

# Steps to Integrate with OOGP in Crystal PM

1) Navigate to **Admin > Integrations** in Crystal and select the **OOGP** tab:

File Configuration Station EHR Import / Export Support Help

Patient Billing Tasks Schedule Inventory Reports Records Admin

Billing  
Company  
Computers  
Defaults  
Diag Codes  
E Claims  
E Prescribe  
Email  
Employees  
Insurance  
Integrations

CL Ordering  
ABB Optical Group OOGP

Use OOGP for CL Ordering?  
 Yes  No

Update Catalog  Use Vision Source Catalog

3rd Party Recalls / Scheduling  
solutionreach GET DEMO  
WebSystem3 Patient Messaging  
UP/TEMPO GROUP  
4PatientCare Empowering Patient Communication  
Demand Force  
Generate Notifications File

Allow 3rd-party software to pull information directly from our database?  
 YES  NO

Notifications For 4PatientCare, WebSystem3, SolutionReach, Televox  
Contact Patients With The Following Order Status?  
Frame Order Status: READY FOR PICKUP  
Contact Order Status: Dispensed

Copy 4PCconvert.exe

2) Click the '+' sign at the far right:

CL Ordering  
ABB Optical Group OOGP Wis Vis

Use OOGP for CL Ordering?  
 Yes  No

Update Catalog  Use Vision Source Catalog

3) In this page, fill out the information in the following order:

CL Ordering  
ABB Optical Group OOGP Wis Vis

Use OOGP for CL Ordering?  
 Yes  No

Update Catalog  Use Vision Source Catalog

Import From Company L 1: Has Crystal

Name: Abeo Test System  
Address 1: 111 Some St  
Address 2:  
City: Anytown  
State/Zip: IL 902100000  
Phone: (800) 308-7170  
Account Num: DIS0000 Ship To: 21705360

Cooper Vision Clearlab CIBA Vision Bausch & Lomb Hydrog

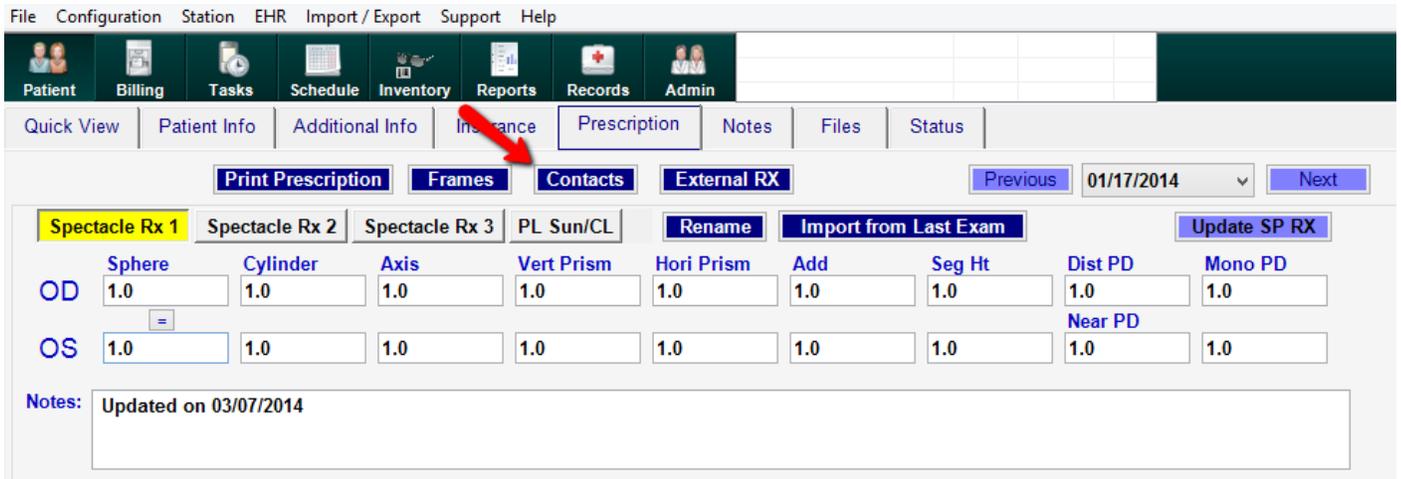
Series	Billing Code
Proclear XR-Toric	CV - BF Tor 1
Proclear XR D-Multifocal	
Proclear EP60-Sphere	
Proclear 1-Day-Sphere	
Proclear 1-Day-Multifocal	

