Installing Primary Options for myPractice

9 July 2015

Step one

1. Go to https://apps.comprehensivecare.co.nz
2. Click on the link to go to the installation page
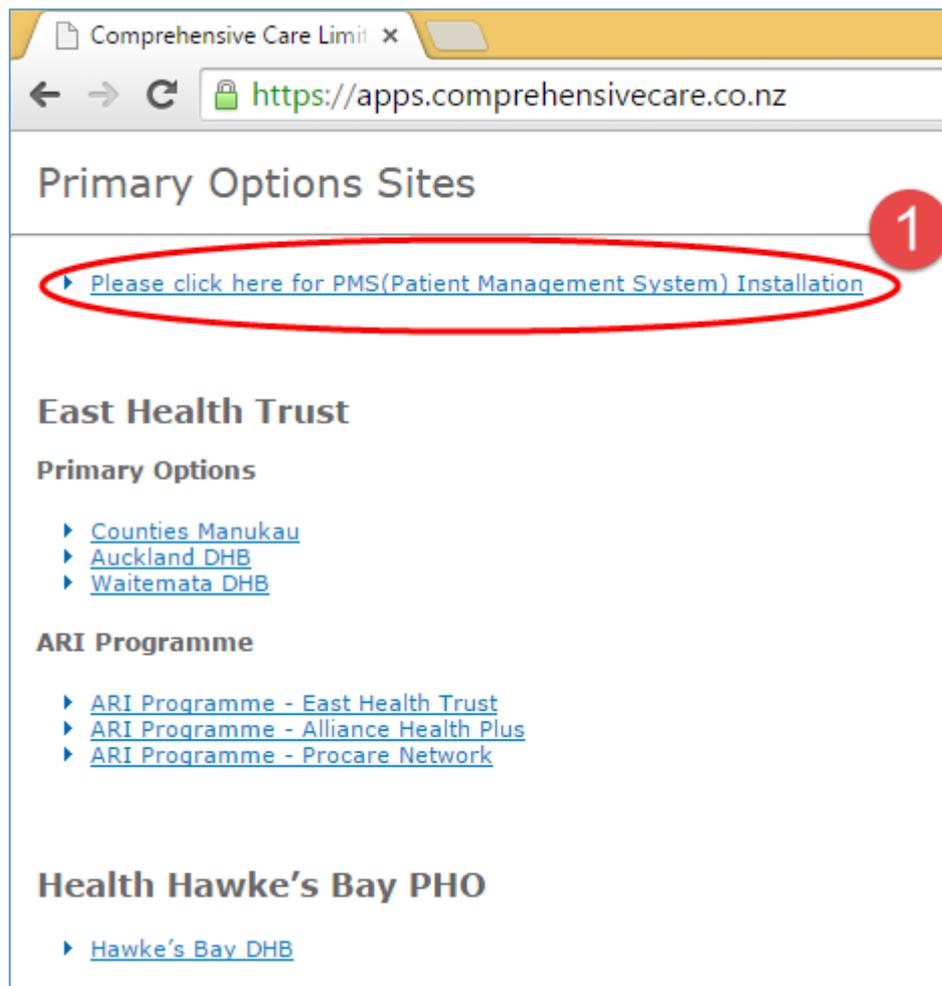
Step two

1. Download the appropriate XML file relating to the Patient Management System (PMS) and instance of Primary Options that relates to you
2. Then open your PMS

