

PROLIS™
REPORTS

Version 4.0

PROLIS REPORTS

All reports in Prolis system, have been built using Crystal Reports XI. There are 2 types of reports in the system.

- **Core Reports**

Prolis is packaged with some tightly integrated reports with core functional purposes, scattered through out the system. Core reports access is available under various menus according to the context of the menu functionality. For example, under accession menu, an access to the report 'Accession Label' and the access to the report "Accession Log' are available to process them. Similarly the access to the report 'Accessioned Patient Results' has been made available under the results section of the Analysis Menu. This documentation is only detailing the Core reports.

- **Custom Reports**

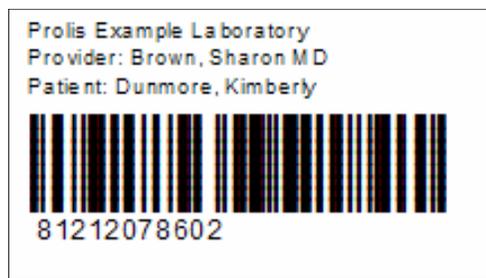
Prolis is provided with a report engine capable of processing any crystal report based on Prolis 4.0 database in addition to the integrated core reports. All or any laboratory requirement of Custom reports can be catered by Prolis Team or by some outside IT company. In case you need to outsource the custom reports, to some one other than the Prolis Team (American Soft Solutions Corp), have that company request the database documentation from us. We will provide all necessary documentation to the requestor after verifying your Prolis License.

Accession Label

This label is a core report integrated with Prolis Accession routine as well as with the Remote Accession routine of Prolis Outreach.

Access from Requisition Management

If the Accession PC of your network, is equipped with a label printer (See <a



href="http://www.prolis.info/library/System_Config.pdf">System Configuration for configuring the label printer), this label will be printed automatically upon saving the newly added accession record. The quantity of the labels to be printed is determined with the 2 following factors.

- **The Labels To Print field**

At the bottom of the 'Specimen Tab' of the 'Requisition Management' routine, there is an editable field as shown here. The field is updated every time any specimen content is added to or deleted from the specimen content grid. This field corresponds directly with a total of the Quantity column of the specimen content grid.

Any direct edit to this field will be over written by an immediate reading of the Quantity Column at the time of the specimen content grid change. Any required direct edit to this field, must be made after the specimen selection and before clicking the 'Save' button.



- **Additional Labels field**

In the barcode section of the 'System Configuration' routine, any number greater than zero in the 'Additional Labels' field shown, will be added to the quantity determined in the step



Access from Prolis Accession Menu and Print Labels Dialog

Accessions labels can be printed from Prolis 'Print Labels Dialog (right side) accessing through Accession Menu (left side). Print Labels dialog enable you to print any accession label for any quantity.

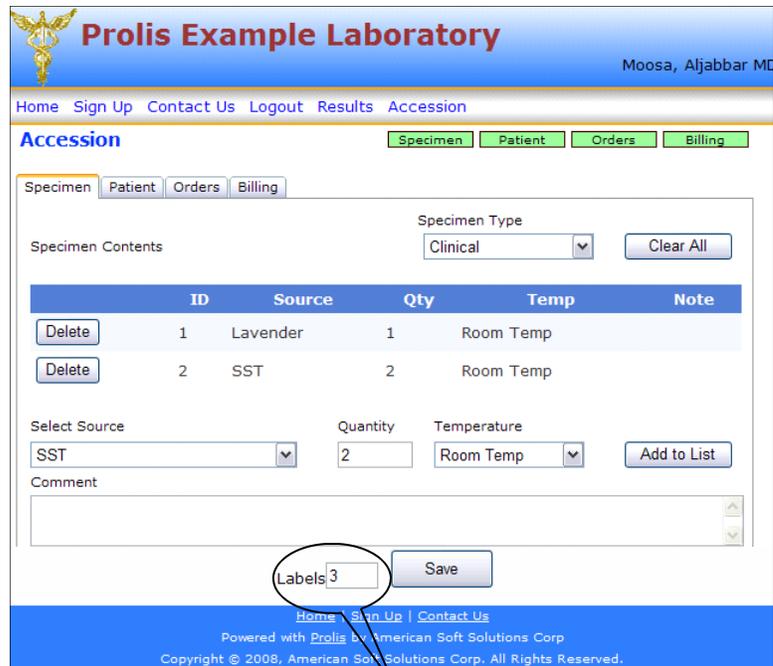


Access from Remote Accession (Outreach)

While accessioning the specimen remotely in the Prolis Outreach, this label will be printed automatically upon saving the newly added accession record. The quantity of the labels to be printed is determined with the only following factor.

