



Maintain Your MicroMD Database

Over time, a MicroMD database can become clogged with duplicate entities, unwanted data, etc... For this reason, Micro-Office Systems, Inc. has developed AdminUtil, which contains a number of small database-level utilities for performing database cleanup. These utilities, currently include:

Zip Code Merge

- Suggests merging zip code entries referring to the same or similar-sounding cities
- Detects zip codes that are not in the specified range for the state
- Merging replaces all references to a zip code with another replacement zip code throughout the system to remove the duplicates

Plan Merge

- Detects likely plan duplicates
- Merges all references to a plan with another replacement plan throughout the system to remove the duplicates

Referring Doctor Merge

- Detects likely referring doctor duplicates
- Merges all references to a referring doctor with another replacement referring doctor throughout the system to remove the duplicates

Procedure Code Rename

- Can rename the MicroMD procedure code extension character
- Particularly useful in renaming user-specified codes, like payment, adjustment, & writeoff codes

Diagnosis Code Rename

- Can rename the MicroMD diagnosis type

Just In Case

- Select & convert various fields to all uppercase or to first caps

Plan Set Removal

- Detects and removes unused / obsolete plan sets

Master Code Import / Export

- Export referring doctor, plan, diagnosis codes, & procedure codes
- Import the exported codes into a different MicroMD database (both practices must be licensed for AdminUtil)

Fee Schedule Copy

- Copy fee schedule information from a provider / plan subset to a different provider / plan subset.