Step three

1. Select 'Tools' then;
2. Select 'Web Form Parameters' to open the URL Editor
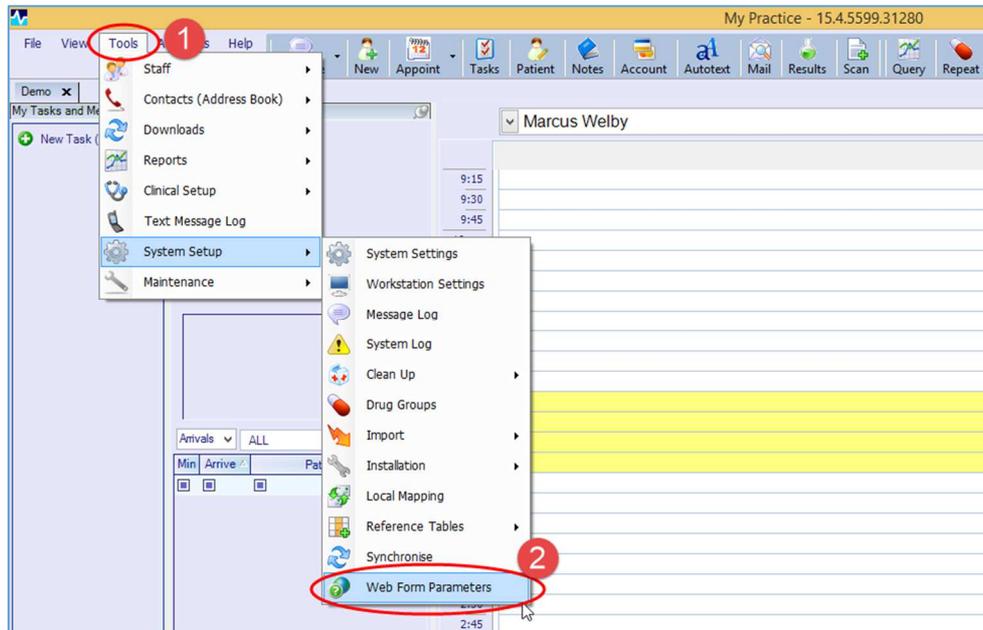
Step four

