

VIP to OzeScribe Interface

Draft

This document is still being developed, and has been released in its current form to allow organisations such as yours to start using these programs. Please make me aware of any problems encountered with the installation or application using the contact details on the following page.

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This document outlines the installation and functionality of several modules designed to interface OzeScribe with VIP.

Requirements

The system has been developed using Visual Studio 2005, and as a result requires that the .NET Framework version 2 or later has been installed on the PC running the application. If Windows Update has been running on the computer then it is more likely than not that the .NET Framework is already installed.

If required, the .NET Framework can be downloaded from the following link.

<http://www.microsoft.com/NET/Download.aspx>

As the current version of VIP has been developed in Visual FoxPro, the FoxPro ODBC Driver must be installed. This file is included with the application files.

I have not covered the OzeScribe application configuration in this document at this time.

VIP2OzeScribe

The VIP2OzeScribe module outputs the patient details for all patients with appointments within the specified time period. The output file is uploaded by the OzeScribe module for use by the typists at OzeScribe.

OzeScribe2VIP

The OzeScribe2VIP module imports the letters into the outgoing correspondence area in VIP. As this area only supports Word documents or VIP's built in word processor files, the documents being imported from OzeScribe must be in Word format.

OzeScribe2VIP assumes that the files received from OzeScribe use a filename format of *FileNumber.OzeIDNo.doc* where *FileNumber* is the patient File Number or UR number from VIP. The *OzeIDNo* is a unique number assigned by OzeScribe. It is used as the file name for VIP as VIP only accepts 8.3 filenames.

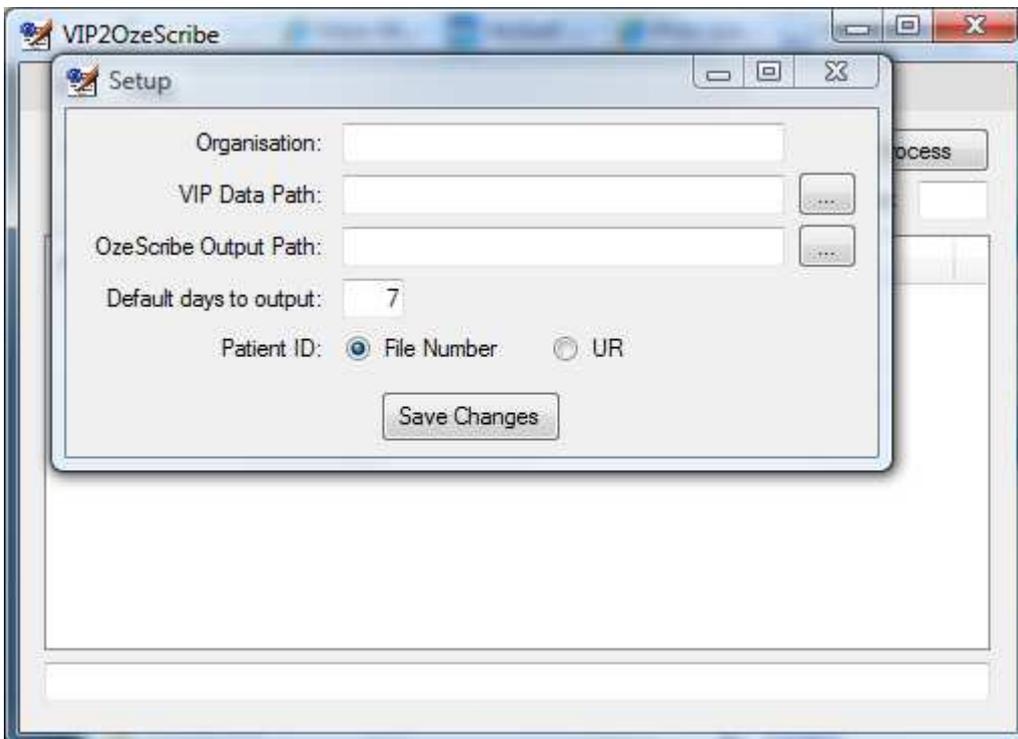
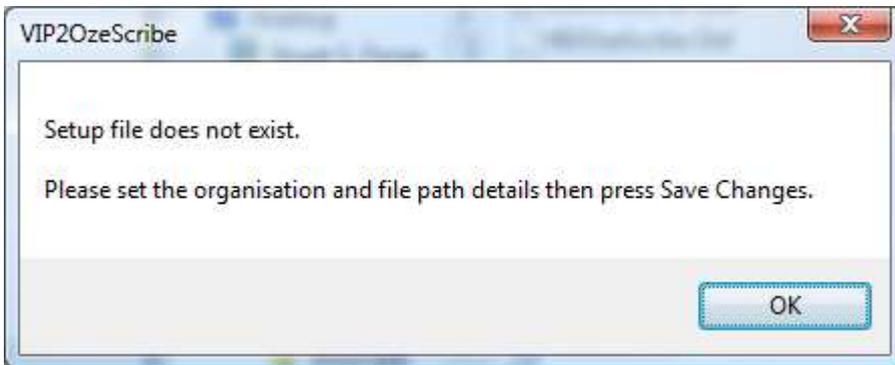
VIP2OzeScribe Installation

Extract the VIP2OzeScribe zip file into the folder you want to run the application from (i.e. C:\VIP2OzeScribe). The user running the application must have write access to this folder as the configuration files and log files will be created in the application folder. VIP2OzeScribe and OzeScribe2VIP can coexist in the same folder.