- **The Labels field**

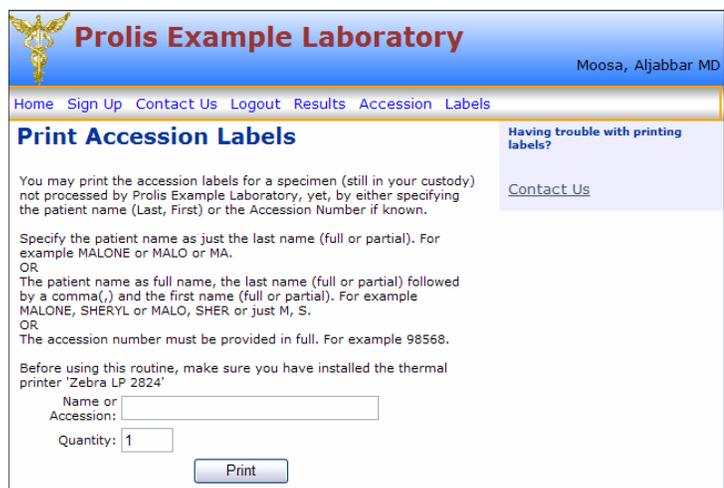
At the bottom of the 'Specimen Tab' of the 'Accession routine, there is an editable field just left to the 'Save' button, as shown here. The field is updated every time any specimen content is added to or deleted from the specimen content grid. This field corresponds directly with a total of the Quantity column of the specimen content grid. Any direct edit to this field will be over written by an immediate reading of the Quantity Column at the time of the specimen content grid change. Any required direct edit to this field, must be made after the specimen selection and before clicking the 'Save' button.



Editable Label Quantity field

Access from Outreach Accession Menu and Print Labels Dialog

Accessions labels can be printed from Outreach 'Print Labels Dialog (right side) accessing through Outreach Menu. Print Labels dialog enable the laboratory's client print any label for her accessioned record, not processed or received yet by the laboratory, for a maximum quantity of 9 labels at a time. Accession records processed by the laboratory, can not be accessed by the client for label printing.



Client Accession Receipt

This core report is printed after a successful accession performed by the laboratory's client, using the Outreach module. It is not available in Prolis.

| | | |
|--|---|--|
|  | Prolis Example Laboratory 43-65 147 Street Flushing, NY 11355 Tel: (732) 555-1212 , Fax: (732) 555-1213 |  81212078602 |
| | Accession Time : 12/14/08 4:04 am | |
| Provider Name: Brown, Sharon MD Tel: 732-510-0333 , Fax: 732-510-0334 , Email Address: 2 - Throckmorton Lane , Old Bridge, NJ 08857 | | |
| Patient Name: Dunmore, Kimberly Gender: Female , DOB: 12/12/1935 , SSN: 236-54-7895 , Fasting: No Address: 366 Old Post Road , Old Bridge, NJ 08857 | | |
| Billing Third Party Billing | | |
| Third Party Name: Aetna Healthcare , Group: , Policy: 236547895 , Relation To Insured: Self | | |
| Insured Name: Dunmore, Kimberly Gender: Female DOB: 12/12/1935 SSN: 236-54-7895 Address: 366 Old Post Road , Old Bridge, NJ 08857 | | |
| Diagnosis Diagnosis Diagnosis Diagnosis Diagnosis | | |
| Component Component Component Lipid Profile CBC | | |
| Page 1 of 1 | | Printed on 12/16/2008 at 3:42:06AM |

Access from Remote Accession (Outreach)

While accessioning the specimen remotely in the Prolis Outreach, this report will be displayed automatically upon saving the newly added accession record. The user then can optionally print it using the Printer Icon at the functional bar of the displayed report.

