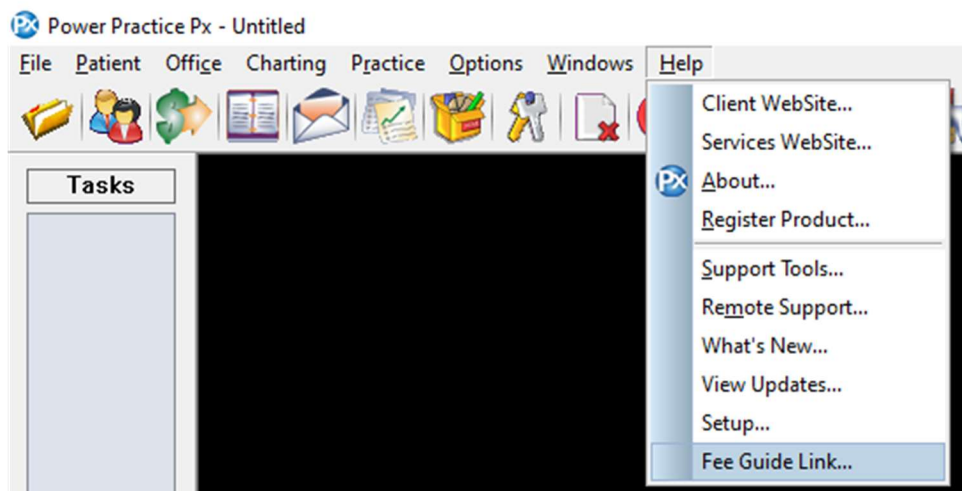


Load the 2025 Fee Guide for Power Practice

Note: The fee guide update should be performed after the End of Day on Jan 31st or before you perform any other actions on the morning on February 1st. If you are closed on the 31st, you can perform the update after End of Day on the 30th.

You must be on version 5.1 of Power Practice to load the BC Fee Guides

From the top menu bar, select the **Help > Fee Guide Link** menu option.



****If you are on version 5.0 or lower due to the BCDA requirements the Fee Guide Link option is no longer available to automatically load the new years fee guides.**

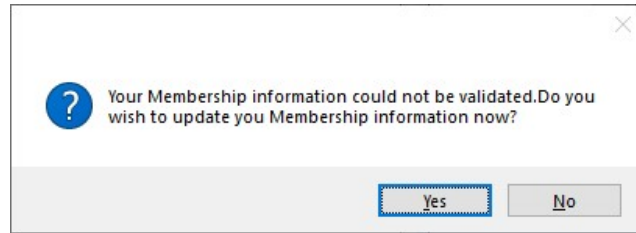
Please complete the BCDA Fee Guide Agreement form and email it back to support using this link to the [BCDA Fee Guide Agreement Form](#)

Email the completed form to exanpptsupport@henryscheinone.com

Note: the membership ID must be **7 digits in length** (with leading zeros) and the password **5 digits in length** (with leading zeros) This information would have been emailed to your office from the BCDA.

Support will be able to assist in loading the fee guide once it has been received.

If you have not already updated the Membership information you will be prompted to. Click **YES**



Enter your BCDA Membership Info then the **OK** button.

Note: the membership ID must be **7 digits in length** (with leading zeros) and the password **5 digits in length** (with leading zeros) This information would have been emailed to your office from the BCDA.

The membership information can also be entered in ahead of time using the 'Membership Button' in Practice Address, found in the Maintenance Manager

For BC you are now asked to Accept Terms for the Fee Guide License Agreement prior to loading the fee guides. Click **Accept Terms** at the bottom of the screen then click on **OK**.

Fee Guide License Agreement

ADDENDUM TO POWER PRACTICE END USER LICENSE AGREEMENT

This Addendum to the Power Practice End User License Agreement (this "Addendum") amends the End User License Agreement (the "Agreement") in effect by and between Axiom Solutions ULC ("Exan") and the Customer.

Third Party Required Terms

Subject to an agreement between Exan and the British Columbia Dental Association (the "BCDA"), which allows Exan to incorporate the BCDA Suggested Fee Guide for Treatment Services Provided by General Practitioners and to Patients Requiring Out of Office Care; the BCDA Suggested Fee Guide for Specialists in Periodontics; the BCDA Suggested Fee Guide for Specialists in Pediatrics (the "BCDA Works") into Power Practice, Exan is required to include certain minimum terms and conditions as specified in Exhibit A of this Addendum (the "BCDA Required Minimum Terms"). Exhibit A is hereby incorporated by reference into this Addendum and Customer hereby agrees to its terms.

