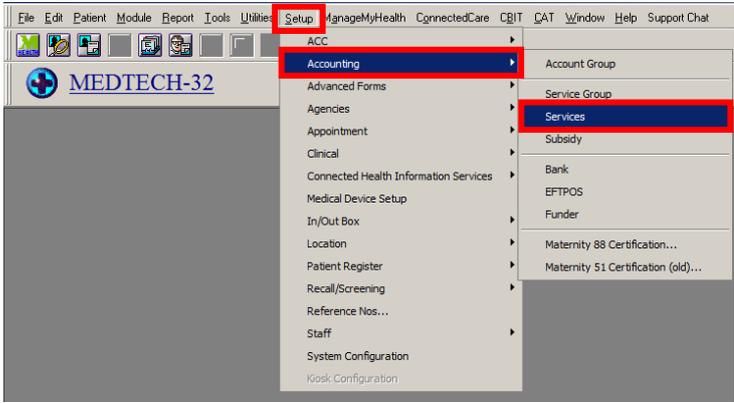
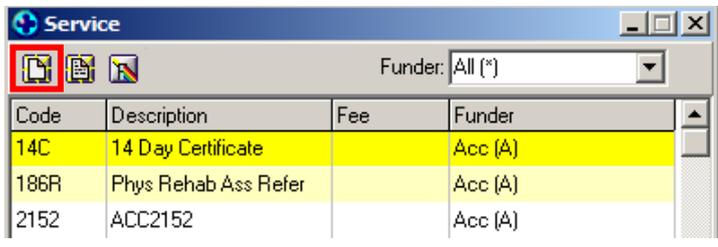
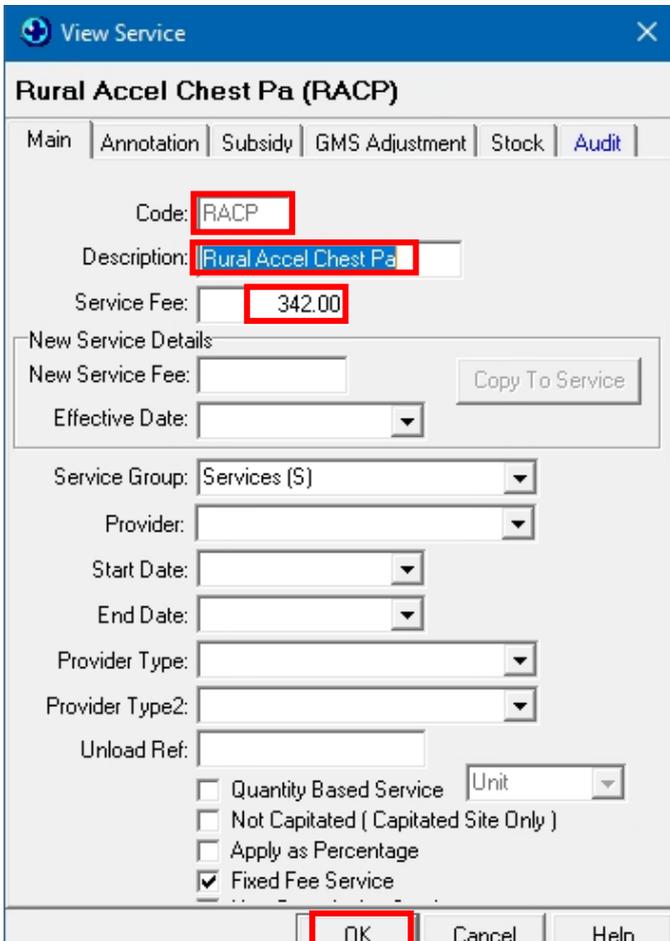


# ONE POINT LESSON

## Advanced Forms – Creating a Service Code

<p><b>1.</b> In Medtech click:</p> <ul style="list-style-type: none"> <li>&gt; Setup</li> <li>&gt; Accounting</li> <li>&gt; Services</li> </ul>																	
<p><b>2.</b> Click the icon outlined in red to add a new service.</p>	 <table border="1" data-bbox="678 907 1364 1064"> <thead> <tr> <th>Code</th> <th>Description</th> <th>Fee</th> <th>Funder</th> </tr> </thead> <tbody> <tr> <td>14C</td> <td>14 Day Certificate</td> <td></td> <td>Acc (A)</td> </tr> <tr> <td>186R</td> <td>Phys Rehab Ass Refer</td> <td></td> <td>Acc (A)</td> </tr> <tr> <td>2152</td> <td>ACC2152</td> <td></td> <td>Acc (A)</td> </tr> </tbody> </table>	Code	Description	Fee	Funder	14C	14 Day Certificate		Acc (A)	186R	Phys Rehab Ass Refer		Acc (A)	2152	ACC2152		Acc (A)
Code	Description	Fee	Funder														
14C	14 Day Certificate		Acc (A)														
186R	Phys Rehab Ass Refer		Acc (A)														
2152	ACC2152		Acc (A)														
<p><b>3.</b> Create the code and description as pictured</p> <p>Add a service fee of \$342.00</p> <p>Click OK</p> <p>The Service Code is now created.</p>	 <p><b>View Service</b></p> <p><b>Rural Accel Chest Pa (RACP)</b></p> <p>Main   Annotation   Subsidy   GMS Adjustment   Stock   Audit</p> <p>Code: RACP</p> <p>Description: Rural Accel Chest Pa</p> <p>Service Fee: 342.00</p> <p>New Service Details</p> <p>New Service Fee: [ ] Copy To Service</p> <p>Effective Date: [ ]</p> <p>Service Group: Services (S)</p> <p>Provider: [ ]</p> <p>Start Date: [ ]</p> <p>End Date: [ ]</p> <p>Provider Type: [ ]</p> <p>Provider Type2: [ ]</p> <p>Unload Ref: [ ]</p> <p><input type="checkbox"/> Quantity Based Service Unit [ ]</p> <p><input type="checkbox"/> Not Capitated ( Capitated Site Only )</p> <p><input type="checkbox"/> Apply as Percentage</p> <p><input checked="" type="checkbox"/> Fixed Fee Service</p> <p>OK Cancel Help</p>																