



Reminders and Tasks Management

Never miss a single task.

Go smoothly through the day with DrCatalyst.

We organize your daily tasks, set reminders, and guide you through your treatment of various patients.

This service can help you:

- ✓ Do tasks on time.
- ✓ Track and be reminded of your daily tasks.
- ✓ Have a centralized task management system.
- ✓ Improve quality and consistency of patient care.
- ✓ Clearly understand the patient's treatment timeline.
- ✓ Do an excellent execution of the patient's treatment.

Know exactly what you need to do.

1 Manage Tasks

Our remote staff view, enter, organize, and assign various tasks that guide you with patient treatment.

2 Create and Manage Reminders

Through your EHR, we set reminders for high-priority tasks to you, and vice versa.

3 Track Communications

We can also track and record all communications between you and your staff.

4 Reduce High-Priority Tasks

Our remote staff can assist you in completing urgent administrative tasks.

5 Analyze Staff Performance

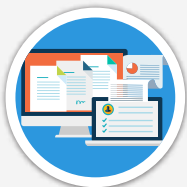
Receive a weekly report of your remote staff's productivity and efficiency.

6 Organize Documents

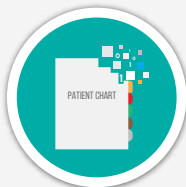
We assign the patients' documents and forms to the applicable task—with the necessary messages, reminders, and notes—and then forward them to you.

**Availability depends on your EHR software.*

There's more! DrCatalyst also offers the following services:



Fax and Document Management



Paper Document Conversion



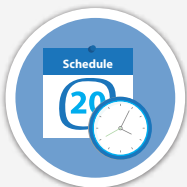
Authorization Tracking



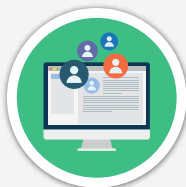
Remote Phone Assistance



Referral Tracking



Patient Scheduling and Appointment Reminders



Patient Data Registry Management



Employee Screening Service



Payment Posting



Records Review