Functional Bar



Printer Icon

Client Requisition Form

This core report is provided to the laboratory client to facilitate outsourcing the laboratory services to some a laboratory other than the Prolis using laboratory if the prolis using laboratory does not participate in the patient's Insurance program.

| | | | |
|--|--|---|--|
| Paasi, Rakesh MD 111 Racetrack Rd , East Brunswick, NJ 08816 Phone: 732-656-8585 , Fax: 732-656-7878 , Email | | Laboratory Service Requisition Requisition Date : 12/16/2008 Requisition Time : 04:19 am | |
| Laboratory: | | Bill To: United Healthcare Group: AG3567 Policy: 123123123 Relation to Insured: Self | |
| Patient Name: Kolapuri, Ashwani Gender: Female DOB: 09/20/1966 SSN: 123-12-3123 Address: 566 First Avenue Apt 25G, New York, NY 10029 Home Phone: Work Phone: Cell Phone: Fax: Email: | | Insured: Name: Kolapuri, Ashwani Gender: Female DOB: 09/20/1966 SSN: 123-12-3123 Address: 566 First Avenue Apt 25G, New York, NY 10029 Home Phone: Work Phone: Cell Phone: Fax: Email: | |
| Diagnosis Code(s): V70.0 | | Patient Fasting ? No | |
| Test Order: CBC Comprehensive Metabolic Panel | | | |
| Page 1 of 1 | | Printed on 12/16/2008 at 4:19:36AM | |

Access from Remote Accession (Outreach)

While accessioning the specimen remotely in the Prolis Outreach, this report will be displayed automatically if the laboratory does not participate in the patient's Insurance program. The user then can optionally print it using the Printer Icon at the functional bar of the displayed report.

Functional Bar



Printer Icon

Accession Log

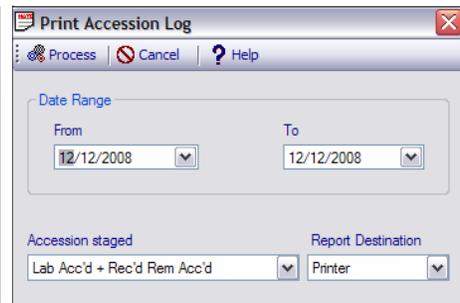
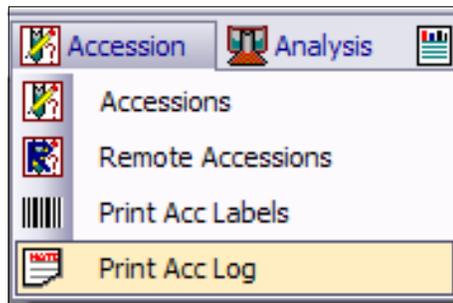
This core report is to list the specimens accessioned both inside the laboratory as well as remotely (in Physicians Offices and clinics). The report can optionally be run listing either laboratory accessioned records plus records accessioned remotely and received in the laboratory or just records accessioned remotely. Like other core reports, it is integrated with Prolis.

| Prolis Example Laboratory | | | | Accession Log | |
|--------------------------------------|------------|--------------------------------------|-------------|----------------|---------------------|
| Date Range: 12/04/2008 to 12/07/2008 | | | | | |
| Accession Component | Acc Date | Patient Name (Last, First) Component | DOB | Gender | Component |
| 11/30/2008 | | | | | |
| Brown, Sharon MD | | | | | |
| 5 | 12/04/2008 | Baig, Salma | 10/10/1982 | Female | |
| Basic Metabolic Panel (G) | | CBC (G) | | | Pregnancy Serum (T) |
| 6 | 12/04/2008 | Frid, Sonia | 10/10/1963 | Female | |
| Basic Metabolic Panel (G) | | CBC (G) | | | Pregnancy Serum (T) |
| Summary of Brown, Sharon MD: | | | | Patients: 2 | Components: 6 |
| Haider, Saleem MD | | | | | |
| 8 | 12/05/2008 | Campbell, Kisha | 10/10/1981 | Female | |
| Comprehensive Metabolic Panel (G) | | CBC (G) | | | |
| Summary of Haider, Saleem MD: | | | | Patients: 1 | Components: 2 |
| Paasi, Rakesh MD | | | | | |
| 7 | 12/04/2008 | Kolapuri, Ashwani | 09/20/1966 | Female | |
| Comprehensive Metabolic Panel (G) | | CBC (G) | | | Urinalysis (G) |
| Summary of Paasi, Rakesh MD: | | | | Patients: 1 | Components: 3 |
| Summary of 11/30/2008: | | Providers: 3 | Patients: 4 | Components: 11 | |

Page 1 of 2 Printed on 12/11/2008 at 11:53:41 PM

Access from Prolis Accession Menu and Print Accession Log Dialog

Accessions Log can be printed or viewed using 'Print Accession Log' dialog (right) accessing through accession menu (left).



