

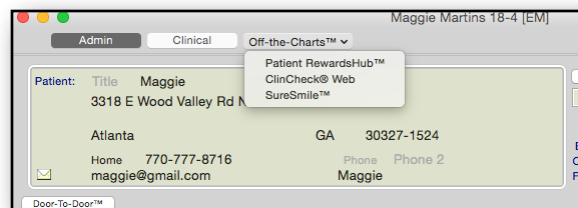
# topsOrtho 7.0

It's here! topsOrtho 7.0 gives you a direct access to Patient Rewards Hub™ from PracticeGenius™, suresmile®, and Clincheck® Web from Invisalign®. It's called Off-the-Charts™ and those web apps are built right into tops! There's lots of other cool stuff, too. Read on for the deets.

## About Off-the-Charts

With Off-the-Charts you can quickly and easily access Patient Rewards Hub from PracticeGenius, Invisalign and suresmile cases.

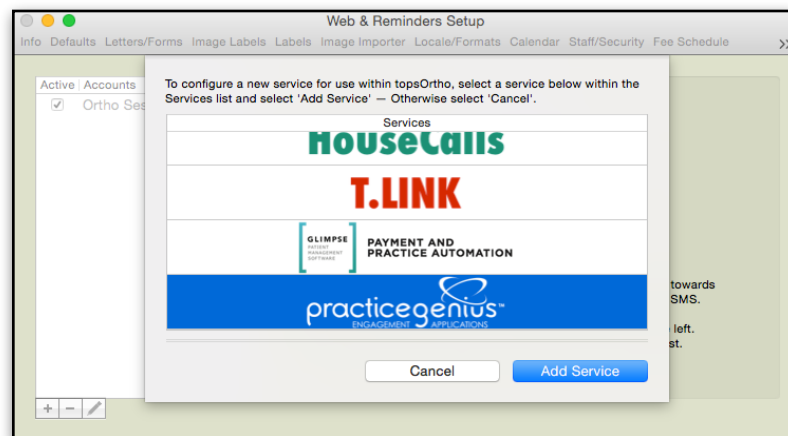
From the topsOrtho Admin window, click the Off-the-Charts button, select the web app, enter your password, and that's it! You're connected right inside of tops!



## How to Set up Patient Rewards Hub for Off-the-Charts

For Patient Rewards Hub from PracticeGenius to connect you'll need to activate it in Practice Setup...

1. Navigate to **Practice Setup...** & enter your topsOrtho **password**.
2. Select **Web & Reminders**.
3. Click the **plus button**, to add a service.
4. Select **PracticeGenius** & click **Add Service**.

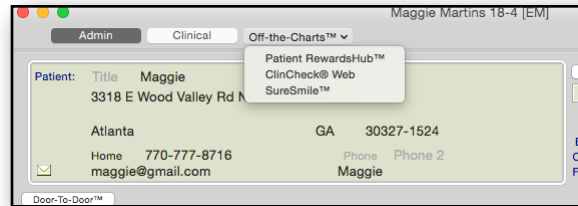


5. Enter your Patient Rewards Hub **User name & Password**. Verify the User name and Password are correct, if they are not your patient's records will not display in the Off-the-Charts window.
6. Click **Enable Service**.

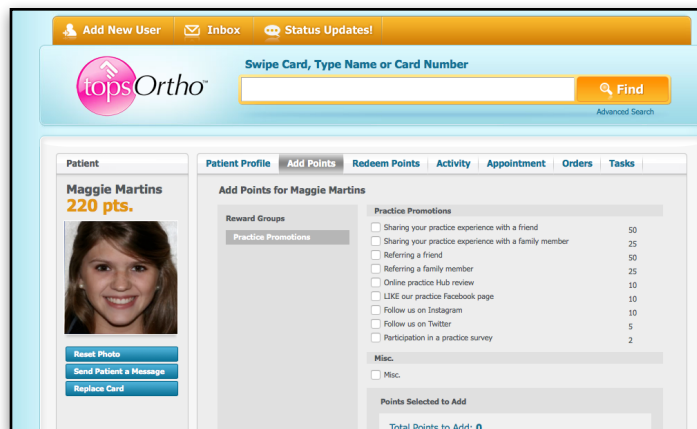
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## How to Use Patient Rewards Hub for Current Patients

