

# Dental Billing and Coding Course

## May 4th, 2009



Sponsored by California Rural Indian Health Board, Inc.  
and  
Indian Health Service, California Area Office

### REGISTRATION/AGENDA

Location of Training:  
Red Lion Hotel  
1401 Arden Way  
Sacramento, CA. 95815  
(916) 922-8041  
9:00 a.m. to 5:00 p.m.

#### The course will include:

##### **Insurance ~**

- Understanding insurance forms
- Gathering policy provisions
- Maximizing the management software's insurance features
- Calculating co-payments
- Self-insured plans
- Indemnity plans
- Tracking outstanding claims
- Implementing a claims suspense system

##### **Collections ~**

- Understanding management reports/how they relate to collections
- Obtaining co-payments, deductibles and out-of-pocket expenses
- Analyzing AR
- Pursing delinquent accounts

##### **Coding ~**

- Coding correctly increases reimbursement
- Avoid fraudulent coding
- Top five misused codes
- Hygiene coding
- New codes

### Who's Invited?

This training is available to Dental personnel involved in the billing process. Registration is free to all Indian Programs.

### Hotel Accommodations

You will need to make your own Hotel reservations.

### Deadline for Registration

May 1, 2009

### Registration Information

CRIHB  
Lalani Ratnayake  
Dental Support Center Coordinator  
4400 Auburn Blvd; 2<sup>nd</sup> Floor  
Sacramento, CA. 95841

Or fax the form to Lalani (916) 929-7246

### Contact

If you have any questions or need more information, please contact Lalani Ratnayake, Dental Support Center Coordinator at (916) 929-9761, or email Lalani.ratnayake@crihb.net

### Guest Speaker

Olivia Wann, Modern Practice Solutions

### What to Bring

CDT books to follow along with the discussion.

Name \_\_\_\_\_

Title \_\_\_\_\_

Health Program \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_

E-Mail \_\_\_\_\_

FAX \_\_\_\_\_

### Hotel Information

#### Red Lion at Arden Village

1401 Arden Way  
Sacramento, CA. 95815  
(916) 922-8041  
Group Name: CA Rural Indian Health Board  
Room Rate: \$84.00 for single or double  
Hotel cut off date Thursday April 10, 2009



**REGISTRATION FORM**  
**Dental Billing and Coding Course**  
**May 4<sup>th</sup>, 2009**