



Barti Training Checklist

Please review the [Barti Product Overview & Training Videos article](#) to review feature of Barti for usage and best practices. This document can be used to ensure that each member of your staff has gone through the appropriate training. You can create a copy of this document for each of them to complete.

Staff Member Name:		
Section	Video	Completion Status
Profile and Organizational Settings	Profile and Organizational Settings - Video Walkthrough	
Home Screen	Navigating the Home Screen	
Patient Profile	Patient Profile	
Intake Form	Intake Form	
Schedule	Scheduling an Appointment	
Online Booking	Online Booking	
	Setting up your schedule	
Barti Exam Overview	Barti Exam Overview	
Barti Billing	Adding Services	
	Adding Inventory	
	Creating an invoice from an optical order	
	Creating an invoice from an exam	
	Payment Posting	
Barti Messaging Center	Barti Messaging Center	
	Automated Appointment Reminders	
ePrescribe	ePrescribe	
Optical Order	Optical Order	
Barti Claims Management	Barti Claims Management	