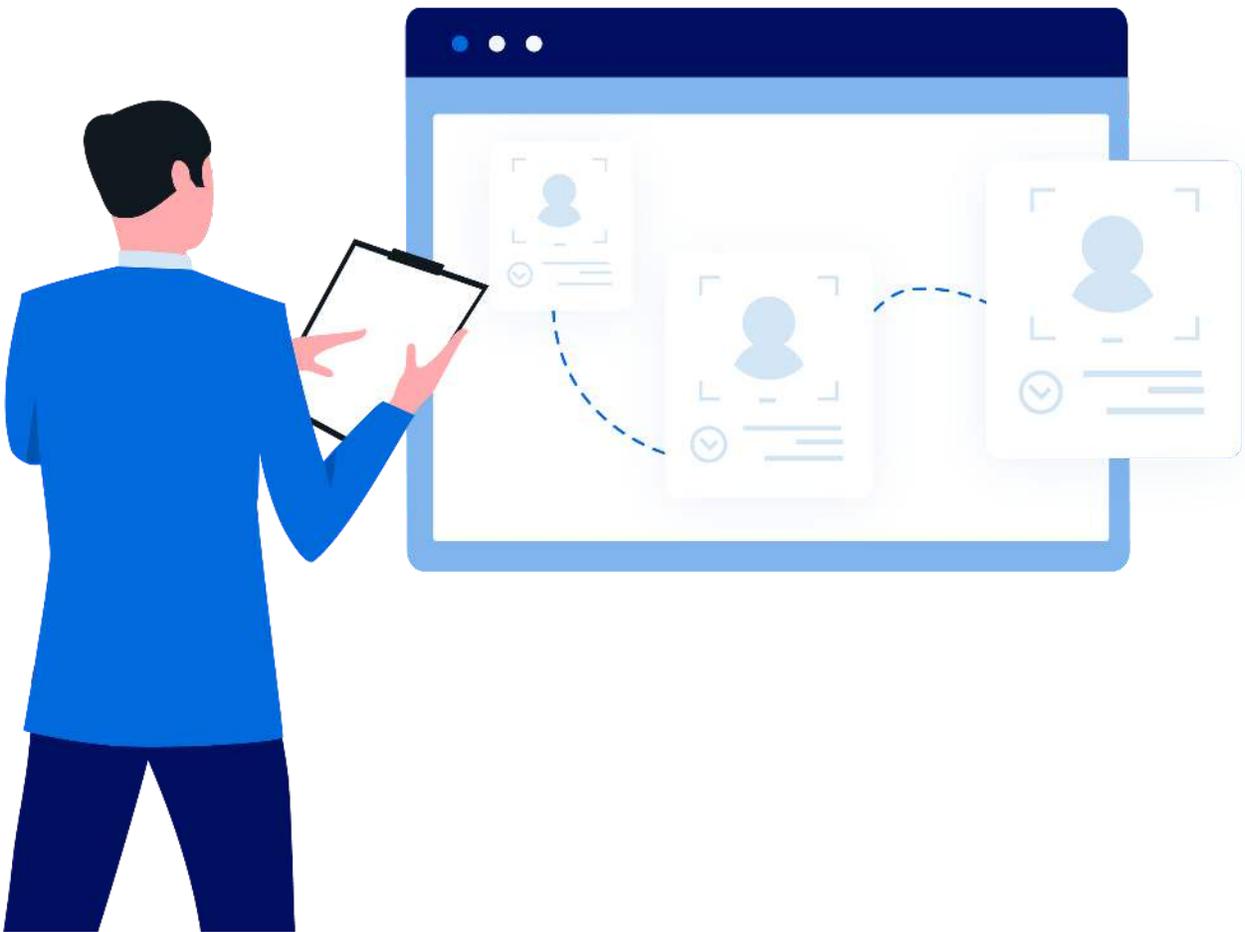


## Help Articles

**How can patients fill in their information at a reserved computer in our waiting room?**



# How can patients fill in their information at a reserved computer in our waiting room?

Denticon terms the “reception room computer” as “kiosk.”

A unique login must be created. The login is location-specific, so if the dental operation has multiple locations, a unique login must be created for each location.

To setup a unique “kiosk” user login:

- Click the word “Setup” and choose the “Security” and “Users” options from the drop-down box
- Click the Add New User button
- Follow the xxx >> buttons through the setup steps
- Within “Step 4 of 5,” choose “Patient Self Check-In Only” for the Start Up screen option
- As Denticon’s programming restricts the kiosk user to access anything beyond the patient check-in page, the selected group membership in Step 5 does not matter – but one must be selected
- At the final screen, click the Save button

To test the kiosk login:

- Access to [www.planetdds.com](http://www.planetdds.com)
- Click the “Client Login” link
- Login with the kiosk username and password

Patients are now able to utilize the kiosk computer to:

- Check-in for an appointment
- Enter new patient registration
- Update medical history for an existing patient record
- If the office uses a fingerprint reader, the patient can also check-in for today’s appointment with a single index finger impression using the DigitalPersona U.r.U Fingerprint Reader

NOTE: The patient kiosk feature can be used without the fingerprint reader. If the fingerprint hardware and software are not installed, the patient kiosk will not show the fingerprint user interface.

