



7 steps to finding the right EHR, 8.11.15 (Trouble viewing this email? [Click here](#))

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The most important keys to a successful electronic records implementation are a) finding the right practice management system for your agency and b) ensuring that your staff is thoroughly trained on the program to maximize the benefits it offers.

1) Make a list of the most important things to you regarding mental health EMR

For example, if you don't do your own billing, you'll want to communicate that immediately to a potential system's sales team so they can connect you with the right product.

If the most vital issue to your practice is ensuring that you don't use expired authorizations or that you can run a report showing which clients have no-showed for appointments, you need to let your prospective EHRs know immediately, so you don't waste time considering software that can't do what you need most.

Once you can identify what you require as the backbone of your practice parameters, you'll have a much easier time weeding out systems that may not deliver what you need.
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