

# System Preferences: Colors & Font

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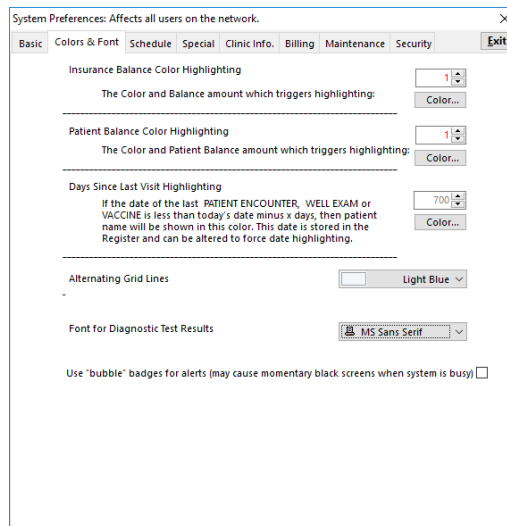
Version 20.3

**Path: Admin tab > Global Preferences button > Colors & Font tab**

**User Permission:** The System Preferences window is only available to users with permission: **AA\_SystemAdmin\_mi.**

## About

The Colors & Font tab of the System Preferences window contains different highlighting options available in OP as well as the ability to turn on or off the "bubble" badges.



- **Insurance Balance Color Highlighting:** Sets the insurance balance amount to trigger highlighting.
  - To select the color of the insurance highlighting, click on the **Color** button below the number field. A pop-up window will appear displaying color swatches. Click on the color you want, then click **OK**.
  - To customize a color, click on the basic color, then click the **Define Custom Colors** button. The window will expand to show a color spectrum. Move the cursor until the desired color is reached, then click the **Add to Custom Colors** button. The color will appear in the Custom Colors section to the left. Click on the customized color, then click the **OK** button to select.
- **Patient Balance Color Highlighting:** Sets the patient balance amount to trigger highlighting.
  - To select the color of the patient balance highlighting, and/or customize a color, follow the steps above, under *Insurance Balance Color Highlighting*.
- **Days Since Last Visit Highlighting:** Sets the number of days since the last patient visit to trigger highlighting.
  - To select the color of the last patient visit highlighting, and/or customize a color, follow the steps above, under *Insurance Balance Color Highlighting*.
- **Alternating Grid Lines:** Sets the color of grid line highlighting, such as the Claims+AR window (pictured below).

Claim #	Claim Date	Patient Name	Prov	Ins	Insured ID	Charge	Ins Bal	Pt Bal	Cat	Claim Note
100098	02/19/2019	HARRISON, ALEJANDRA	SJK	BKH	17987198	162.00	162.00		Q1: Qu	
100100	02/19/2019	PETERSON, JASMINE	SJK	GUA	AA4356700	267.00	267.00		Q1: Qu	
Svc Date	CPT	Mod	CPT Description	DX 1	DX 2	DX 3	DX 4	Chrg/Paid	Ins Bal/Adj	Pt Bal/Pd
02/19/2019	99391	25	PREV VISIT, EST, INFANT	Z00.129				162.00	162.00	
02/19/2019	90686		FLU VACCINE 0.5 ML QUADRIVALENT PF	Z00.129				75.00	75.00	
02/19/2019	90460		IMM ADMIN 1ST; < 19YRS W/COUNSELING	Z00.129				30.00	30.00	

- **Font for Diagnostic Test results:** Allows a user to select a different font for displaying diagnostic test results for patients.
  - **Use "bubble" badges for alerts (may cause momentary black screens when system is busy):** Select this checkbox to use the bubble style of badges for alerts instead of textual alerts in the Main Navigation Panel.
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