The screenshot shows the top navigation bar with 'Setup' selected, leading to the 'Office Newport Beach Organic Dentist' dropdown. The 'Users' option is highlighted in the dropdown menu. On the left, there is a 'Search Patient or Responsible Party' section with search criteria for Patient and Responsible Party, and search by options like Last Name, First Name, Chart #, SSN, Patient Type, Email, Medicaid ID, and Birth date. A search text field is present with the placeholder 'Enter Patient Last Name:'. On the right, there is a 'Search In' section with options for 'Current Office' and 'All Offices', and a checkbox for 'Include Inactive Patients'. A 'PGID : 2239' label is visible in the top right corner.

The screenshot shows the 'User Setup' page for user 'Jones, Harry'. The page has tabs for 'Login Info', 'Office Access', 'Home Office', and 'Permitted IPs'. The 'Login Info' tab is active, displaying the following user information:

User Info	
User Name	HJones2239
Password	---
First Name	Harry
Last Name	Jones
Security Question	---
Security Answer	---
Email	
Phone	
Active	Yes
Corresponding Provider	
Dashboard Access	None
Dashboard pop-up?	No
HIPAA compliant scheduler view?	No
Production view?	No
Print Labels for Appt.	Do not print.
Prompt for entry date?	No
Patient access level	Normal
Time Clock Pay Rate	
Time Clock Over Time Method	
Time Clock Over Time Rate	

At the bottom of the page, there are three buttons: 'Add New User' (circled in red), 'Edit', and 'Delete User'. The 'PGID : 2239' label is also present in the top right corner.

Scheduler Patient Transactions Charting Reports Utilities Setup Office **Newport Beach Organic Dentist** Help My Account Logout

Search Patient...

**User Setup** PGID : 2239

**Login Info (Step 4 of 5)**

Start-Up Screen: Patient Self Check-in Only

Default Scheduler View: ---Daily View---

Allowed On:
  Mon  Tue  Wed  
 Thu  Fri  Sat  
 Sun

Allowed From: 08:00 AM  
 Allowed Until: 06:00 PM 24hr Access

Corresponding Provider (if applicable): None

Dashboard Access: None

Automatic dashboard pop-up?  Yes

HIPAA compliant scheduler view?  Yes

Production view?  Yes

Prompt for entry date?  Yes

Cancel << Home Office Group Membership >> Save

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Scheduler Patient Transactions Charting Reports Utilities Setup Office **Newport Beach Organic Dentist** Help My Account Logout

Search Patient...

**User Setup** PGID : 2239

**Users**

Users List: Jones, Harry; **Kiosk, Newport Beach**

**Login Info** Office Access Home Office Permitted IPs

**User Info**

User Name	HJones2239
Password	---
First Name	Harry
Last Name	Jones
Security Question	---
Security Answer	---
Email	
Phone	
Active	Yes
Corresponding Provider	
Dashboard Access	None
Dashboard pop-up?	No
HIPAA compliant scheduler view?	No
Production view?	No
Print Labels for Appt.	Do not print.
Prompt for entry date?	No
Patient access level	Normal
Time Clock Pay Rate	
Time Clock Over Time Method	
Time Clock Over Time Rate	

Add New User Edit Delete User

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## Client Login

Username

Password

Login

The best compliment you can give us is a referral.

If you know someone who would like Denticon as much as you do, please **CLICK HERE** so we can reach out to them.



## Quick Links

- [Request More Information](#)
- [Dentigram](#)
- [Dentiray](#)
- [Marketing DDS](#)

Message from webpage



You have successfully logged in to patient kiosk. The patient kiosk opens the browser in kiosk mode (i.e., with no menubar, toolbar, minimize, close buttons etc.). To exit patient kiosk please press Alt + F4.

OK



ABOUT SSL CERTIFICATES



800.861.5098

Planet DDS,  
2967 Michelson Drive, Suite G-115  
Irvine, CA 92612

## Denticon Patient Kiosk

Newport Beach Organic Dentistry  
123 Pacific Coast Highway  
Newport Beach CA 92612  
Thursday, August 8, 2013 9:59:51 AM

### Identify Yourself

The Denticon Patient Kiosk provides for patient self registration and/or check-in to patient's dental office.

#### Identify by Name

Specify your name

Search...

#### Search Results

Check-in...

New Patient with no appointment? [Click here to register.](#)