1 – Move the radio selection to **Yes**.

2 – Complete the fields for your OOGP account. Provide your OOGP account number in the **Account Num** field.

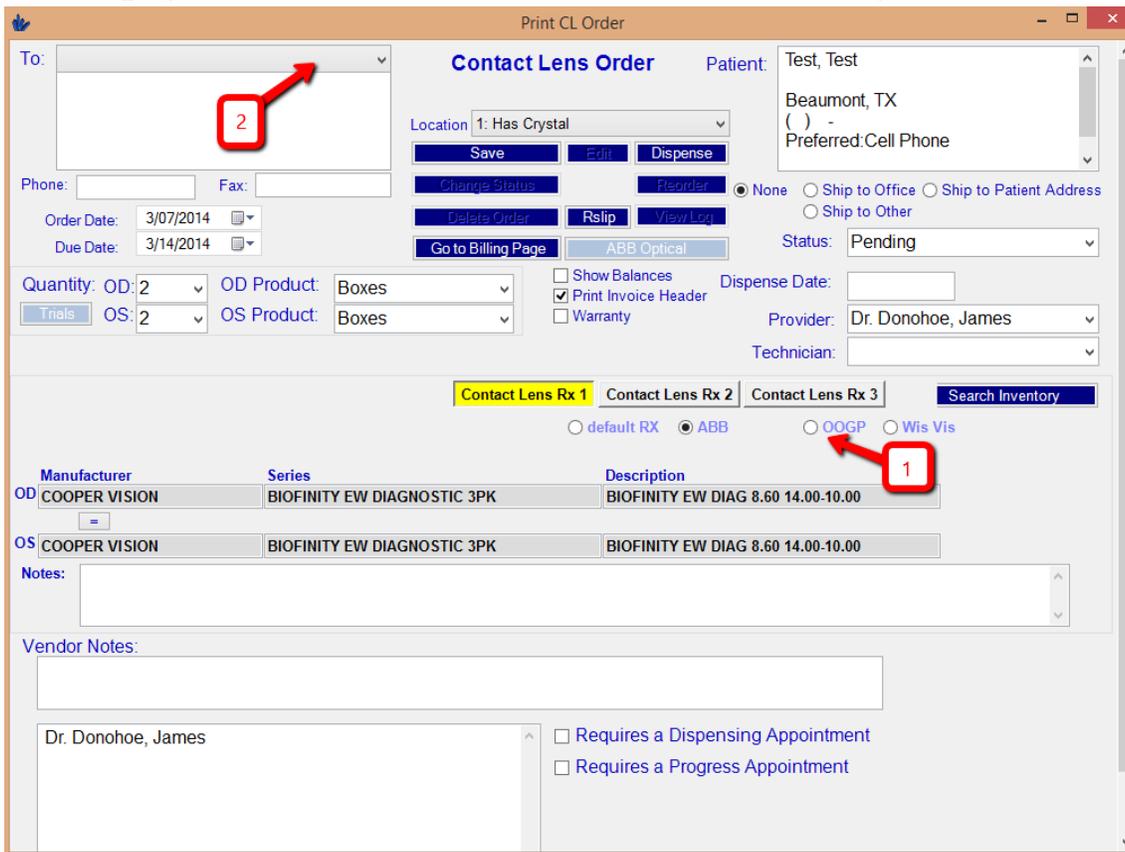
3 – Click the **Update Catalog** button. **\*\*NOTE: This can take up to several hours to complete and you will not be able to navigate to another portion of the program during this update\*\***

4) Once the update is complete, you will be able to batch CL orders to OOGP. Navigate in Crystal to **Patient > Prescription > Contacts**



5) In the Contact order screen, select the blue **Create New Order** button.