1. Select 'Import'
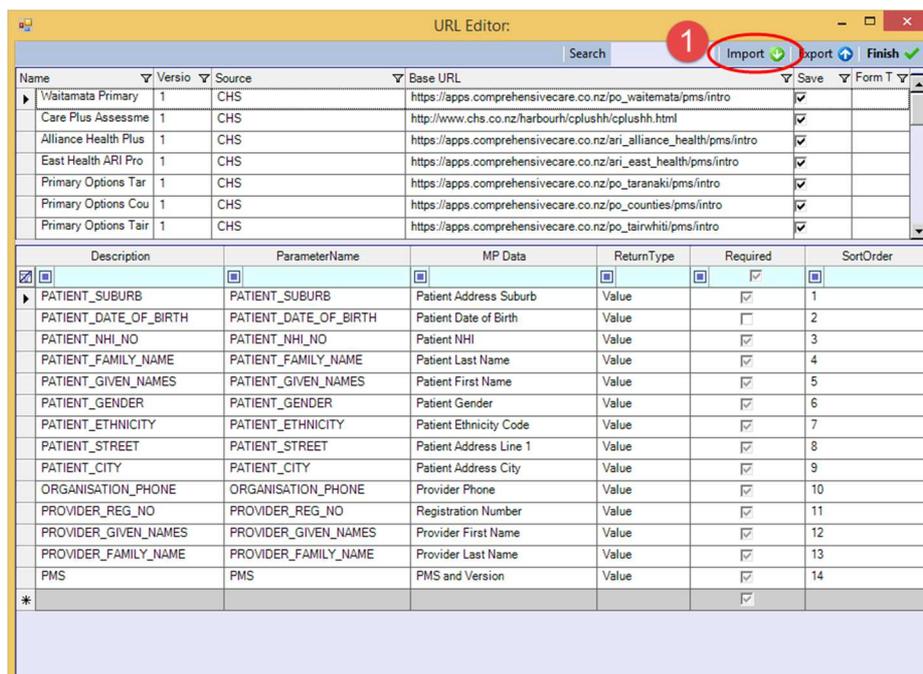
Step five

1. Select the XML file you download in step two
2. Click on the 'Open' button
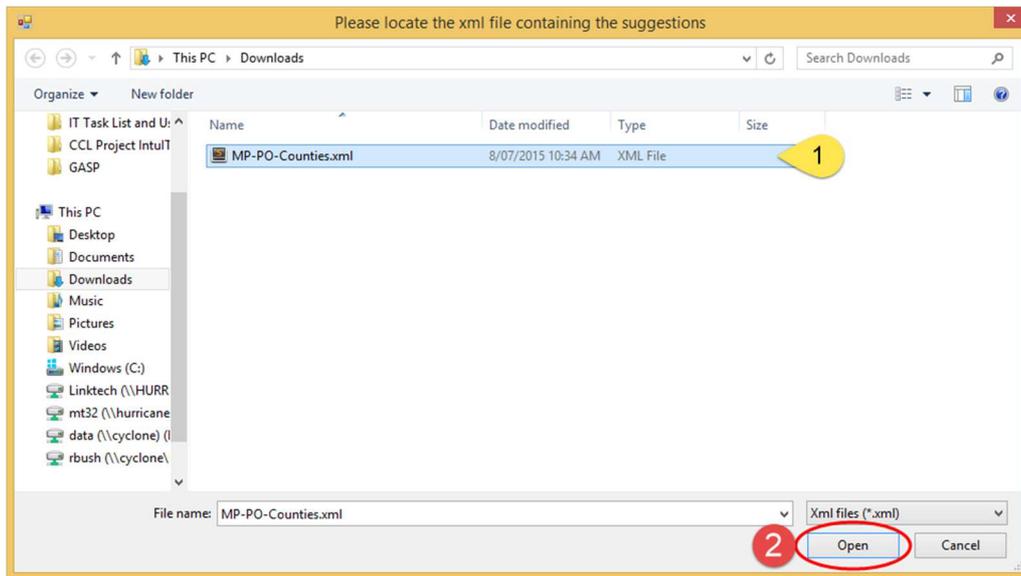
Step six

If you previously had the form installed, you need to remove the out-dated form.

Select the out-dated form, by clicking on the grey box to the left of the form name, then press the delete key on your keyboard
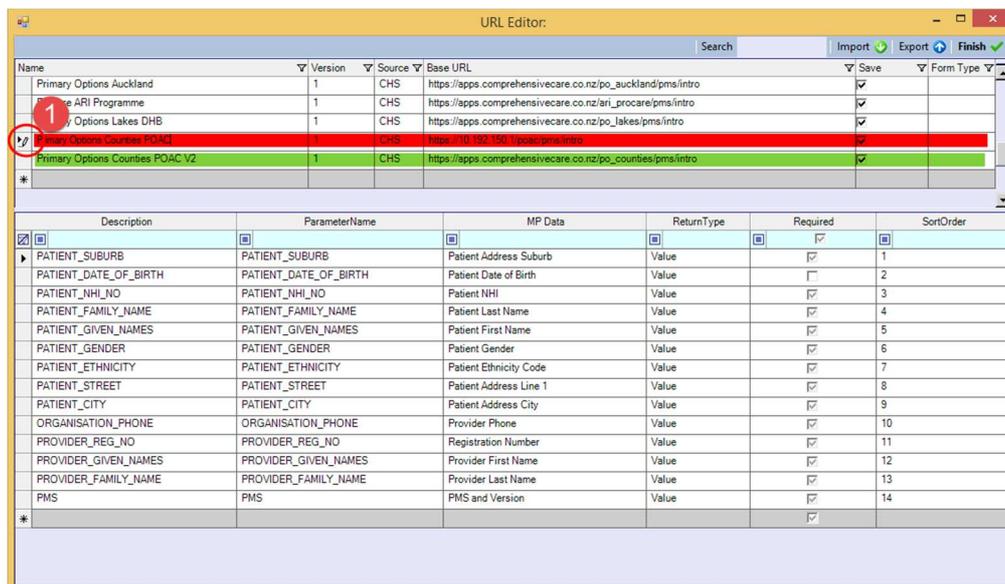
Step seven