1. From the Admin window, click the **Off-the-Charts button**, select **Patient Rewards Hub**.



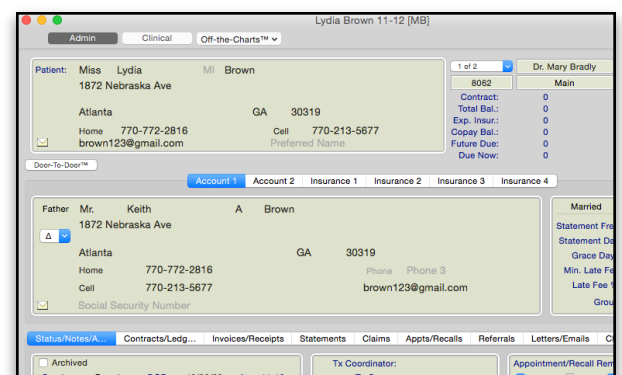
2. Enter your **User name & Password** the first time you log in for the day.
3. The Patient Rewards Hub page will display.
4. Simply add points and you're good to go.



If the Patient Rewards Hub records are not displayed go back to Practice Setup and verify the Patient Rewards Hub User name and Password are correct.

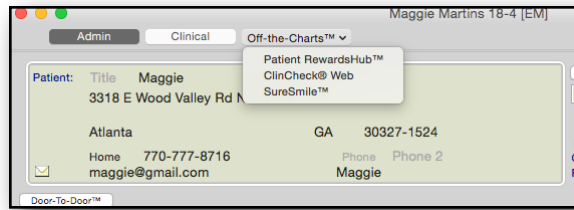
## How to Use Patient Rewards Hub for New Patients

1. Add the new patient information in topsOrtho and make sure you enter all of the necessary information like email address, home & cell phone numbers, photo, etc. so it will be pre-filled in the Patient Rewards Hub page.
2. Be sure the patient and account holder info is complete so it's all transferred to the Patient Rewards Hub.

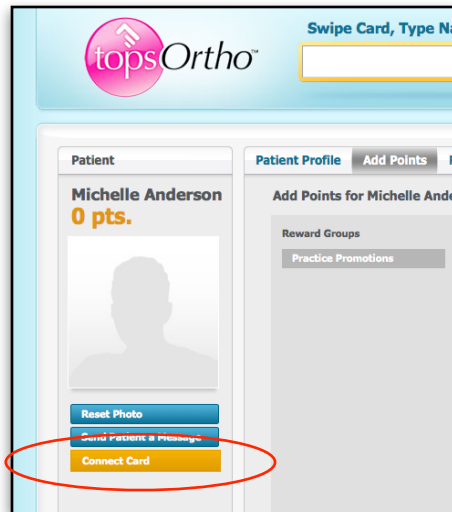


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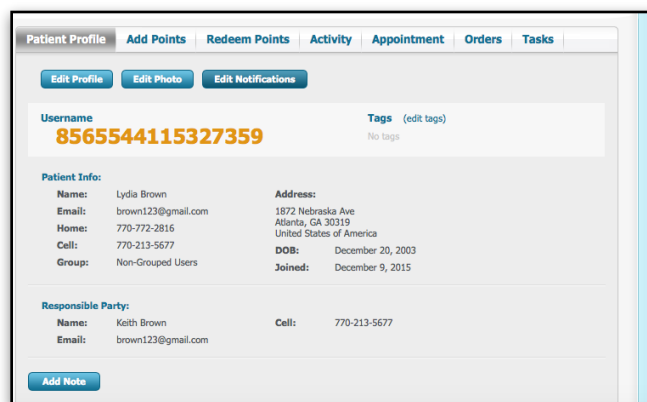
3. When ready, from the Admin window, click the **Off-the-Charts button**, select **Patient Rewards Hub**.



