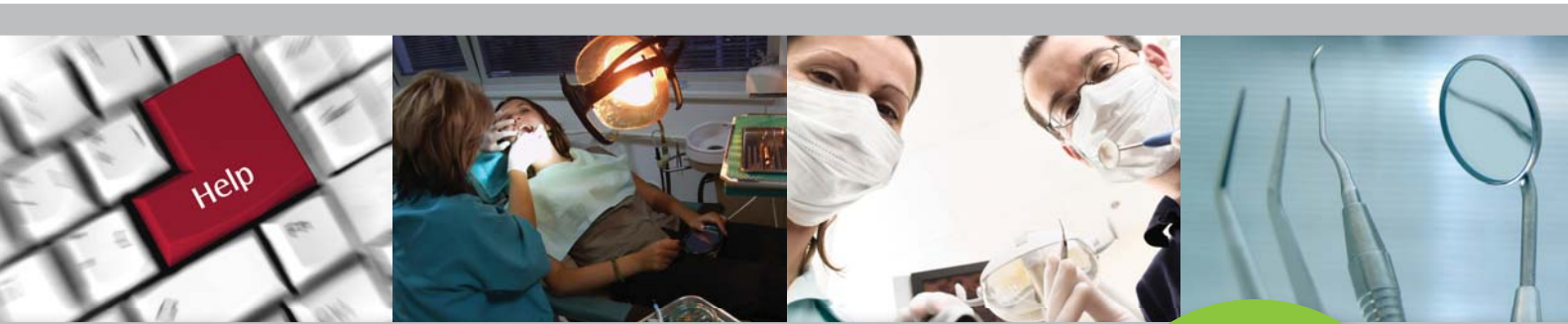# shire
dental
System

Practice Management Software
for the Dental Profession

Shire Dental Systems Limited

Shire Dental System

We have supplied Dental Practice Management Systems since 1991. The Shire Dental System can make you more money, make life easier, enhance the image of the practice and comply with new legislation. We handle all aspects of computerisation including ongoing development, installation, consultation, training, maintenance and software support.

Shire Dental is a robust and powerful Practice Management System offering all the tools and outstanding features required in a busy Dental practice. The system is suitable for both Private and NHS practices and we have the latest EDI Certification.

Reception Module

From express registering patients to quickly suggesting appointment times for check ups and treatment plans, Shire Dental is designed to help you. With a few simple instructions Shire Dental does the work for you. Clear and uncluttered screens will allow you to navigate quickly through the system. Pop up warnings will alert you of incomplete medical histories, overdue balances and any other notifications that may have been logged for individual patients. Recall management is performed by mail merge or at the touch of a button for paper free Email and SMS reminders.

RECEPTION MODULE can be purchased alone without the clinical charting features …You could upgrade to charting at a later date.

Patient Details

The Royal Mail Post Code Database for your area is included enabling quick and easy entry of new clients.

The screen links all Family members.

Shows all past / future appointments and the next recall due.

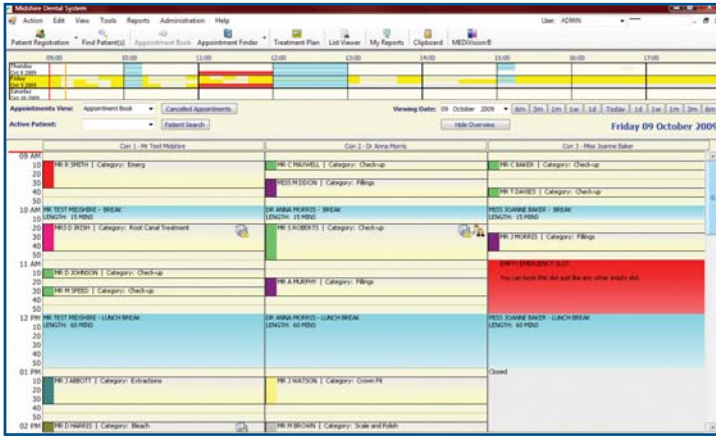Holds unlimited contact phone numbers and email addresses.

Very powerful and fast searching for existing patients using surname, address, Post Code, telephone number or a comment or phrase.

Express patient registration option allows speedy booking of appointments for new patients.

Shows the respective Fee scale for patient.

Shows the preferred dentist.