6) In this page, fill out the information in the following order:

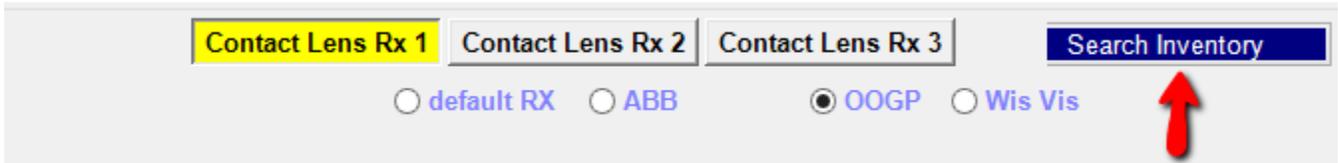


1 – Set the radio selector to **OOGP**.

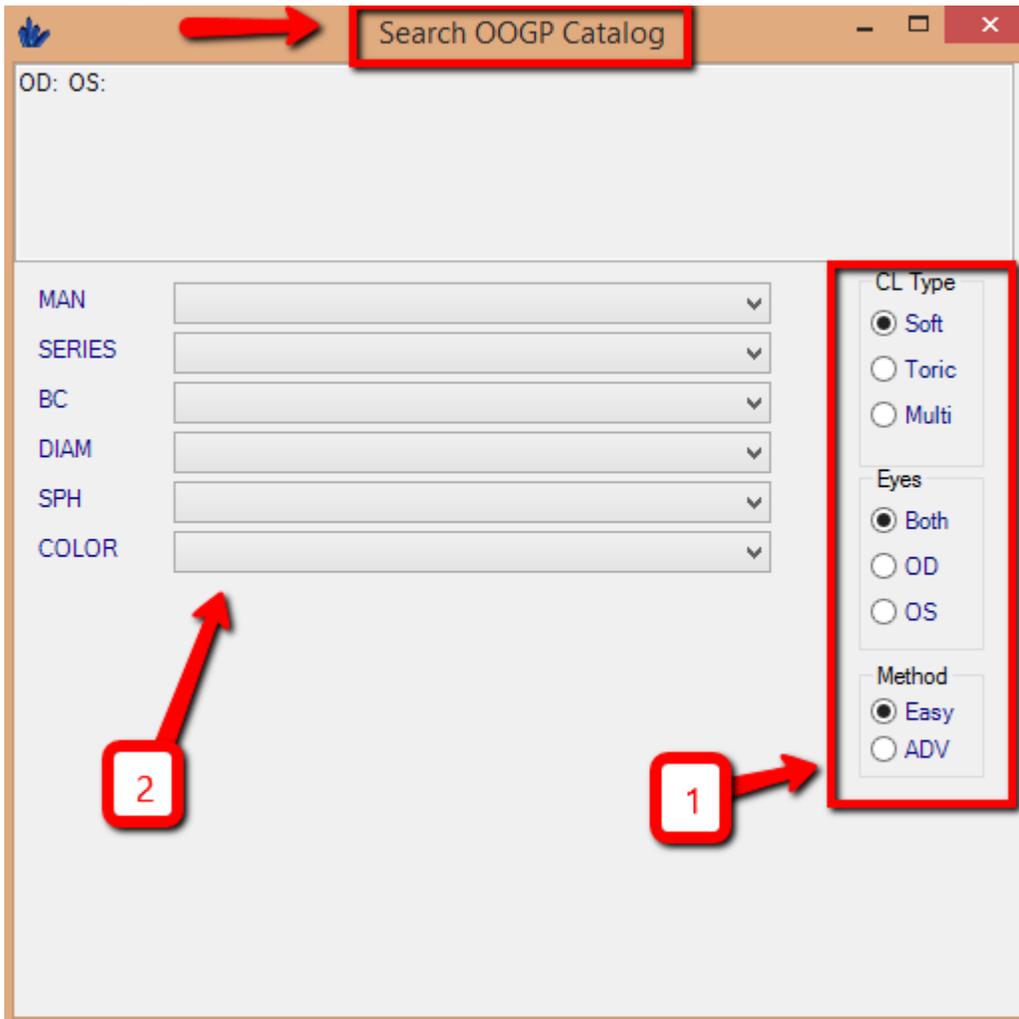
2 – Select the Vendor you are sending the CL order to.