Generic Accession Result Report

The most widely used core result report is to list the results of laboratory analysis performed on specimens accessioned both inside the laboratory as well as remotely (in Physicians Offices and clinics). The report is printed on plain paper.

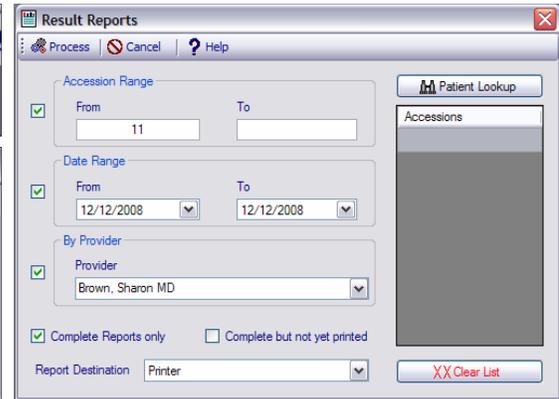
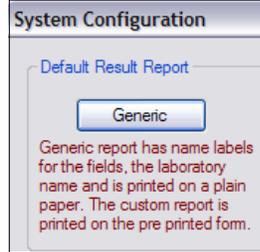
|  | Prolis Example Laboratory 43-65 147 Street Flushing, NY 11355 Phone: (732) 555-1212 Fax: (732) 555-1213 | Ordered By: Moosa, Aljabbar A MD 3500 Route 9 Old Bridge, NJ 08857 Tel: 732-666-2220 Fax: 732-666-2221 | | | | |
|---|--|---|---|--------------|---|--|
| | Patient's Name : Malone, Sheryl | | Date of Birth: 10/10/1965 | | Gender : Female | |
| | Lab Accession No : 11 | | Accession Time : 12/7/2008 9:57:00PM | |  | |
| | Test Name | Test Result | Flag | Normal Range | Units | |
| CBC | | | | | | |
| WBC | 14.2 | H | 3.50 - 11.50 | 1000/cu.m.m | | |
| RBC | 4.0 | L | 4.20 - 5.50 | Mill/cu.m.m | | |
| Hemoglobin | 8.9 | L | 12.00 - 17.10 | Gm/DL | | |
| Hematocrit | 42 | | 35.00 - 50.00 | % | | |
| MCV | 96 | | 80.00 - 100.00 | FL | | |
| MCH | 18.8 | | 27.00 - 33.00 | PG | | |
| MCHC | - | | 32.00 - 36.00 | % | | |
| Lymphocytes | - | | 10.00 - 50.00 | % | | |
| Monocytes | - | | 2.00 - 8.00 | % | | |
| Granulocytes | - | | 37.00 - 80.00 | % | | |
| Eosinophil | - | | 1.00 - 8.00 | % | | |
| RDW | - | | 11.00 - 15.50 | % | | |
| Platelet | 141 | | 140.00 - 440.00 | 1000/cu.m.m | | |
| Urinalysis | | | | | | |
| Color | Yellow | | Hazy | | | |
| Appearance | Clear | | Clear | | | |
| Glucose Urine | Negative | | Negative | | | |
| Bilirubin Urine | Negative | | Negative | | | |
| Specific Gravity | 1.035 | H | 1.00 - 1.03 | | | |
| Blood Urine | Negative | | Negative | | | |
| PH | 6.8 | | 4.40 - 7.60 | | | |
| Protein | Negative | | Negative | | | |
| Urobilinogen | 0.9 | | 0.10 - 1.10 | | | |
| Nitrite | Negative | | Negative | | | |
| Leukocytes | 1 - 3 | | 1 - 3 | | | |
| Phosphate Triple | FEW | | FEW | | | |
| Granular Cast | 0 - 2 | | 0 - 2 | | | |
| WBC Cast | FEW | | FEW | | | |
| Hyaline Cast | 0 - 2 | | 0 - 2 | | | |
| YEAST | Negative | | Negative | | | |
| Ketone Urine | Negative | | Negative | | | |
| Epithelial Cell | FEW | | FEW | | | |
| RBC Urine | FEW | | FEW | | | |
| WBC Urine | FEW | | FEW | | | |
| Bacteria Urine | NONE | | NONE | | | |
| Calcium Oxelate | MANY | A | NONE | | | |
| *** This is a complete report *** | | | | | | |
| <small>H = High, L = Low, P = Panic, VL = Very Low, VH = Very High, LP = Low Panic, HP = High Panic, A = Abnormal</small> | | | | | | |
| <small>Printed on 12/16/2008 at 3:16:05AM</small> | | | | | | |