The Appointment Book

Easy to configure to show any number of rooms or block out times and days on specific rooms to suit availability.

An optional colour coded summary view is displayed.

Appointments can be dragged and dropped as required.

Automatically finds the next suitable available time allowing preferable days and times to be found.

Bookings for either single patient or for all family members.

Multiple appointments from a treatment plan.

User defined views and colour schemes.

Clipboard facility to allow quick re-selection of patients.

Online appointments.

Online appointments - patients can book their own appointments via the internet.

Patient Overview

Double click on any client in the appointment book and you can see an overview of activities including:
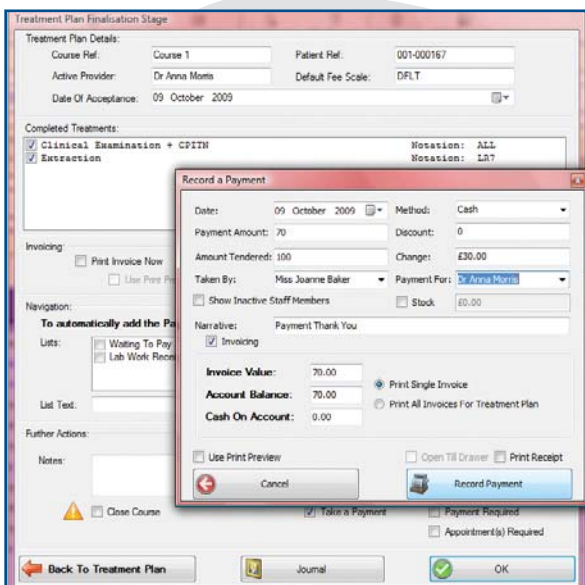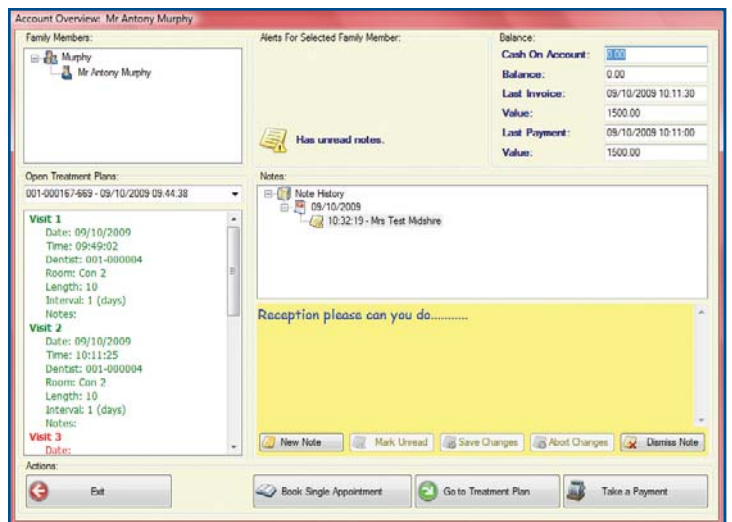
Financial activities including balance and last payment date.

Open treatment plans, amend visit dates or go directly to a specific course and amend the details.

View medical alerts and warnings, for outstanding payments, appointments to be booked, incomplete medical history and any other unread messages.

Internal 'post it note' messaging for staff quickly displays previous and new unread messages.

Linked family members clearly displayed.

Payment Screen

Multiple payment types, for instant cash, cheques, credit and debit cards.

User definable layouts for invoices, estimates, receipts, statements and consent forms.

Cash book report allows for reconciliation with bank paying in book.
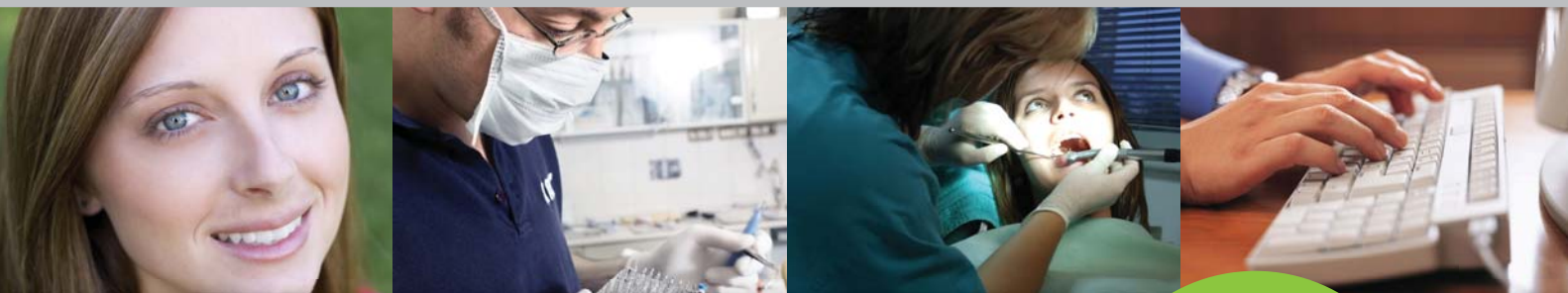
Financial report of debtors and slow payers.