3 - **\*\*The remaining fields are at your discretion\*\***

7) When you move the radio box to OOGP, notice the **Search Inventory** button:



8) Clicking this button will load the search field for the OOGP Catalog:



1 – Select the CL Type and which Eye. **\*\*NOTE: you can select both eyes, or do them separately. \*\***

2 – Fill out the Contact Lens information in the 6 fields provided.

9) Once these fields are complete, the order information will appear at the bottom:

Series	Description	Units
Biotrue ONEday-Sph...	-00.25 [Daily] 90pk	90pk
Biotrue ONEday-Sph...	-00.25 [Daily] 5pk Trial	5pk Trial

Since the option for both eyes was selected, when I double-click on the order information it will appear for **OD and OS** in the CL Order screen:

Manufacturer	Series	Description
OD Bausch & Lomb	Biotrue ONEday-Sphere	-00.25 [Daily] 90pk
OS Bausch & Lomb	Biotrue ONEday-Sphere	-00.25 [Daily] 90pk

10) Next, click the blue  button on the CL Order screen.

- 11) The Routing Slip window will appear allowing you to add billing/diagnosis information for the patient's potential invoice:

The screenshot shows the 'Routing Slip' window with the following data:

Bill Code	Description
Aspheric	AO Fulvue Aspheric
CL F/U	Contact Lens Follow Up
CL Fit C...	Contact Fit - New Compl...
CL Fit N...	Contact Fit - New Normal
CL Refit...	Contact Refit - Complex ...

Diag Code	Description
372.14	Allergic Conjunctivi...
367.20	Astigmatism
366.16	Cataract - Nuclear
375.15	Dry Eye Syndrome (...)
365.11	Glaucoma - Primar

Bill C...	Description
2026F	DM - eye imaging validate...
Adj M...	Material Adjustment
Adj M...	Material Adjustment

Diag Code	Description
172.1	Malignant melanoma ...
224.1	Benign neoplasm - orbit
115.92	Histoplasmosis retinitis
250.02	Diabet

Billing Code	Billing Text
Adj Fr	
Adj Me	
Adj Mi	
Adj Se	
1	

Diag Code	Description
374.43	Abnormal Innervation syndrom
379.40	Abnormal Pupil Function
368.34	Abnormal Retinal corresponde
373.13	Abscess of eyelid

Buttons at the bottom: Import Billing Codes from Schedule, Delete, Import Diag Code from Last Invoice, Close and Schedule Appointment, Close.

When complete, click **Close**.

- 12) The OOGP Order Form will appear:

The screenshot shows the 'OOGP Order Form' window with the following data:

Reference ID	Customer ID	Customer Name
102920008	DIS0000	Abeo Test System

Comment	Product ID	Quantity	Part ID
Test, Test (R)	BL32B01	2	785810068227
Test, Test (L)	BL32B01	2	785810068227

Description: -00.25 [Daily] 90pk

Shipping Information:  Delivery to Office,  Delivery to Patient Address,  Delivery to Billing Address

Name: Abeo Test System

Address 1: 111 Some St

Address 2:

City: Anytown, State/Zip: IL, 902100000

Phone: (800) 308-7170, Tracking: 21705360

Shipping Method: STANDARD (default, negotiated with account)

Buttons at the bottom: Delete, Save Pending Order, Submit Order.

