

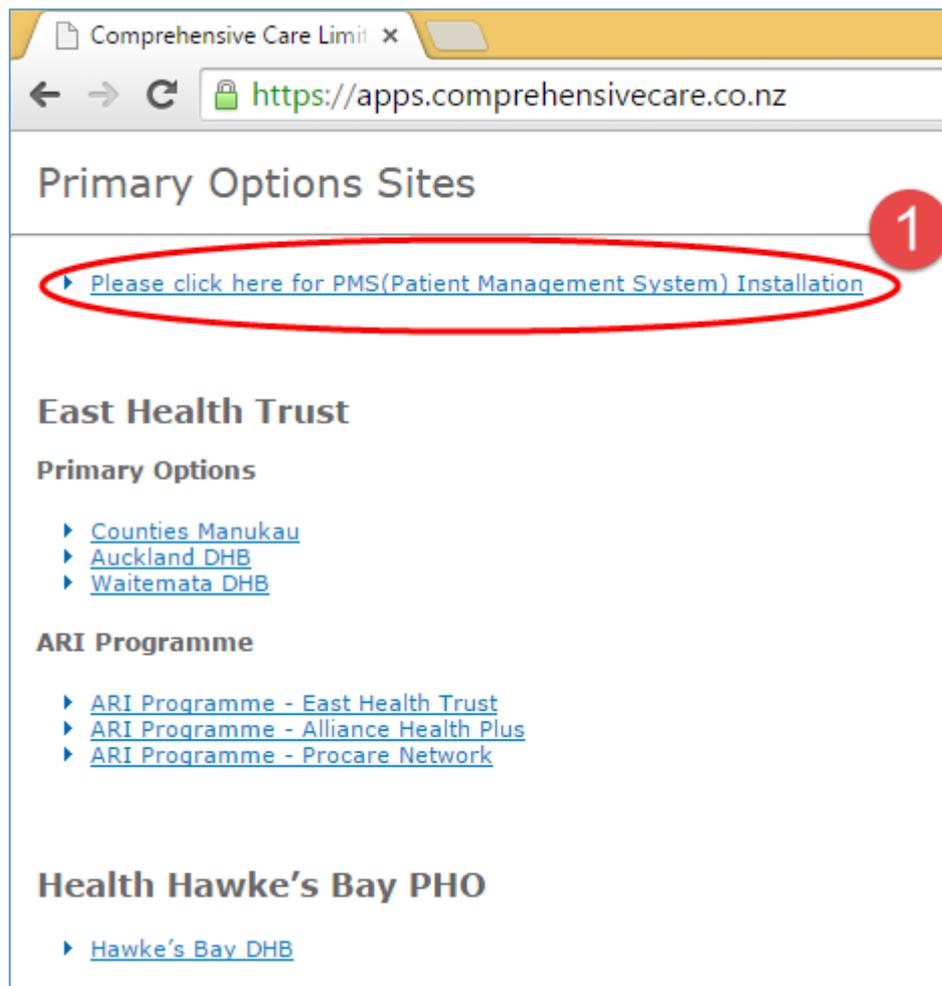


Installing Primary Options for myPractice

9 July 2015

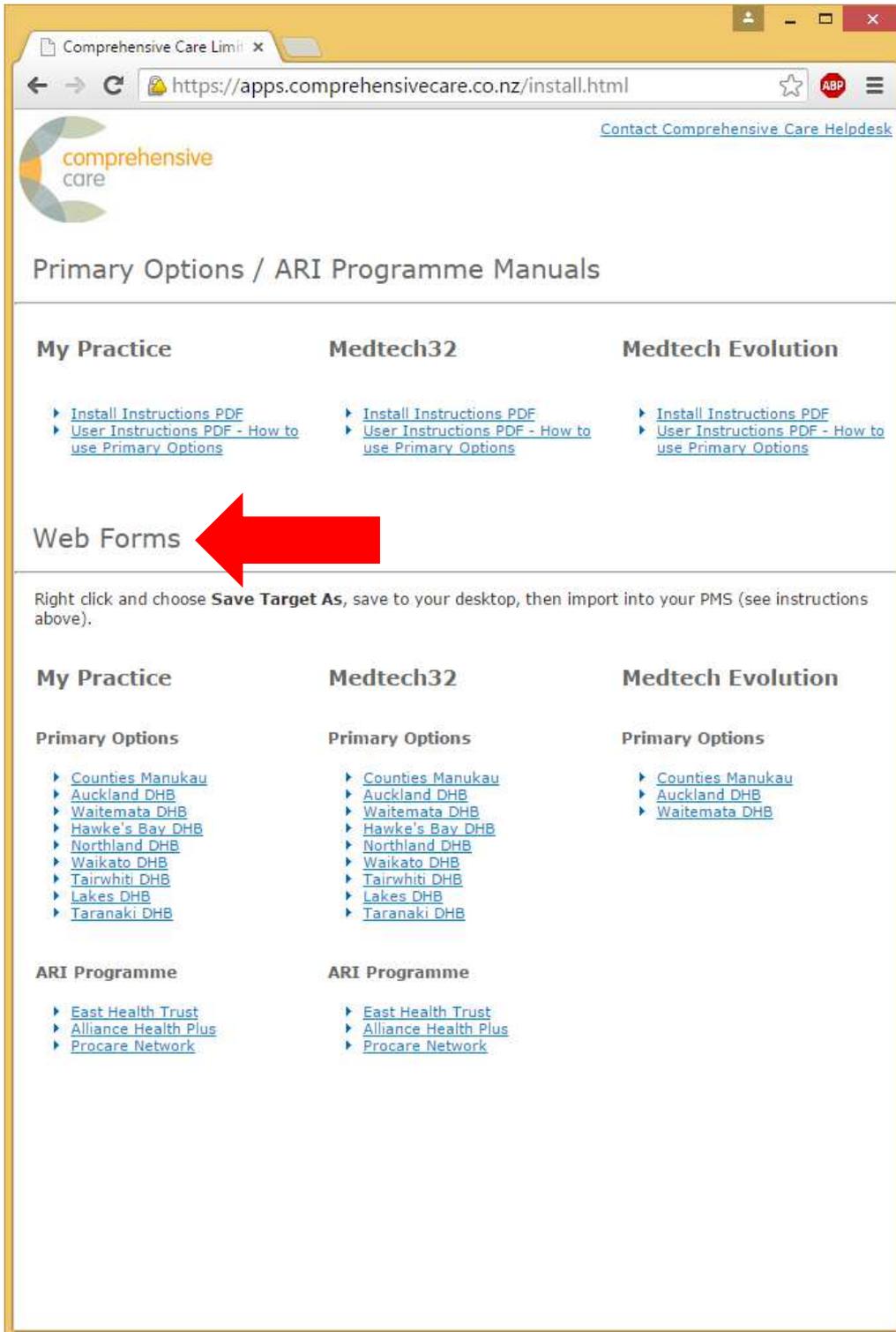
Step one

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



Step two

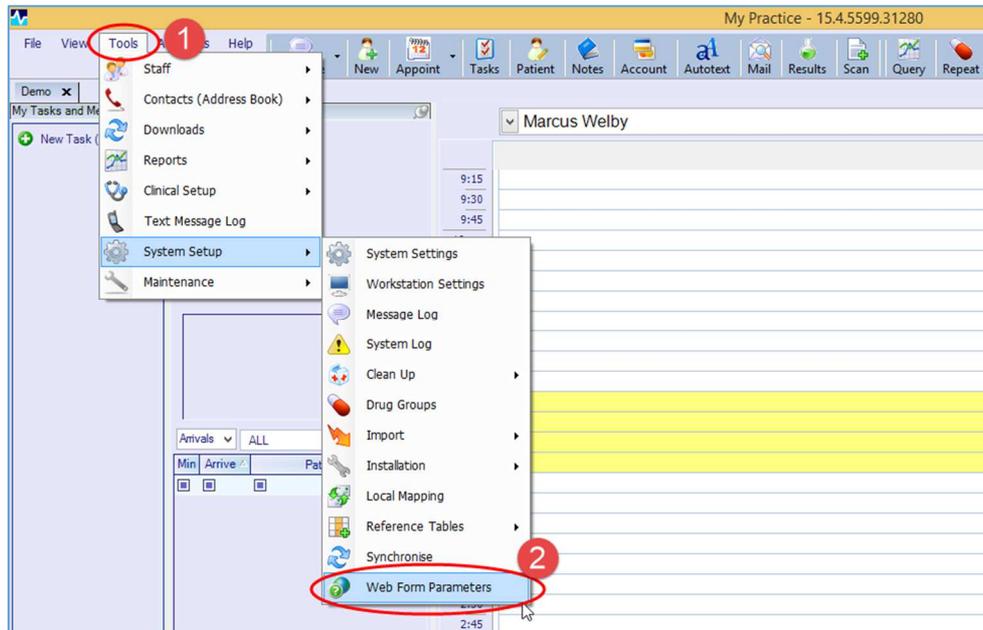
1. Download the appropriate XML file relating to the Patient Management System (PMS) and instance of Primary Options that relates to you
2. Then open your PMS



The screenshot shows a web browser window with the URL <https://apps.comprehensivecare.co.nz/install.html>. The page title is "Primary Options / ARI Programme Manuals". The page is divided into three columns: "My Practice", "Medtech32", and "Medtech Evolution". Each column contains links for "Install Instructions PDF" and "User Instructions PDF - How to use Primary Options". Below these columns is a section titled "Web Forms" with a red arrow pointing to it. Under "Web Forms", there is a note: "Right click and choose **Save Target As**, save to your desktop, then import into your PMS (see instructions above)". Below this note, there are three columns: "My Practice", "Medtech32", and "Medtech Evolution". Each column has a "Primary Options" section with a list of links for various DHBs: Counties Manukau, Auckland DHB, Waitemata DHB, Hawke's Bay DHB, Northland DHB, Waikato DHB, Tairwhiti DHB, Lakes DHB, and Taranaki DHB. Below these are "ARI Programme" sections with links for East Health Trust, Alliance Health Plus, and Procure Network.

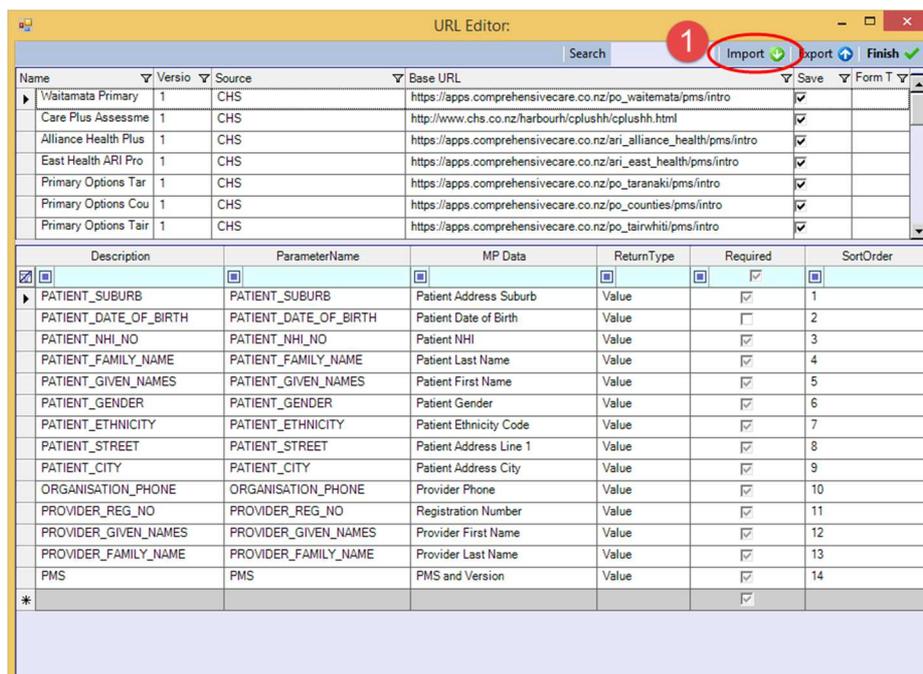
Step three

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



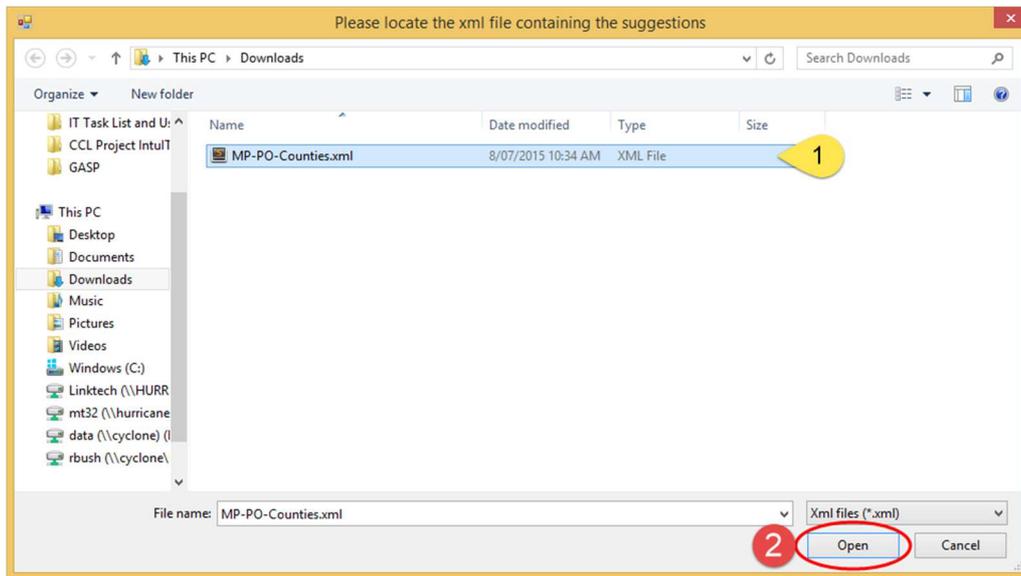
Step four

1. Select 'Import'



Step five

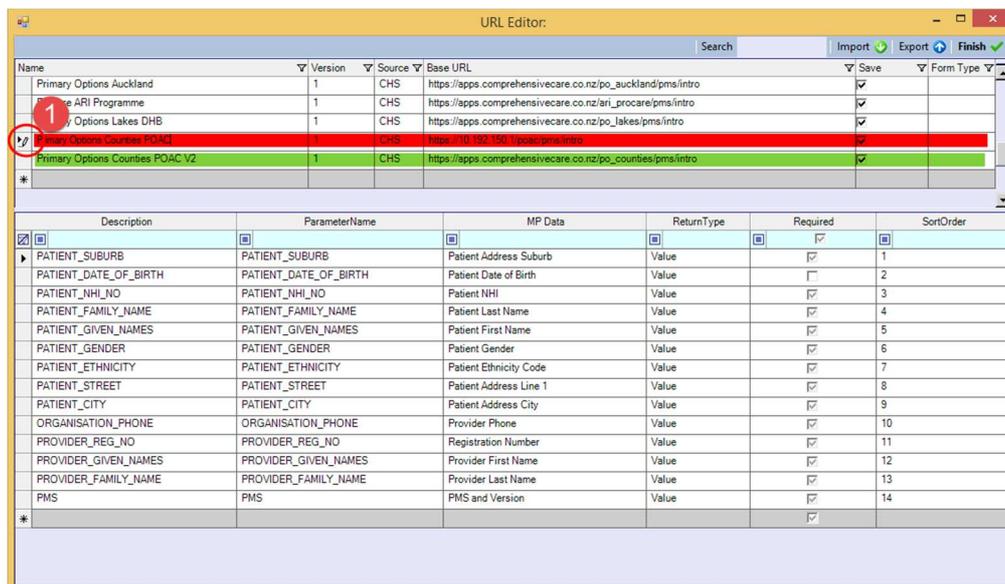
1. Select the XML file you download in step two
2. Click on the 'Open' button



Step six

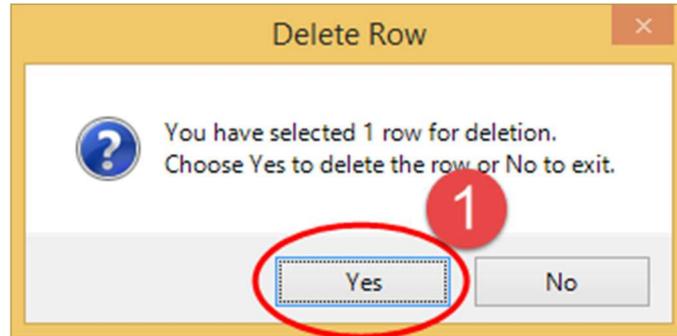
If you previously had the form installed, you need to remove the out-dated form.

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



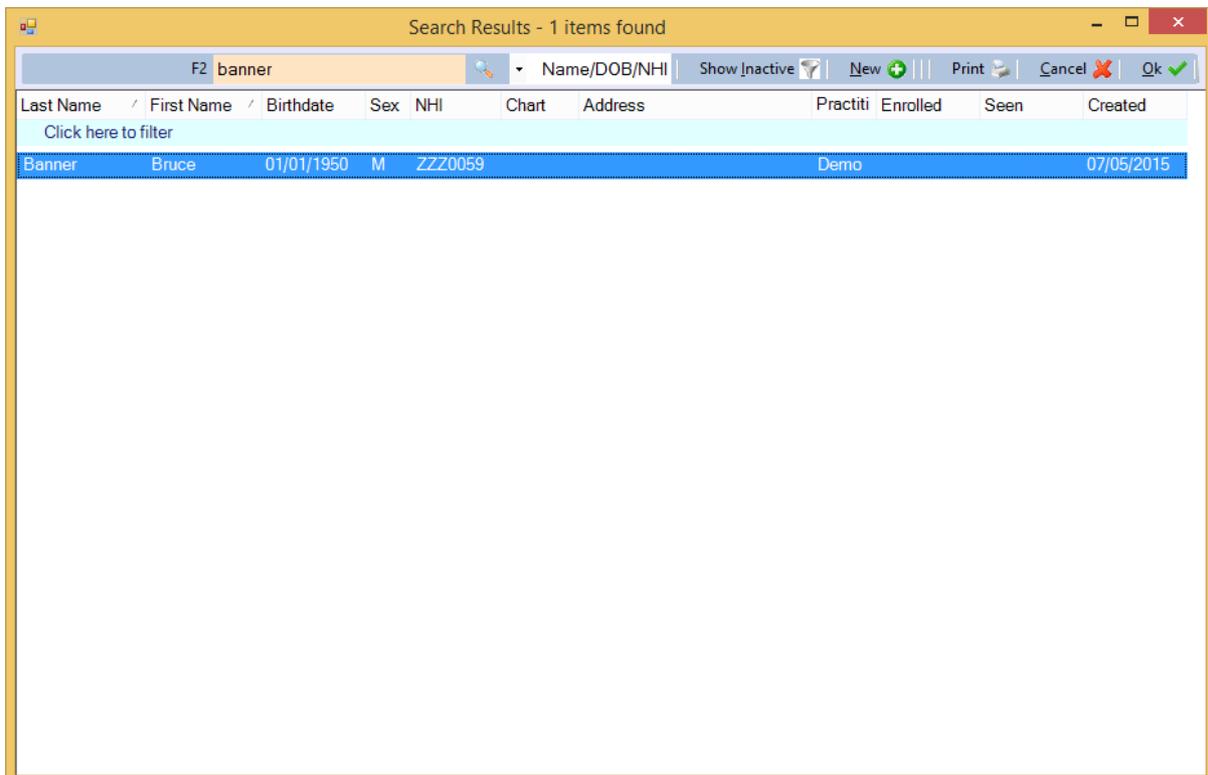
Step seven

Click on the 'Yes' button



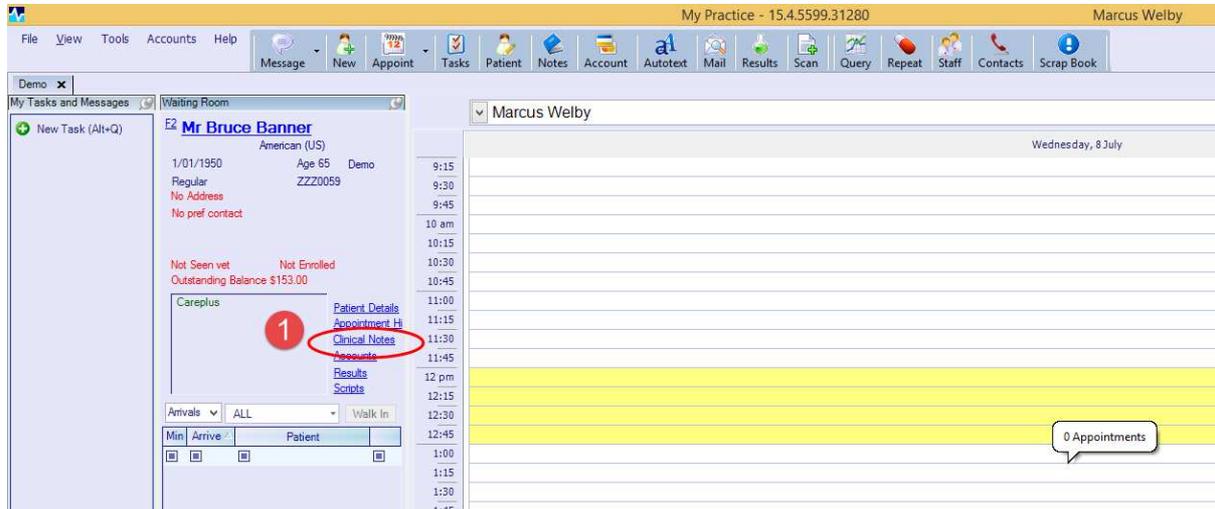
Step eight

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



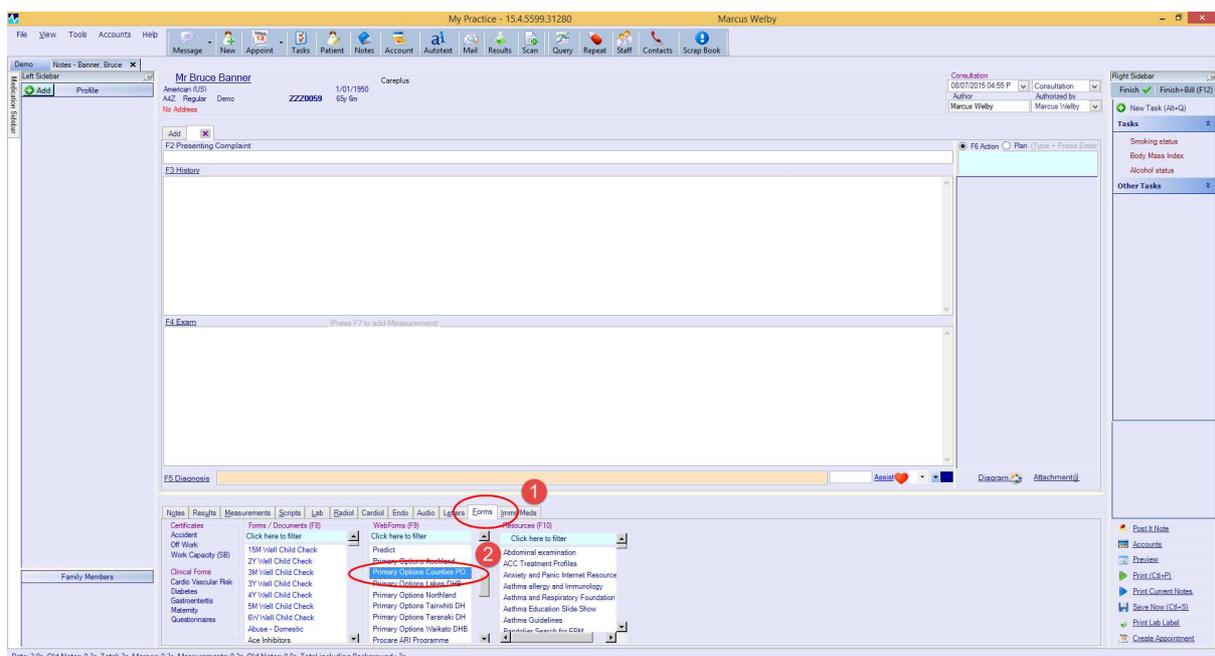
Step nine

Select 'Clinical Notes'



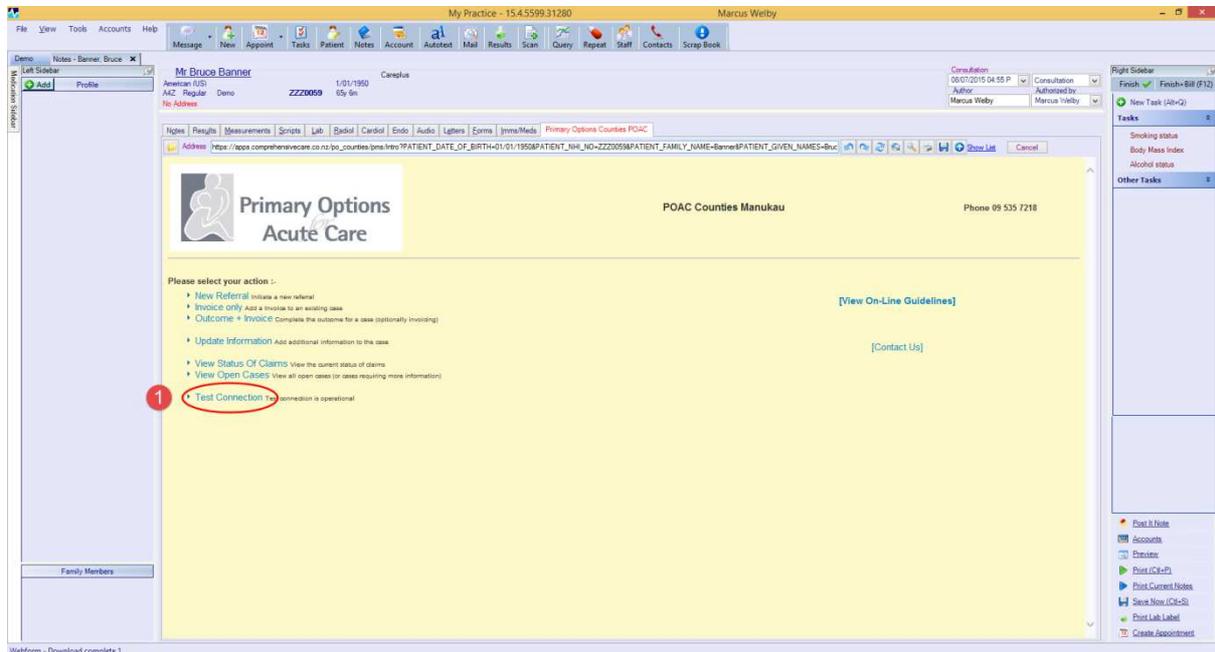
Step ten

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.