Can be linked to a cash drawer where opening is controlled by the system.

Records over the counter stock sales.

Aged debt reports with links to Microsoft Word for debt letters or Excel for more detailed analysis.

Clinical Module

Shire Dental provides full patient records; including clinical notes, treatment history, clinical charting, CPITN, full periodontal charting, photograph and X-ray storage. Shire Dental updates in real time so as work is being recorded, the bill will automatically be generated at reception. Similarly, as soon as a treatment plan has been recorded reception is notified to book the necessary appointments. Shire Dental features a clipboard enabling quick back tracking to work done and patient's seen that day. Shire Dental also fully integrates with patient education software MEDiVision .

Charting

The charting screens have been designed to be quick to use and are not heavily dependent on mouse movements.
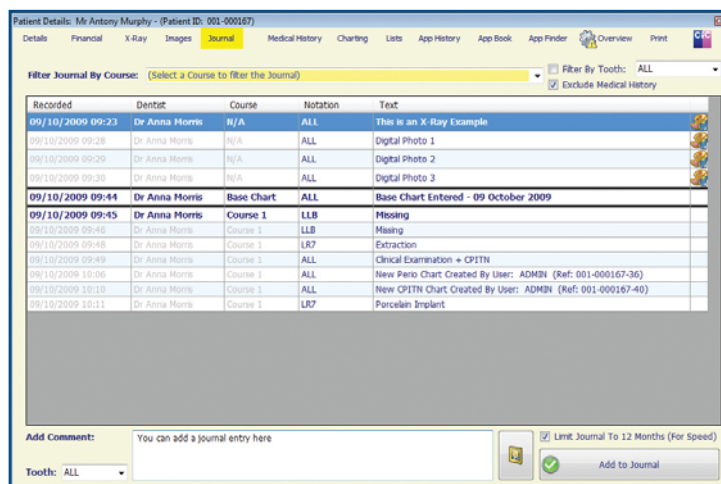
The previous chart and the current work in progress charts are clearly shown.

The chart can be configured to include supernumerary teeth.

The proposed treatment can be planned over numerous future visits. The treatment plan is then passed to the appointment finder.

The System can be configured to include non-charting work for practices who do not wish to chart.

Multiple fee scales can be defined.

Treatment Journal

The treatment journal records the full details of all treatment performed on a patient.

Entering the base chart automatically updates the journal.

Charting work required automatically updates the journal, as does completing the work.

The journal also automatically records treatments entered without charting, for instance Scale and Polish.

The report can be filtered to show the treatment for just one tooth or all the treatments.

Manual Journal Entries are also easily performed.

CPITN Score

Community Periodontal Index Treatment Needs.

The chart has been designed to use arrow keys and the numeric pad on a keyboard for simple and very quick data input.

Minimal keystrokes are required to complete this chart. A mouse is not required to enter CPITN Score. Using a drop down menu makes it easy to compare current and previous charts.

CODE	POCKET	BLEEDING ON PROBING	TREATMENT
0	Nil	No	Nil
1	2.0 – 3.5 mm	No	OHI
2	3.5 mm	Yes	OHI + S & P
3	3.5 – 5.5 mm	-	OHI + S & P + Review
4	> 5.5 mm	-	OHI + S & P + Review + Full Perio Charting
*	-	-	Full Perio Charting Of The Sextant Required
X	-	-	(Edentulous Sextant)

Periodontal Charting

Shire Dental provides a full graphical presentation of the periodontal chart. This has also been designed to use arrow keys and the numeric pad on a keyboard for simple and very quick data input.