Click on the 'Yes' button
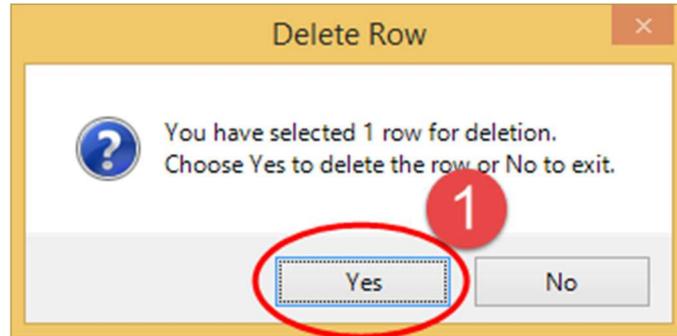
Step eight

To search for a test patient, press 'F2' and then select a test patient
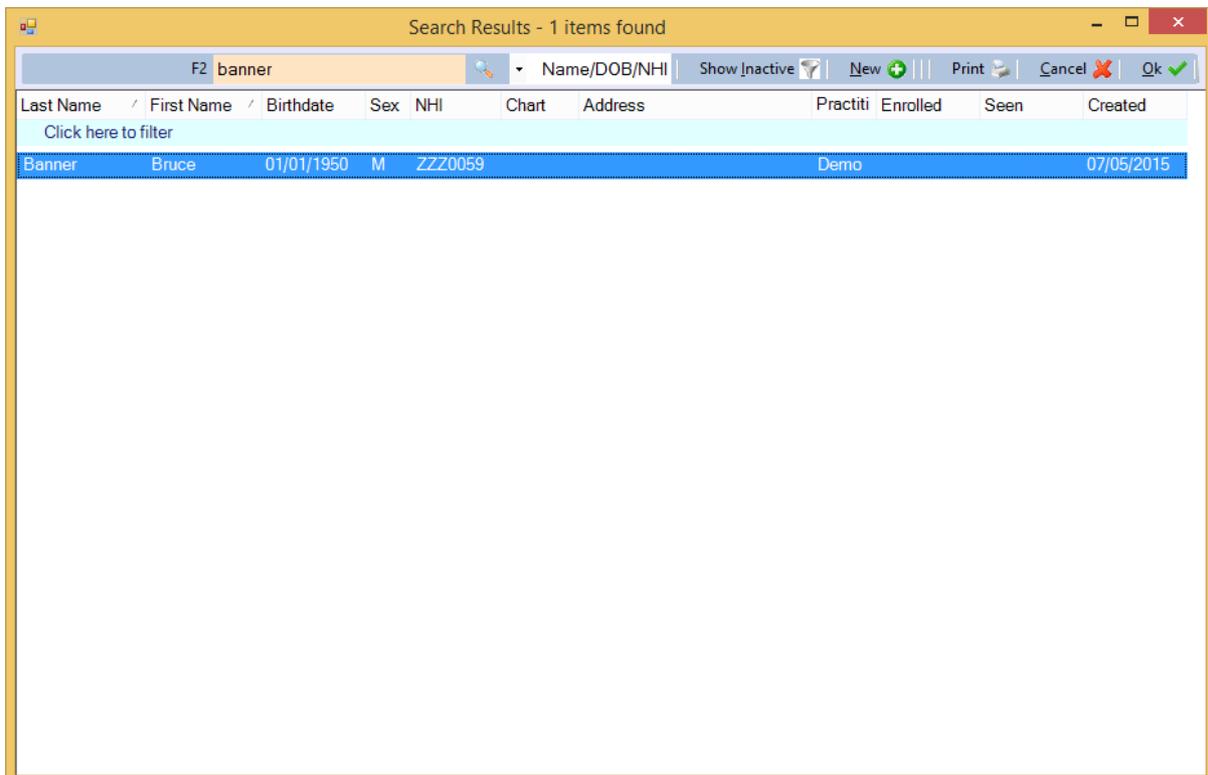
Step nine

