



Data Conversion Solutions

Data conversion is one of the most critical steps in implementing a new information system. Prior to the conversion, it is good practice to resolve any “problem” data to avoid converting bad data.

The *ideal* conversion transfers detailed patient account information from the old system to the new. Since these systems rarely contain the same data, such conversions can be challenging but successful with careful planning.

More commonly, conversion transfers just patient account balances. If possible, the old data is kept for reference to transactions occurring up to the conversion cutoff date. This usually is completed in two steps:

First, convert the demographic and insurance information from the old system to the new. This can be performed by manually entering the information or transferring it electronically.

Second, a cutoff date is set for posting transactions to the old system. All transactions after that date are saved for posting to the new system. Then, total the account balances on the old system, transfer the balances to the new, and total the account balances on the new system. Now you must compare the old and new account balance totals. Once reconciled or discrepancies explained, post to the new system all transactions that have occurred since the cutoff date and continue processing.

Another less recommended method of conversion stops posting charges in the old system on the cutoff date and immediately begins posting them to the new system. While this avoids the effort of converting detailed transactions or account balances, it may create additional issues:

First, the provider must decide whether to apply payments to patient old or new balances.

Second, patients will receive bills from both the old and new systems until the balance on the old is paid.

Third, controlling two coordinated systems is far more complicated than controlling one.

Fourth, these challenges will continue as long as the provider continues to operate two systems. For these reasons, a gradual conversion is not recommended.

HCS provides complete conversion support which includes writing programs to serve as tools to bring data from the existing system to **INTERACTANT**. For more than 40 years, HCS has performed consistently successful conversions. All conversion programs are thoroughly tested and approved prior to the conversion taking place. This detailed support streamlines the total implementation process.

To learn more or schedule a demonstration of **INTERACTANT**, please contact HCS at (800) 524-1038 or visit us on the web at www.hcsinteractant.com.