



Procedure or Inventory and Inventory Code Mass Price Update

This utility is used to make price changes to Procedure or Inventory or inventory codes either by updating a single code at a time, by department, or in mass. There is a **preview button** that will let you review and print (right click to print) what the new selling price is compared to the old one.

It is ideal to review your changes prior to making them.

- Changes to prices can be made by either entering a new selling price for an item, increasing by a mass \$ amount, or increasing by a mass percentage.
- Only the “Increase by Amount” or “Increase by Percent” will *affect* estimate templates.
- Entering a selling price and pressing “Update and Go to Next” will not affect templates. Why?

A code has a price of \$1.00
 When the code is used in the template, a range of \$1.00 - \$6.00 is saved.
 The price goes up to \$2.00
 The computer does not know if the template is supposed to increase by \$1.00 or 100%.
 The template would either be \$2.00 - \$7.00 or \$2.00 - \$12.00.
 If I tell it \$1.00 or 1%, it would know what to do.

- There is an option to also only increase the items that have an existing (non-zero) selling price.
- Also included are options to round to the nearest nickel, dime, or dollar. If these are checked, it **will not** round the estimate templates, but it will increase by the amount or percent entered.

There is a reason why we do not apply rounding from mass price updates to estimate templates. It is just not possible to do it accurately because of the nature of quantity ranges with amounts.

Example:

I have a pill that is now 22 cents. I want to change it by 15% rounded to the nearest dime. That would be 30 cents per pill now. In an estimate template I have a quantity range of 3 to 14 of these pills; .66 to \$3.08 (when .22 cents a pill) What do I do with it??? If I simply increase and round these 2 amounts (the .66 for 3 and the 3.08 for 14 pills) I get .70 to 3.10 but if I were to create a new template or invoice with these same quantities I would get .90 to 4.20 for this item.

I may have this pill with many different quantity ranges in all sorts of templates as well...I could recalculate all the amount ranges based on the old quantity times the new per pill price but people can change the amounts from the standard setup in addition to the quantities in the estimates.

Utilities .. Procedure Codes Mass Price Update

Item Cost: 12.0000
 Selling Price: 13.00 (old) 12.00 (new)
 Individual Update
 Increase by Amount
 Increase by Percent: 5
 Add to Price: 0 [Suggested addition to the Selling Price for linked items]
 Ytd. Sold [Qty]: 0.00
 Apply only to procedures with an existing (non-zero) selling price
 MEQ01 ECG Equipment Fee New N Department: MMUEE
 Previous Next Update and Go to Next
 Go to Code
 Enable Department
 Round to the nearest nickel
 Round to the nearest dime
 Round to the nearest dollar
 Increase Prices by Percentage for All Codes Preview Close

Utilities .. Inventory Codes Mass Price Update

Item Cost	Quantity	Price	Amount	Discount Percent
Markup %	1.00			
Selling Price				
Min. Charge				
Disp. Fee				

Qty on hand: -925.00
 Ytd. Sold [Qty]: 0.00
 Individual Update
 Increase by Amount: 2.00
 Increase by Percent
 Apply only to items with an existing (non-zero) selling price
 BODYC After Care Instructions Department: ALL
 Previous Next Update and Go to Next
 Go to Code
 Enable Department
 Round to the nearest nickel
 Round to the nearest dime
 Round to the nearest dollar
 Increase by Amount for All Departments Preview Close



Globally update prices for Procedure or Inventory codes

1. From the IntraVet main menu, select “Tools”, then “Utilities”, and then “Code Utilities”.
2. Choose “Procedure or Inventory Codes Mass Price Update”.
3. To do a global update by percentage:
 - A. Click <Increase by Percent> to enable this field & Enter a percentage.
 - B. Click <Preview> to see the new prices, Right click to Print. <Close> to leave without making changes
 - C. Click <Increase Prices by Percentage for All Codes>, then <Yes> and IntraVet will increase the prices for all Procedure or Inventory codes by the percentage you entered.
4. To do a global price update by a specific amount
 - A. Click <Increase By Amount>. This field will be enabled and you can enter a \$ amount.
 - B. Click <Increase Prices By Amount For All Codes>.
 - C. Click <Yes> and IntraVet will increase the prices for all Procedure or Inventory codes by the amount you entered.