Prolis Reports

Generic Accession Result Report

Access from Result Reports Dialog using Prolis Reporting Menu

The Generic Accession Result Report can be printed or viewed using 'Result Report' dialog (right) accessing through Reporting Menu (left), if selected 'Generic' in the System Configuration routine shown below the menu shot.



Access by Prolis RDM and Outreach RDM

The Generic Accession Result Report is used by the Prolis automation component 'Prolis RDM' for scheduled auto-faxing and auto-emailing to clients. The Outreach RDM also access this report.

Access by Outreach Result routine

The Generic Accession Result Report is also accessed by the Result routine of Outreach.

Prolis Example Laboratory Moosa, Aljabbar MD

Home Sign Up Contact Us Logout **Results** Accession

Patient Search

Term: Accession (xxxxxxxxxxxx) Term Type
11 Accession Search

| Last Name | First Name | DOB | Gender | Acc ID | Acc Date |
|-----------|------------|------------|--------|--------|------------|
| Malone | Sheryl | 10/10/1965 | F | 11 | 12/07/2008 |

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Clicking the Report link will open the Generic Accession Result Report

History Result Report

Prolis is packaged with a history core result report that is considered a very helpful diagnostic tool for a physician to aid him/her in certain clinical decision making. This history report provides the data for over a time period. For example, this single report can provide the diagnostic data of a diabetic patient being monitored/tested in the laboratory for over a period of several months.

| | | | | | |
|--|--|----------------------|--|--------------------------|--|
|  Allied Example Laboratory 465 - 47 Street Brooklyn, NY 11220 USA Phone: (718) 555-1212 Fax: (718) 555-1213 | Patient Name Dunmore, Kimberly | | History Results Report DOB: 12/12/1935 Gender: F | | |
| | 366 Old Post Road , Old Bridge, NJ 08857 | | | | |
| | <hr/> | | | | |
| | <hr/> | | | | |
| Albumin | Accession # | Specimen Date | Result | Ordering Provider | |
| | 1003 | 01/09/2009 | 4.7 | Gilani, Tajjamal MD | |
| Result Instances of Albumin: 1 | | | | | |
| <hr/> | | | | | |
| Total Protein | Accession # | Specimen Date | Result | Ordering Provider | |
| | 1003 | 01/09/2009 | 8.0 | Gilani, Tajjamal MD | |
| Result Instances of Total Protein: 1 | | | | | |
| <hr/> | | | | | |
| Grand Total of Result Instances: 2 | | | | | |
| <hr/> | | | | | |
| <hr/> | | | | | |
| <hr/> | | | | | |

Pre-billing Integrity Report

This report is used in the Prolis billing to trap possible errors which could be the cause of claim denials.

