, and examination rooms because it does the work for you. And its patient-friendly features allow you to deliver higher quality healthcare for your patients.

#### **Interactive Scheduling**

PiMS Scheduling effectively coordinates the various calendars necessary to schedule a procedure. This may consist of a single physician or a combination of resources (additional doctors, support staff, examination rooms). Once the program identifies dates and times available to all involved resources, the appointment is confirmed and the calendars are automatically updated.

The revised calendars can be conveniently accessed by others in your facility.

With Scheduling, you can even coordinate a number of resources across multiple offices/clinics for a single appointment. For example, you might schedule a radiology visit alongside an orthopedic visit.

#### **Flexible Search Options**

PiMS Scheduling offers a variety of time-saving options for locating the optimal appointment. These include range of dates, times, and days of the week. Calendars belonging to a group of providers can be searched to find the first available appointment within that group—a valuable option when patients request the first available physician.

## Calendar "Preferencing"

Scheduling's preferencing feature enables you to respond to unique time requirements of physicians and other resources. For example, a physician might specify that Tuesday mornings be set aside for new patients only. In such a case, preferencing holds the requested time slots for new patients until a designated time when it releases unfilled slots to allow other types of visits.

## View Schedules

Viewing patient/resource schedules is quick and easy with PiMS Scheduling because it allows you to access them in a variety of ways—by scheduling group, location, patient, resource(s) and registration area. In addition to providing separate daily schedules for both the front desk and the nursing station, Scheduling also produces medical record pull lists, no-shows, cancellations, and reschedule worklists.

## Patient-Friendly Scheduling

PiMS Scheduling enables those who are knowledgeable about physician preferences, and clinic policies and procedures, to define scheduling guidelines. Once defined, Scheduling will locate the correct appointment within the guidelines, regardless of who initiates the process.

For added efficiency, and to provide higher quality healthcare service for your patients, PiMS Scheduling generates appointment reminders, itineraries, reschedule notices, and no-show letters.

## Easy Integration

Upgrading your office with PiMS Scheduling is simple because it can be easily integrated with your existing patient management or ADT system. And when used in conjunction with PiMS Registration, each scheduled appointment automatically creates an account within Registration, eliminating yet another manual step.

## System Features

- ◆ Supports the standard relational database systems.
- ◆ PiMS graphics capitalize on Windows® easy-to-use graphic environment.
- ◆ Supports a central patient information database that is shared among numerous facilities. Allows offices to use medical record numbers or corporate membership ID's to identify the patient.
- ◆ PiMS table-driven functions can be customized to meet your specific business needs, without programming or losing technical support.
- ◆ PiMS is designed to interface with existing mainframe or LAN systems.
- ◆ PiMS uses the distributed logic architecture of the client/server model to maximize efficiency and reduce network and database traffic.
- ◆ PDM guarantees compliance with HIPAA and other federal/state regulatory requirements.

## What PiMS Resource Scheduling Will Do For You

- ◆ Automatically coordinate appointments between the patient and physician, and any other resources (support staff, examination rooms, additional doctors).
- ◆ Schedule multiple resources across multiple facilities for a single appointment.
- ◆ Search calendars according to a specific date, day of the week, a given date range, or first available.
- ◆ Automatically schedule recurring appointments.
- ◆ Search for first available within a "pool" of resources.
- ◆ Support the physician's preference for specific patient types, such as "new patients on Tuesday mornings only".
- ◆ Schedule appointments as far in advance as desired.
- ◆ Along with PiMS Referral Tracking, will track the number of remaining visits for each authorization.

## Other PDM Products

**PiMS Registration.** Manages the patient record for multiple facilities and provides a solid foundation of information for accurate billing.

**PiMS Admissions.** A comprehensive ADT system designed to streamline the management of inpatients, outpatients, ER and surgery patients.

**PiMS Billing and Collections.** A flexible application that manages the entire billing and collection process from start to finish.

**PiMS Pharmacy.** Provides today's ambulatory pharmacy with cutting edge solutions to medication dispensing.

## Minimum Configuration

- ◆ **File and Database Server:**  
Dual processor recommended  
Windows® NT or 2000  
128-256 MB RAM  
1-2 gigabytes of available hard disk space  
Relational database management system
- ◆ **Client Workstation:**  
Pentium® 166 or higher  
64 MB RAM  
Windows® 9x, 2000, XP, or NT

## For More Information

To learn more about how PiMS software can work for you, please contact us at:

PDM Productive Data Management  
19745 E. Colima Rd, 1-601  
Rowland Heights, CA 91748

Telephone: 323-725-2904  
Fax: 323-375-0580

Contact us at:

[www.pdmsoftware.com/contact](http://www.pdmsoftware.com/contact)

Be sure to visit our web site at:

[www.pdmsoftware.com](http://www.pdmsoftware.com)

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