4. And the patient profile will be created automatically in the Patient Rewards Hub.



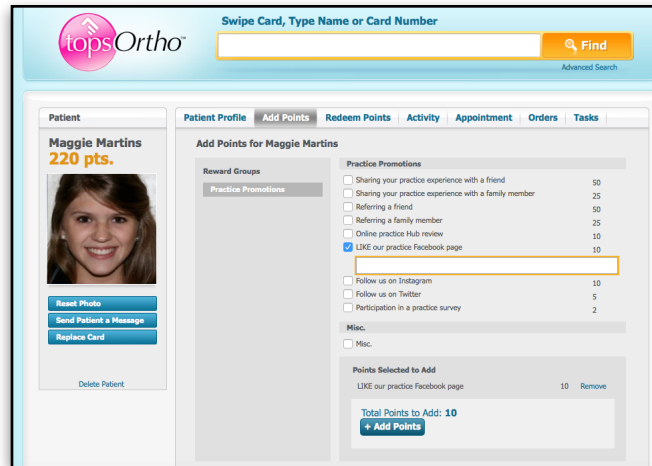
5. To link a card, click the **Connect Card button**.
6. Either swipe a **card** or manually enter the **card number**.



7. The information in topsOrtho will be added to the Patient Rewards Hub profile. You can add additional information manually.

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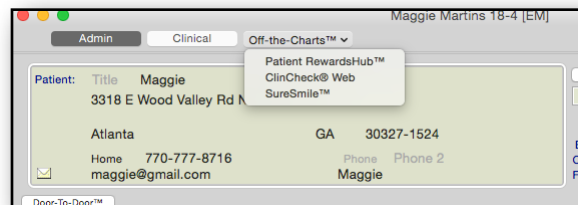
8. Just add points or send messages per the usual Patient Rewards Hub procedure.



Please note, appointment information is not updated to Patient Rewards Hub, at this time. And once a Patient Rewards Hub page is created, if changes made in topsOrtho to patient or account holder information those changes will not be updated in the Patient Rewards Hub.

## How to Use Invisalign Clincheck Web

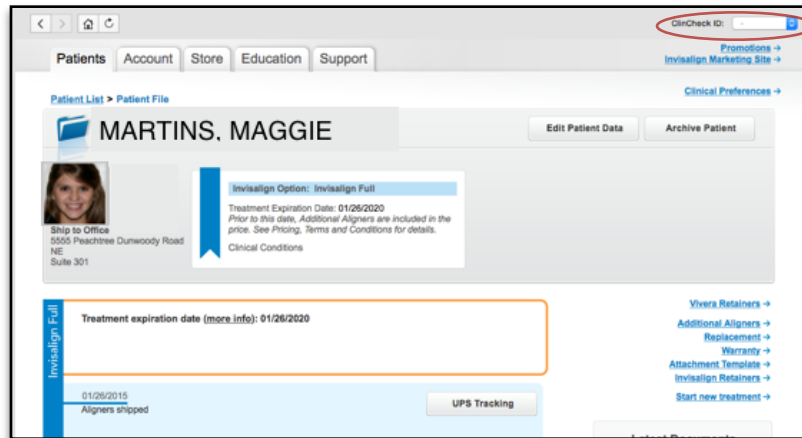
1. From the Admin window, click the **Off-the-Charts button**, select **Patient ClinCheck Web**.



