

Request a Data Conversion (Import)

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Securing and storing patient data is a vital component to your day-to-day practice operations, however, manually converting data from a current system can be time-consuming and tedious. Streamline your transmission of data by working with our Sales Team on a custom data conversion of your data files. If you don't have the option to supply the data yourself, CollaborateMD has taken a proactive approach to partner with a reputable data conversion company that will securely perform data conversions on over 100 practice management and EHR / EMR systems, including old UNIX- or DOS-Based systems. Our data conversion experts will accurately convert patient demographics, codes, appointments, payers, and referring providers.

Data Conversions are a cost based service. After submitting your request you will be contacted by a CollaborateMD team member to securely obtain the required data files. Based on this evaluation you will be provided with a quote for the requested data conversion. Data Conversions can take anywhere from 7 - 10 business days to be processed.

If you're the Auth Rep, follow the steps below to request a Data Conversion:

1. Select **Account Administration > Services**.
2. Click the **Request Button** next to **Data Conversion (Import)**.
3. Use the **Customer** drop-down menu to **select which customer the data should be imported into**
4. Use the checkboxes to **select which type of data you will be importing**
5. Let us know if you are able to provide the data in an encrypted comma separated value (.csv).

Want to make it easy for yourself (and us)? Use our data conversion templates!

- [Appointments.csv](#) 
- [CPT Codes.csv](#) 
- [ICD Codes.csv](#) 
- [Patients.csv](#) 
- [Payers.csv](#) 
- [Referring.csv](#) 

6. Click **Submit**.

Sending encrypted files to us? Make sure to follow the steps [here](#).