| Allied Example Laboratory | | Pre-billing Integrity Report | |
|--------------------------------------|-----------------------------------|---|--|
| Date Range: 01/08/2009 To 01/16/2009 | | Accession Range: 1001 To 1008 | |
| Accession: 1001 | Billing Type: Third Party Billing | Responsible Party: Insurance: Aetna Healthcare | |
| ----- | | | |
| INCOMPATIBLE NECESSITY | | | |
| Component ID: 301 | | | |
| Accession: 1002 | Billing Type: Client Billing | Responsible Party: Client: Moosa, Aljabbar MD | |
| Missing ICD9 | CLIENT PREREQUISITS | | |
| | Missing NPI | | |
| ----- | | | |
| INCOMPATIBLE NECESSITY | | ZERO PRICED COMPONENTS | |
| Component ID: 230 | | Component ID: 230 | |
| Accession: 1003 | Billing Type: Third Party Billing | Responsible Party: Insurance: Aetna Healthcare | |
| ----- | | | |
| INCOMPATIBLE NECESSITY | | ZERO PRICED COMPONENTS | |
| Component ID: 503 | | Component ID: 230 | |
| | | Component ID: 503 | |
| Accession: 1004 | Billing Type: Patient Billing | Responsible Party: Patient: Mitchclone, Kristie | |
| Missing ICD9 | CLIENT PREREQUISITS | | |
| | Missing NPI | | |
| ----- | | | |
| INCOMPATIBLE NECESSITY | | ZERO PRICED COMPONENTS | |
| Component ID: 66 | | Component ID: 503 | |
| | | Component ID: 66 | |
| Accession: 1006 | Billing Type: Patient Billing | Responsible Party: Patient: Khanam, Tasawer | |
| Missing ICD9 | CLIENT PREREQUISITS | | |
| | Missing NPI | | |
| ----- | | | |
| INCOMPATIBLE NECESSITY | | | |
| Component ID: 162 | | | |
| Component ID: 471 | | | |
| Accession: 1007 | Billing Type: Patient Billing | Responsible Party: Patient: Malone, Sheryl | |
| Missing ICD9 | CLIENT PREREQUISITS | | |
| | Missing NPI | | |
| ----- | | | |
| INCOMPATIBLE NECESSITY | | | |
| Component ID: 162 | | | |
| Accession: 1008 | Billing Type: Patient Billing | Responsible Party: Patient: Mitchclone, Kristie | |
| Missing ICD9 | CLIENT PREREQUISITS | | |
| | Missing NPI | | |
| ----- | | | |
| INCOMPATIBLE NECESSITY | | | |
| Component ID: 301 | | | |

Patient Invoice

The Patient Invoice is created by Prolis Billing when the responsible party for payment of the laboratory services, is the patient and for the Co-payment if applicable. The Patient Invoice represents only the charges of one instance of the laboratory services. The Patient Invoice is printed on plain paper with the marking of a dotted line and a bitmap of a pair of scissors as a guideline for the patient to cut and enclose the top portion with the remittance. The top portion is provided with a segment for the patient to provide the laboratory with the credit card information or Insurance information.

| | | | |
|---|---|------------------------|-------|
|  Prolis Example Laboratory 43-65 147 Street Flushing, NY 11355 USA Phone: (732) 555-1212 Fax: (732) 555-1213 |  Amount Paid: <input type="text"/> | Service Invoice | |
| | | Control: | 1001 |
| | | Account: | 2 |
| | | Amount: | 10.00 |

| | | | |
|---|--|--|---------------------|
| Bill To | | Insurance/Credit Card Information <input type="checkbox"/> Insurance <input type="checkbox"/> Credit Card <input type="checkbox"/> | |
| Campbell, Kisha C 56 Bordon Road Brooklyn, NY 11226 | | Insurance/Credit Card Name _____ | |
| | | Member ID/Credit Card Number _____ | |
| | | Policy Group _____ | Expires _____ MM/YY |
| | | CVV _____ CC Security# _____ | |

----- Cut across the dotted line and enclose the top portion with you payment ----- ✂

| Component | CPT Code | Unit | Unit Price | Extended |
|-----------|----------|------|------------|----------------------------|
| Copayment | | | | 10.00 |
| | | | | Sub Total: 10.00 |
| | | | | Tax Amount: 0.00 |
| | | | | Gross Amount: 10.00 |

Important:
 Copayment invoice must be responded with Credit Card Information, Money Order or secondary insurance information. No primary insurance for Copayment.
DO NOT MAIL CASH.

CMS-1500

CMS-1500 is the Medicare approved claim form. Third Party Billing in Prolis, is output using this form.

