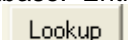




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Adding Insurance Companies and Doctors Information In SportsWare2008

CSMi has changed the way data is entered for Insurance Companies and Doctors. Insurance Company and Doctor's information is now entered into the Phone Book database. Entries made into the Phone Book database will be available through the Lookup button. 

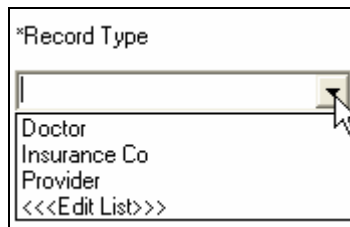
1 Add an Insurance Company or Doctor/Provider

1.1 Click on the **Phone Book Database**. 

1.2 From the Phone Book Database Listing Screen, click **Add**. 

1.3 Enter the new contact information.

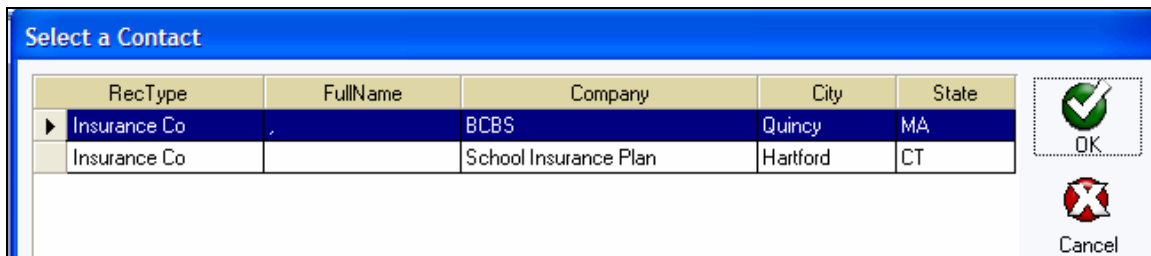
1.4 Select the corresponding record type from the drop-down.



*Record Type

- Doctor
- Insurance Co
- Provider
- <<<Edit List>>>

1.5 Entries made in the Phone Book Database will appear through the corresponding **Lookup** buttons.



RecType	FullName	Company	City	State
Insurance Co		BCBS	Quincy	MA
Insurance Co		School Insurance Plan	Hartford	CT

OK
Cancel