Minimal keystrokes are required to complete this chart and a mouse in not required. Comparison of current and previous charts is easy and the charts can be printed.
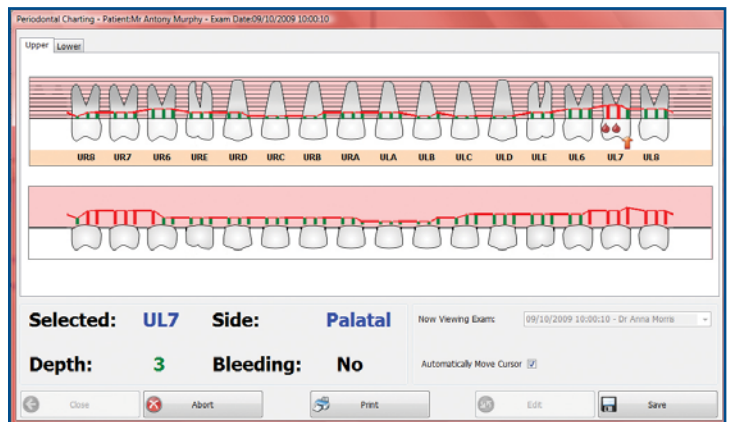

Image Storage

Shire Dental provides a facility for image storage; Digital X-ray, standard Camera and Intra Oral Camera images. All efficiently stored against a patient record with space for typed notes to be recorded. Multiple images can be stored against each patient. Allowing you to build an image gallery of before and after treatments. Images are easily accessed through the Patient Details screen.

Back office Module

Shire Dental makes communications simple with seamless links to Microsoft Word and Excel, Email and SMS (text messaging). Financial & Management Reports will run at the touch of a button; comprehensive analysis of patient demographics, spends, aged debt, recalls and work flow including UDA analysis graphs. FP17 Claim forms can be manually or automatically populated on screen and transmitted. Shire Dental provides a complete financial audit trail and user definable security settings will deny access to certain areas of the system.

NHS Claim Form

The NHS claim form can be entered for just one patient or a batch of patients.

The batch of patients is selected from the NHS batch Treatment Screen.

The form will be automatically completed.

Once complete, the form can either be printed or transmitted electronically to the NHS DPB

Yellow Highlights show system recommendations.

After claim is transmitted, green boxes show system recommendations followed, red shows manual changes.

NHS Batch Processing

The Batch Processing form allows multiple claims to be processed as a batch.

Batched claims held on a separate tab.

After transmission, claims are moved to the processed claims tab.

Financial Screen

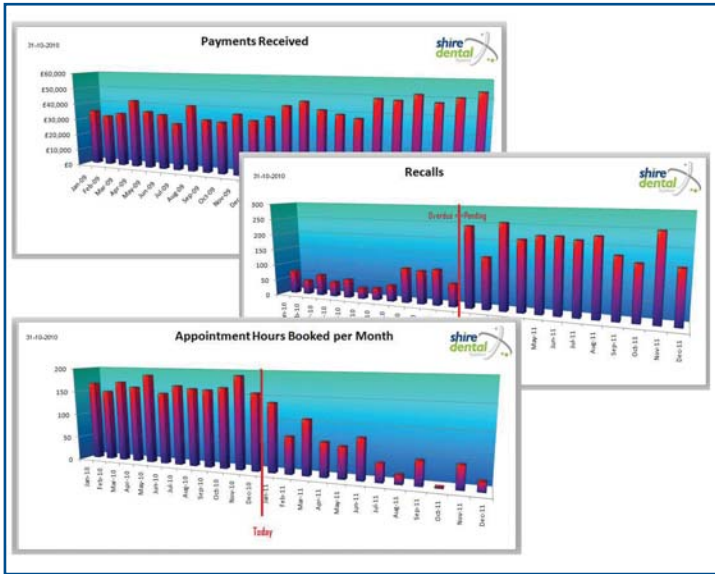The Financial Tab on the Patient screen displays a financial summary.

A full audit trail of all financial transactions for this patient is displayed.

A copy printout of any payment or invoice can be produced just by clicking the respective line. A printed statement is also easily produced.