| 1500 HEALTH INSURANCE CLAIM FORM | | | | | | | | | | Aetna Healthcare P. O. Box 628 Trenton, NJ 07089 | |
|--|--|--|--|--|--|--|--|--|--|---|--|
| APPROVED BY NATIONAL UNIFORM CLAIM COMMITTEE (NUCC) | | | | | | | | | | CARRIER | |
| 1. MEDICARE <input type="checkbox"/> MEDICAID <input type="checkbox"/> TRICARE <input type="checkbox"/> CHAMPVA <input type="checkbox"/> GROUP HEALTH PLAN <input type="checkbox"/> FECA <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> (ID) | | | | | | | | | | 1a. INSURED'S I.D. NUMBER (For Program in Item 1) | |
| 2. PATIENT'S NAME (Last Name, First Name, Middle Initial) Dunmore, Kimberly | | | | | | | | | | 236547895 | |
| 3. PATIENT'S BIRTH DATE: MM DD YY 12 12 1935 SEX: M <input type="checkbox"/> F <input checked="" type="checkbox"/> | | | | | | | | | | 4. INSURED'S NAME (Last Name, First Name, Middle Initial) Dunmore, Kimberly | |
| 5. PATIENT'S ADDRESS (No. Street) 366 Old Post Road | | | | | | | | | | 7. INSURED'S ADDRESS (No. Street) 366 Old Post Road, | |
| 6. PATIENT STATUS: Single <input type="checkbox"/> Spouse <input checked="" type="checkbox"/> Child <input type="checkbox"/> Other <input type="checkbox"/> | | | | | | | | | | 8. INSURED'S CITY STATE Old Bridge NJ | |
| 9. OTHER INSURED'S NAME (Last Name, First Name, Middle Initial) | | | | | | | | | | 10. IS PATIENT'S CONDITION RELATED TO: NONE | |
| 11. IS THERE ANOTHER HEALTH BENEFIT PLAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | | | | | | | | 11. INSURED'S POLICY GROUP OR FECA NUMBER | |
| 12. PATIENT'S OR AUTHORIZED PERSON'S SIGNATURE (I authorize the release of any medical or other information necessary to process this claim. I also request payment of government benefits either to myself or to the party who accepts assignment below.) SIGNATURE ON FILE DATE: 01/09/2009 | | | | | | | | | | 13. INSURED'S OR AUTHORIZED PERSON'S SIGNATURE (I authorize payment of medical benefits to the undersigned physician or supplier for services described below.) SIGNATURE ON FILE | |
| 14. DATE OF CURRENT ILLNESS (First symptoms) OR INJURY (Accident) OR PREGNANCY (LMP) | | | | | | | | | | 15. IF PATIENT HAS HAD SAME OR SIMILAR ILLNESS GIVE FIRST DATE MM DD YY | |
| 17. NAME OF REFERRING PROVIDER OR OTHER SOURCE Gilani, Tajamal MD | | | | | | | | | | 18. HOSPITALIZATION DATES RELATED TO CURRENT SERVICES FROM MM DD YY TO MM DD YY | |
| 21. DIAGNOSIS OR NATURE OF ILLNESS OR INJURY (Please refer to I, B, C or 4 to Item 24E by List) | | | | | | | | | | 22. MEDICARD RE submission CODE ORIGINAL REF. NO. | |
| 24. A. DATE(S) OF SERVICE FROM MM DD YY TO MM DD YY B. PLACE OF SERVICE C. PROCEDURE(S), SERVICE(S), OR SUPPLIES (Explain Unusual Circumstances) DPT/PCS I. MODIFIER E. DIAGNOSIS POINTER F. \$ CHARGES G. DATE OR UNITS H. ICD-9-CM I. ICD-9-CM J. RENDERING PROVIDER ID # | | | | | | | | | | 23. PRIOR AUTHORIZATION NUMBER | |
| 1 01 09 09 01 09 09 81 80076 1 35.00 1.0 NPI | | | | | | | | | | | |
| 28. FEDERAL TAX I.D. NUMBER: 12-3456789 SSM: EIN <input checked="" type="checkbox"/> | | | | | | | | | | 29. AMOUNT PAID \$ 0.00 | |
| 26. PATIENT'S ACCOUNT NO. 1003 | | | | | | | | | | 30. BALANCE DUE \$ 35.00 | |
| 31. SIGNATURE OF PHYSICIAN OR SUPPLIER INCLUDING DEGREE(S) OR CREDENTIALS (I certify that the statements on the reverse apply to this bill and are made in good faith.) 01/29/2009 SIGNED DATE | | | | | | | | | | 32. SERVICE FACILITY LOCATION INFORMATION Allied Example Laboratory 465 - 47 Street Brooklyn, NY 11220 9876543210 | |
| 33. BILLING PROVIDER INFO & PH # () Allied Example Laboratory 465 - 47 Street Brooklyn, NY 11220 9876543210 | | | | | | | | | | | |

NUCC Instruction Manual available at: www.nucc.org

PLEASE PRINT OR TYPE
Printed on Recycled Paper

APPROVED OMB-0938-0999 FORM CMS-1500 (08-05)