Select 'Clinical Notes'
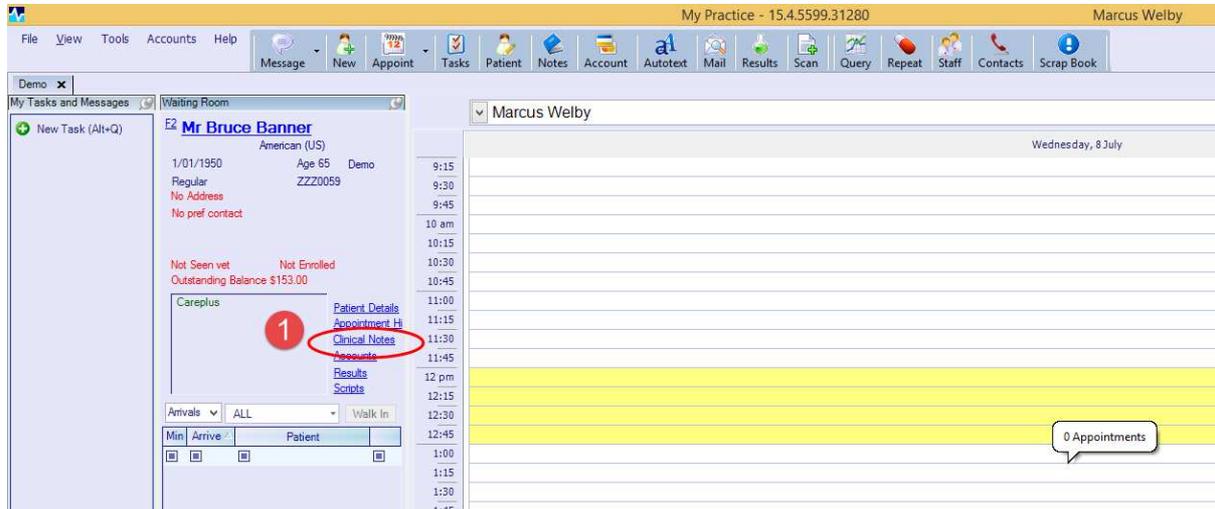
Step ten

1. Select 'Forms'
2. Then, in the 'WebForms' box, double-click on the form you downloaded in step two
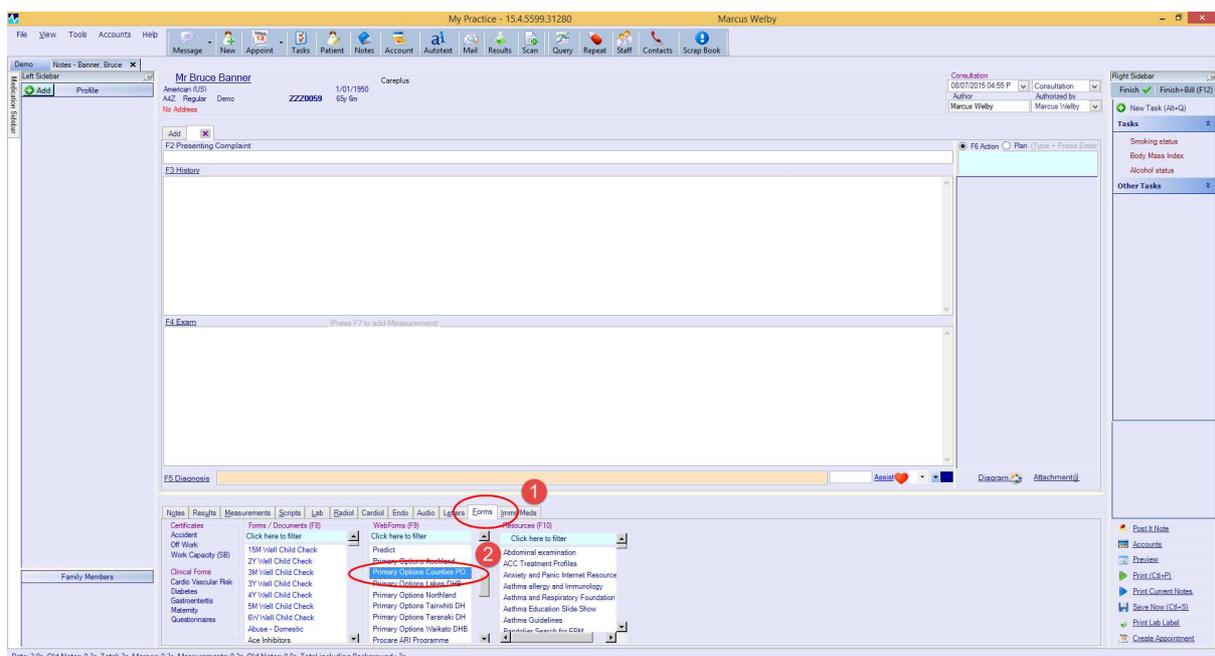
Step eleven

Once the form has opened, select 'Test Connection'
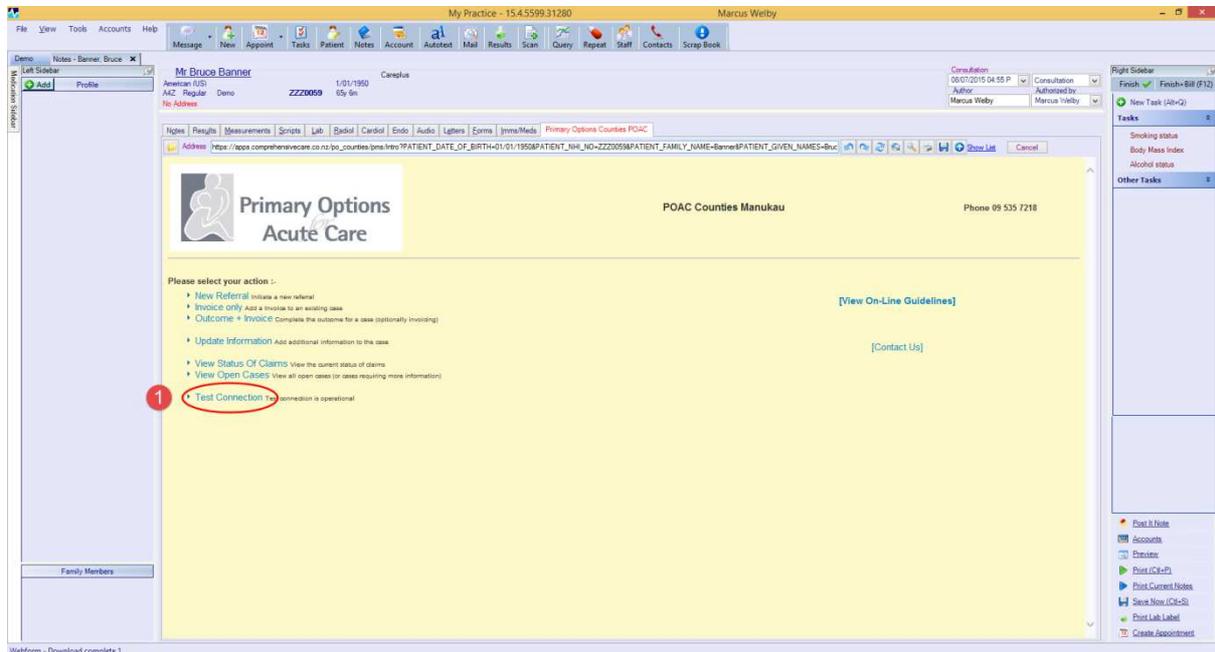
Step twelve

1. You should see success (as per screenshot below). If you don't see this, please contact your Primary Options Coordinator.
2. Close the form without saving, by clicking on the 'Cancel' button.