

# 20 THINGS YOU DIDN'T KNOW THAT ECHOONEAPP CAN DO FOR YOU

## **1 CREATE CUSTOM REPORTS, LETTERS AND SPREADSHEETS**

The ExportTool integrates with Microsoft Word to provide mail merge capabilities. It's a simple point-and-click interface that inserts fields from EchoOneApp into your custom reports and form letters. You can even output to Microsoft Excel, enabling creation of mailing labels, table-layout reports and more.

## **2 SUBMIT PROVIDER DATA TO CAQH AND PECOS**

InForm allows you to submit your existing provider data to websites such as CAQH and PECOS quickly and easily, eliminating the need to manually enter the data into multiple sources.

## **3 ADD ATTACHMENTS TO FORMS**

Using Design Elements and the standard forms completion function, scanned attachments, such as a copy of a medical license, can be automatically attached to the completed form. It can then be printed or sent as one document to the payer.

## **4 ANALYZE PDF FORMS**

After designing or updating your PDF forms, you can check them for errors before completing them for providers. The Form Analyzer will provide a detailed analysis of all the Design Elements on the form.

## **5 MAP DATA TO ANY WEBSITE**

Using InForm you have the ability to map any provider enrollment website using the same Design Elements and procedure as you would with PDFs. Once mapped, data for any provider can be submitted to the website.

## **6 PROVIDE AN ONLINE PROVIDER PORTAL**

NoPen is a secure portal that allows your providers to remotely add and update their own data over the internet. Using this tool can significantly improve your new provider setup time and avoid the headaches and errors caused by re-keying data from handwritten forms.

## **7 SEND AUTOMATED EMAIL NOTIFICATIONS**

NotiPhy is a powerful way to alert your providers of critical information, such as nearing expiration dates. This automated tool generates customizable emails to your providers that are triggered by EchoOneApp alerts.

## **8 GLOBALLY ADD AND UPDATE DATA**

Using the Global Updates tool you can quickly add or update existing information for all or a filtered set of providers. This tool saves a tremendous amount of time for changes such as liability insurance effective dates or when adding a new hospital facility affiliation.

## **9 IMPORT CAQH DATA**

EchoOneApp can import standard XML extracts from CAQH, cutting down on initial data entry for new providers. These extracts are easily obtained by participating organizations from CAQH's ProView website.

## **10 DOWNLOAD LIBRARY FORMS**

Forms can now be downloaded directly from our Forms Library into EchoOneApp.

## **11 COMPLETE PRIMARY SOURCE VERIFICATION**

Streamline and automate your primary source verification process with VeriPhy. This technology allows users to automatically request provider data from sites such as AMA, NPDB, OIG and state licensure boards. Results are automatically updated in the provider's file within the database.

## **12 PROVIDE AN ONLINE TOOL FOR PERSONNEL OUTSIDE OF CREDENTIALING**

ClariPhy provides a quick and easy way for your staff to access critical physician data. Eliminate the back and forth of sharing information with personnel outside of the credentialing department.

## **13 TRACK WORKFLOW WITH AUTOMATIC JOB CREATION**

Jobs can now be automatically created when providers first come into your practice. These jobs can have predetermined steps to get them ready for service quickly.

## **14 ADD USER DEFINED FIELDS AT THE SCREEN LEVEL**

You can create custom tabs and fields on EchoOneApp's screens and then map that data on PDFs and websites. This allows you to completely customize EchoOneApp to meet your needs.

## **15 SAVE SEARCHES**

Save your commonly used searches to cut down on time. The searches can be saved so the same filter criteria is used in the future, while still providing the most recent data in the results.

## **16 RESTRICT DATA ACCESS**

Using EchoOneApp's flexible security interface you can create groups that restrict certain users from seeing only certain practice, office and provider info.

## **17 ADD REQUIRED FIELDS**

Using Validation Rules you can mark fields as required or even have specifications to make sure the data is in the correct format. This feature helps make sure all pertinent credentialing information is stored for all your providers.

## **18 IMPORT DATA FROM ECHOCREDENTIALING**

Utilize some of the great features of EchoOneApp by importing your existing data from EchoCredentialing.

## **19 TRACK GROUP PAYER CONTRACTS**

The Payer Participating system is recommended for organizations whose providers participate with group level plans. Using this system to manage your payer contracts can streamline data entry and improve efficiency. Each payer contract added at the Practice or Office level can be automatically linked to all providers under that level.

## **20 DISPLAY USER HISTORY**

The AuditTrail tracks all additions, deletions and changes made to your data. While the reports and filtering of data are commonly used features, you can also monitor user activity in the AuditTrail's User History. It allows you to track when and where all users have been in EchoOneApp.