To Increase by percentage for Procedure or Inventory codes only on one department

1. Make your price selections for a particular department.
2. Enter a percentage for the increase.
3. Click <Enable Department>, and enter the department you want to change globally.
4. Click <Set Department>
 - A. The selected Department shows in plain text above <Update and go to Next>
 - B. First code in Department shows in plain text above <Next> and <Previous>
5. Click <Preview>, <Close> or <Apply Set Values to all Codes>.

To increase prices by percentage for only one code at a time

1. From the IntraVet main menu, select “Tools”, then “Utilities”, and then “Code Utilities”.
2. Select “Procedure or Inventory Codes Mass Price Update”.
3. Click on <Increase By Percent>. This field will be enabled. Enter a percentage.
 - A. The first Procedure or Inventory code in your list will be displayed in plain text above <Next> and <Previous>.
 - B. Click <Update & Go to Next> to modify prices one by one.
 - C. To move to another code without changing the price on the current one
 - 1.) Click <Next> to move forward or to move backward click <Previous>.
 - D. To move to a specific Procedure or Inventory code
 - 1.) Put your cursor in the code number or description entry field or Use <F3> to browse through the code list.
 - 2.) Click <Go To Code>. The code will be selected for the price change. At the top of the screen you will see the old price and the price if the change is completed. Click <Update and Go to Next> to update the price for this Procedure or Inventory code.

To increase prices by amount for only one code at a time

1. From the IntraVet main menu, select “Tools”, then “Utilities”, and then “Code Utilities”.
2. Select “Procedure or Inventory Codes Mass Price Update”.
3. Click on <Increase by Amount>. This field will be enabled. Enter an amount.
 - A. The first Procedure or Inventory code in your list will be displayed in plain text above <Next> and <Previous>.
 - B. Click <Update & Go to Next> to modify prices one by one.
 - C. To move to another code without changing the current one
 - 1.) Click <Next> to move forward or to move backward click <Previous>.
 - D. To move to a specific Procedure or Inventory code
 - 1.) Put your cursor in the code number or description entry field.
 - 2.) Use <F3> to browse through the code list.
 - E. Click <Go To Code>. The code will be selected for the price change, and displayed in plain text above <Next> and <Previous>.
 - 1.) At the top of the screen you will see the old price and the price if the change is completed. Click <Update and Go to Next> to update the price for this Procedure or Inventory code.
 - 2.) Click <Close> when you are finished.



Inventory Codes Mass Dispensing Fee Update & Minimum Charge Update

These utilities are used when the dispensing fee or minimum charge needs to be increased. It can be done by single code, by department, or in mass.

- Increases are made either by single \$ amount, by mass \$ amount, by percentage or by changing the fee to a specific \$ amount. There is an option to also only increase only the items that have an existing dispensing fee or minimum charge.
- There are options to round to the nearest nickel, dime, or dollar.

Mass Dispensing Fee Update

This utility works like the other price update utilities:

- You can change codes individually, by department, or all inventory codes.
- You may change prices to a particular amount (Select “Change Fees to”).
- You can also change “By amount” or “By Percent” as well.
- You may click the “Preview” button at the bottom to see a preview of your changes (right-click in the display and choose Print if a printout is needed).
- You may also select to apply changes to codes with a dispensing fee and select a rounding option (nickel, dime, or dollar).

The screenshot shows a dialog box titled "Utility .. Inventory Codes Mass Dispensing Fee Update". It contains several input fields and buttons. A red arrow points to the checkbox "Apply only to items with an existing dispensing fee".

Fields and buttons visible in the dialog box:

- Selling Price: []
- Min. Charge: []
- Disp. Fee: 1.00 []
- Individual Update: [Button]
- Increase by Amount: 1.00 [Button]
- Increase by Percent: [Button]
- Change fee(s) to: [Button]
- Apply only to items with an existing dispensing fee
- BODYC After Care Instructions Department: ALL
- Previous [Button] Next [Button] Update and Go to Next [Button]
- [] [] Go to Code [Button]
- [] [] Enable Department [Button]
- Round to the nearest nickel
- Round to the nearest dime
- Round to the nearest dollar
- Increase by Amount for All Departments [Button] Preview [Button] Close [Button]

UNLESS YOU WANT TO ADD A DISPENSING FEE CHANGE TO ALL THE CODES YOU HAVE SELECTED YOU SHOULD CHECK THE BOX TO *APPLY ONLY TO ITEMS WITH AN EXISTING DISPENSING FEE.*



Mass Minimum Charge Update

Works like the other price update utilities:

- You can change codes individually, by department, or all inventory codes.
- You may change prices to a particular amount (Select “Change Fees to”).
- You can also change “By amount” or “By Percent” as well.
- You may click the “Preview” button at the bottom to see a preview of your changes (right-click in the display and choose Print if a printout is needed).
- You may also select to apply changes to codes with a minimum charge and select a rounding option (nickel, dime, or dollar).

Utility .. Inventory Codes Mass Minimum Charge Update

Selling Price Individual Update

Min.Charge 5.00 Increase by Amount

Disp. Fee Increase by Percent

Change fee(s) to 5

Apply only to items with an existing minimum charge

BODYC After Care Instructions Department: ALL

Previous Next Update and Go to Next

Go to Code

Enable Department

Round to the nearest nickel

Round to the nearest dime

Round to the nearest dollar

Change fee for All Departments Preview Close

UNLESS YOU WANT TO ADD A MINIMUM CHARGE CHANGE TO ALL THE CODES YOU HAVE SELECTED YOU SHOULD CHECK THE BOX TO *APPLY ONLY TO ITEMS WITH AN EXISTING MINIMUM CHARGE.*

Helpful Hints

- If you are not sure about what something will do, call IntraVet support before running these utilities (800-422-8875)
- Make a backup before running these utilities.
- If available, always preview and print any changes. Right click in the preview window to print.

Utilities .. Inventory Codes Mass Price Update

Code	Description	Qty	Old Crg	New Crg
New prices after price update for ALL inventory codes				
M05	Aerokat	1.00	55.00	65.00
DF1	W/A Microview Otoloscope	1.00	0.00	10.00
SI08	Adson-Brown Forceps 4 3/4 "	1.00	0.00	10.00
OM51	Oral Medication Syringe 6ml	1.00	0.00	10.00
OT331	Foaming Ear Cleanser 16 oz.	1.00	23.70	33.70
OT685	Mometamax 15g	1.00	26.87	36.87
I22	Dental X-ray Film #4 -DF - 50	1.00	0.00	10.00
A09	Domitor 10ml	1.00	0.00	10.00
A1A	Acepromazine inj 10mg/ml	1.00	35.80	45.80
AI-20	AM BICK TUBING CONN 5 FT	1.00	0.00	10.00
AI-22	BARALYME PRE-PACK CANISTER 3L	1.00	0.00	10.00
AI-30	BREATHING BAG 3 LTR LATEX	1.00	0.00	10.00
AI-31	F AIR Canister	1.00	0.00	10.00
AI01	Endo Tube Brush 4mm	1.00	0.00	10.00
AI02	Endo Tube Brush 6mm	1.00	0.00	10.00
AI03	Endo Tube Brush 8mm	1.00	0.00	10.00
AI04	Endo Tube Brush 10mm	1.00	0.00	10.00
AI05	Endo Tube w/cuff -PVC 12mm 51F	1.00	0.00	10.00
AI06	Print	1.00	0.00	10.00
AI07	Go Top	1.00	0.00	10.00

Go Back Close

Preview & Print before making changes