Payments are simply recorded from the "Record Payment" button.
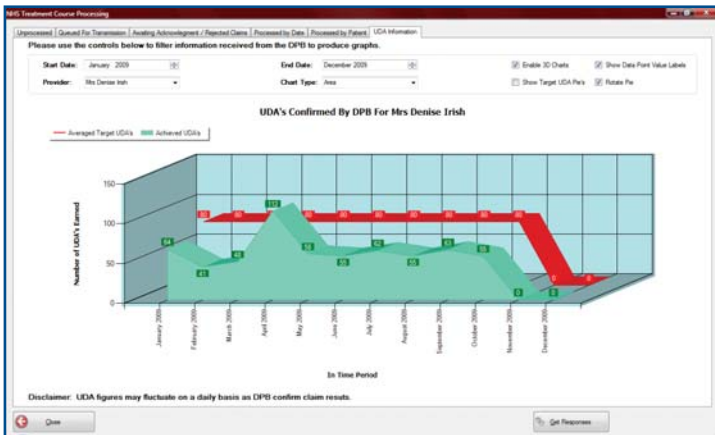
Analysis and Reporting

Dashboard Analysis

The Shire Dental System features a Practice Dashboard which groups together Financial and Statistical information for the practice. The graphs and tables show the "Health" of the practice identifying marketing potential and problem areas. The current and historical data can be compared.

Graphs include:
Payments Received per Month
Recalls Pending & Overdue per Month
Appointments Booked per Month
Patients by Post Code District / Time
FTA/ Cancellations per month
Debtors owing per week/month
New Patients per Month
Average Age of Patients / Time
Category of Work Performed / Time
Average Earnings per Patient / Time

UDA Tracking

Shire Dental provides accurate tracking of UDA's presented in table and graphical form. The graph in this representation is showing work performed by one Dentist against target figures during a specific date range selected by the user. Users can select their own chart preferences from bar, line, doughnut and pie charts.

The comparison between actual and target UDA's is quick and easy. All UDA information is updated in real time.

Reporting

Shire Dental provides a comprehensive collection of report templates as standard, which will provide a precise indication of day to day, week to week, month to month activity across all profit centres with any number of permutations of data display.

In addition a simple to use report generator is able to create reports and targeted marketing. The Shire Dental System is written using the Microsoft SQL Server database which means that any data stored in their computer system can be incorporated into a report for analysis.

New reports are added by both our staff and customers to our website. These reports can be downloaded and incorporated into the system.

Training

Computer Knowledge will vary amongst practice staff and often ranges from the 'very proficient' to the 'very scared'. Our training staff are well aware of this and have devised a training Schedule to guide each practice through the basics and the essentials of setting up and learning the Shire Dental System. Our training team will teach you how to use the software including short cuts and house keeping routines to keep your software running at its optimum capacity. Flexibility and customisation are key to Shire Dental, designing your practice stationery layouts and incorporating your system preferences are covered thoroughly at the training stage.

Software Support

Our in house Software Support team is on hand to answer any queries that may occur regarding your computer system. All telephone calls to the support team are logged centrally and allocated to the team members. Often Queries can be answered over the telephone by means of a simple 'talk through'. Sometimes however, the support team will dial into a system via broadband to make a diagnosis before advising on the correct course of action.

Hardware Maintenance

We provide an optional 'repair or replace' maintenance contract on all hardware that we supply. It is a fully itemised contract allowing you to choose individual items of hardware that you wish to be covered. Once in place, should you experience any difficulty or failure of hardware we will dispatch an engineer to your premises who will either repair, if feasible, or replace the faulty item. All visits are monitored enabling us to improve the level of service we provide where necessary.

Internet Security

Access to the internet is fundamental to the majority of practices, whether you are accessing your system from home or simply researching. Internet security is paramount; we will recommend the best level of security for each installation.

Backing Up

Performing a regular backup is an essential course of action with any computer system. We will recommend the most suitable backup device available based on individual practice requirements. We strongly recommend and provide online automatic back ups.

Free Data Conversion

When you choose Shire Dental, if you have an existing computer system, we will perform two data conversions. The first allows you to test run the converted data and use it during your training if you wish. The second is performed just prior to going live with Shire Dental. Provided that system data back up is available we will perform a free of charge conversion where possible.

Stationery Supplies

We supply a range of labels and receipt paper suitable for use with your computer system. We can also arrange the supply of pre printed paper at very competitive rates.

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