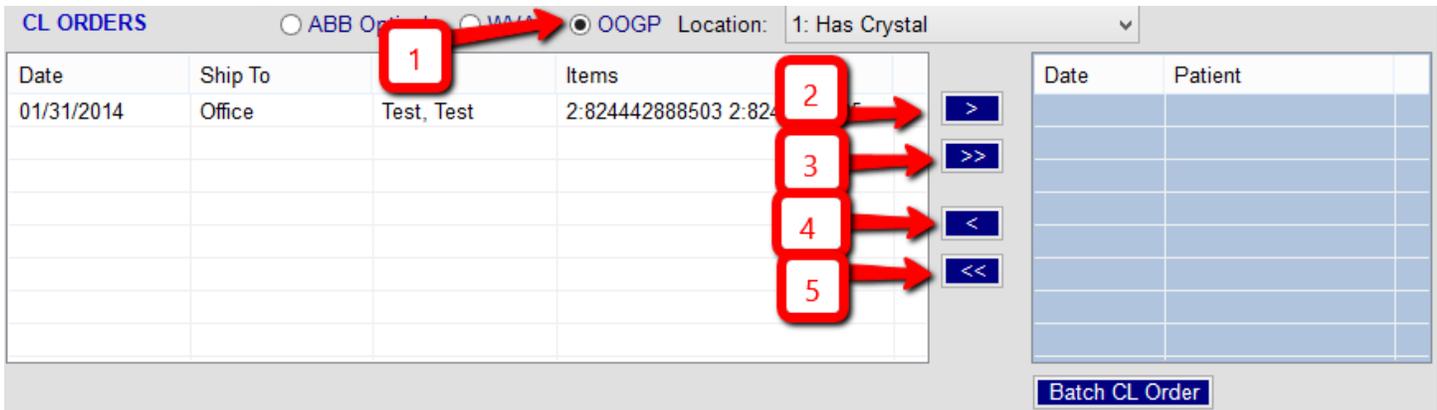
Verify that the order information is correct.

**Delete** – Deletes the created order.

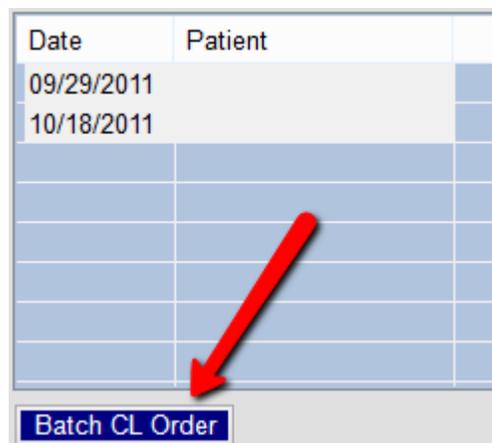
**Save Pending Order** – Saves the order to be batched to OOGP.

**Submit Order** – Directly batches the order to OOGP.

13) For this example, we will click **Save Pending Order**. The order is then moved in Crystal to **Admin > E-Claims**:



- 1 – Set the radio box to **OOGP** to view pending OOGP order claims.
  - 2 – The single '>' will move a single selected claim over to the Batch window.
  - 3 – The double '>>' will move **ALL** pending claims to the Batch window.
  - 4 – The single '<' will return a claim from the Batch window to pending.
  - 5 – The double '<<' will return **ALL** claims from the Batch window to pending.
- 14) To batch a CL order to OOGP, move the claims you wish to batch to the Batch window and select **Batch CL Order**:



15) The system will communicate a successful transmission:

