There are a total of 4 training sessions:

1. Intro to Practice Perfect and Setup
2. Scheduling and Front Desk
3. Clinical Documentation and EMR
4. Billing and Payment
5. Follow Up, Add-on Services, Questions and Reports

The first training session takes approximately 90 minutes. Subsequent training sessions run for approximately 60 minutes.

You will be sent a homework checklist at the end of each training session.

The homework checklist must be completed prior to your next training session—otherwise you may need to reschedule the subsequent sessions.

Please note that training takes a total of 4-6 weeks. The sooner you schedule your training sessions, the sooner you can begin using Practice Perfect for your day to day operations.

If you will be converting any data from your current software system, please contact your implementation specialist or Heather at heather@practiceperfectemr.com.

Practice Perfect must be installed prior to our first training session.

Our Support Department is happy to assist you with the installation process.

Support can be reached as follows:

- **Hours:** Monday to Friday from 8:00 a.m. to 8:00 p.m. ET
- **Email:** support@practiceperfectemr.com
- **Phone:** 1-877-510-7473

Please note that email often guarantees the fastest response time.

Or, to download the software on your own, visit [http://www.practiceperfectemr.com/install](http://www.practiceperfectemr.com/install)

You will be asked for a “License #” during installation—this is your “Phone #” provided when you first signed up.
It is imperative that data backups are performed daily.

Practice Perfect has partnered with an automated cloud backup service called DataHEALTH.

DataHEALTH is familiar with our software and has agreed to a special rate for Practice Perfect users.

For more information on how to setup daily data backups, please visit www.datahealth.com/practice-perfect-emr or www.practiceperfectemr.com/backups

You may require a clearinghouse to send claims to your insurers. Please note that Practice Perfect does not act as a clearinghouse, but we do work with many clearinghouses and are happy to provide you with some recommendations.

We have an extensive library of training videos on our website known as the Accelerated Learning Center.

These videos were designed to guide you through the initial training process and help you get started sooner.

To access our learning center, please visit www.practiceperfectemr.com/learningcenter