In the event of a conflict between this Addendum and the Agreement, this Addendum shall control solely with respect to the subject matter of this Addendum. The terms and conditions of the Agreement shall otherwise remain in full force and effect.

Exhibit A

BCDA Required Minimum Terms

1. Customer may use the BCDA Works solely in conjunction with the Power Practice.
2. Customer must use the BCDA Works in and not transferred to or created

☐ **Accept Terms**

Print

OK

Close

Highlight the **2025-ALL.upd** fee guide for the BC Regular Fee Guide (R) and the Pacific Blue Cross Fee guides (P and PE) and click the **OK** button,

Select Fee Guide File (BC)

Last updated on: Feb 01, 2024

File Name

2014-SS.upd

2017-SC.upd

2024-ALL.upd

2024-CP.upd

2024-FN.upd

2024-HY.upd

2024-P.upd

2024-PE.upd

2024-R.upd

2024-SP.upd

OK

Cancel

Help

Agreement Accepted by:
exan on Feb 01, 2024 07:45 AM

Agreement

Under the column labeled **To Sch:** type in the letters **R** beside the corresponding **R** in the **Load Sch:** column, **P** beside the corresponding **P** in the **Load Sch** and **PE** beside the corresponding PE in the **Load Sch** then select the **OK** button.

Load Fee Schedule

Update
Filename : C:\powerptx\2025-ALL.upd

Update Fees On

User Code

Ins. Code

Auto-add Codes

(in update file,
not found in your
procedure file)

Load Sch:

To Sch:

R

R

P

P

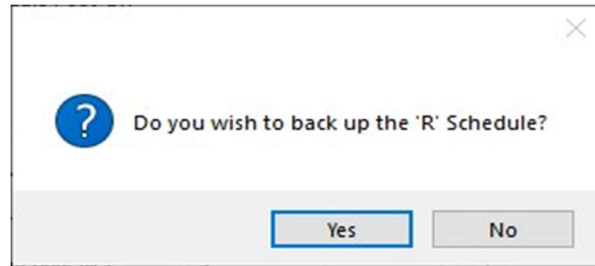
PE

PE

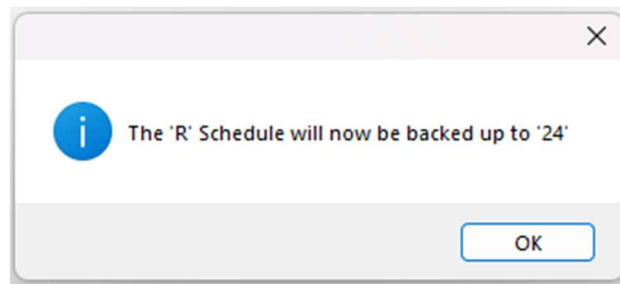
OK

Cancel

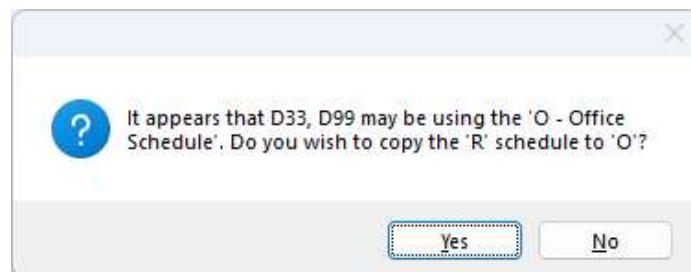
(4.8 clients) If a pop-up message appears asking **Do you wish to back up the “R” Schedule?** select the **Yes** button. Otherwise move onto the next steps.



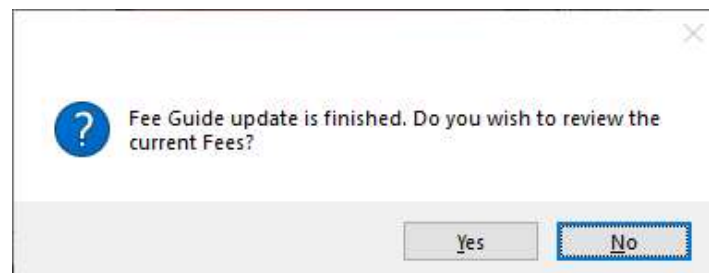
Select the **OK** button.



If you want the current fees to load into your Office Fee Schedule, Select the **Yes** button
If some or all the fees are higher than the R, update the Office Fee Schedule accordingly.



Select the **No** button (unless you wish to check the new fees)



The Fee Guide has now been updated.

Please remember that updating to the current fee schedule does not update existing Planned or Proposed fees to the current fee guide. Detailed instructions for this are available at <https://powerpractice.ca/feeguide/>