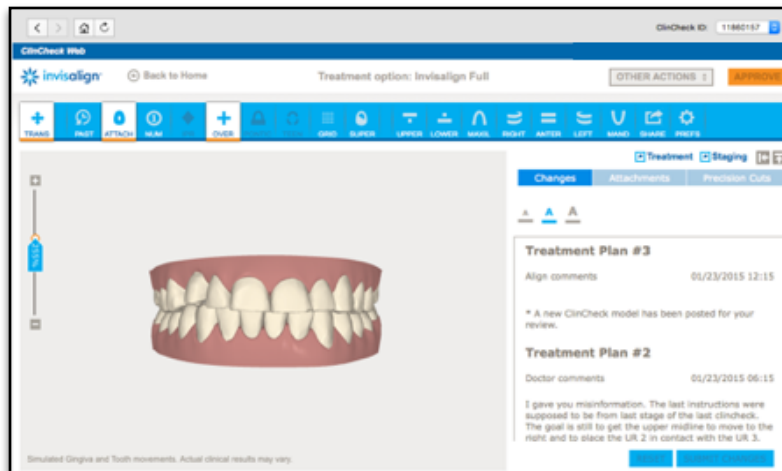
2. Enter your **User name & Password** the first time you log in for the day.

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3. We will search for your patient by name and birthdate and their record will be displayed. If there are multiple matches, select the correct record.

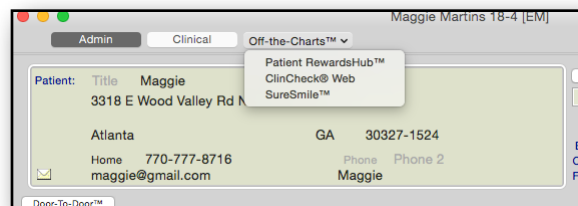


4. Click the **ClinCheck ID dropdown** and view your patient's ClinCheck Treatment Plans. You have full access to all the ClinCheck Web tools.



## How to Use suresmile Web

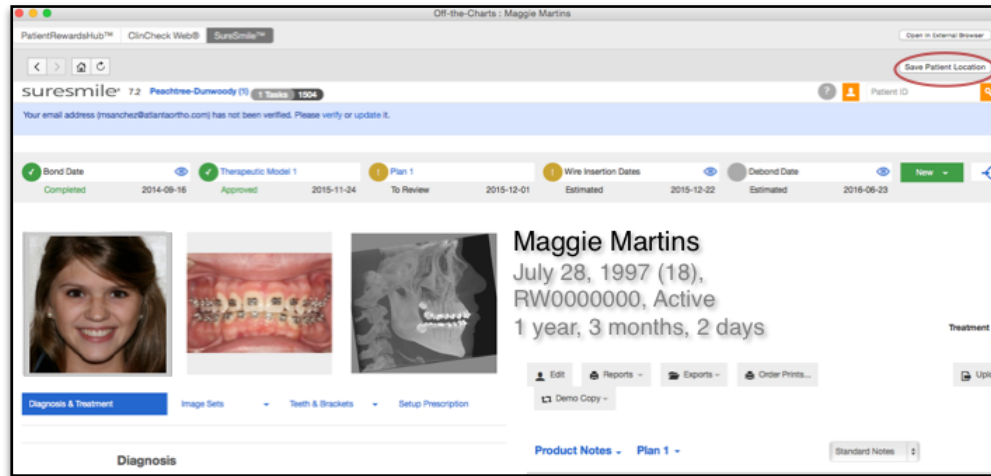
1. From the Admin window, click the **Off-the-Charts button**, select **suresmile**.



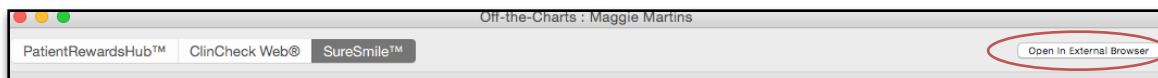
2. Enter your **User name & Password** the first time you log in for the day.

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3. You will need to connect your patient and their suresmile record the first time you access each patient. To do so, search for the **patient** and when you find them click the **Save Patient Location** button in the upper right of the window.



4. The next time you access that patient's suresmile record within Off-the-Charts, it will open automatically. You have full access to all the suresmile Web tools.



If Off-the-Charts is not working, click the **Open in External Browser** button. This will open a browser window so you can access the web portals. If you still cannot access RewardsHub, Invisalign or suresmile, check your internet connection.



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