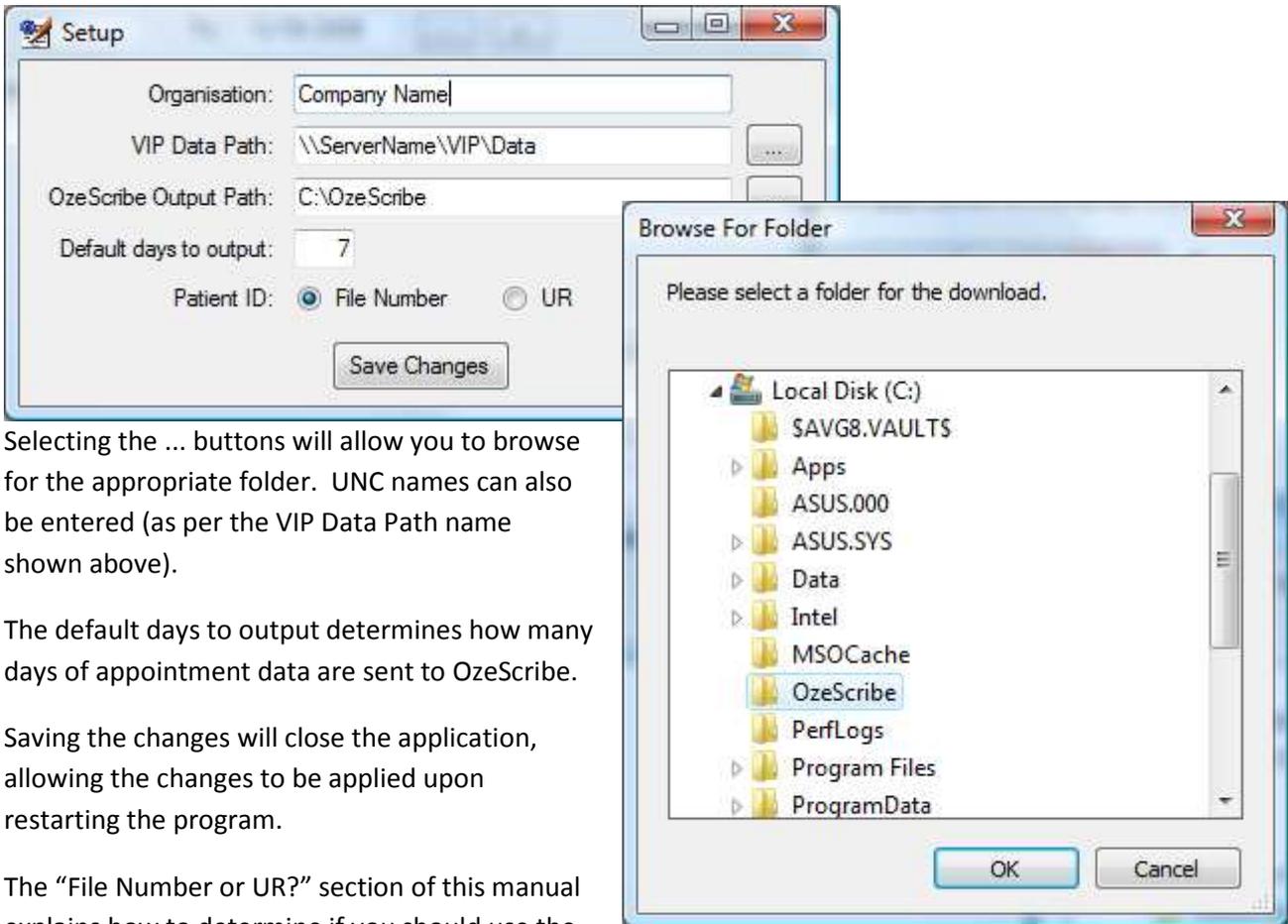
If the ODBC drivers haven't already been installed execute the VFPODBC.msi file included with the VIP2OzeScribe files.

VIP2OzeScribe Configuration

The first time the application is executed you will be prompted to setup the data locations and parameters required by the application to run.



Alternatively, selecting File->Setup from the VIP2OzeScribe application will also display the Setup screen.



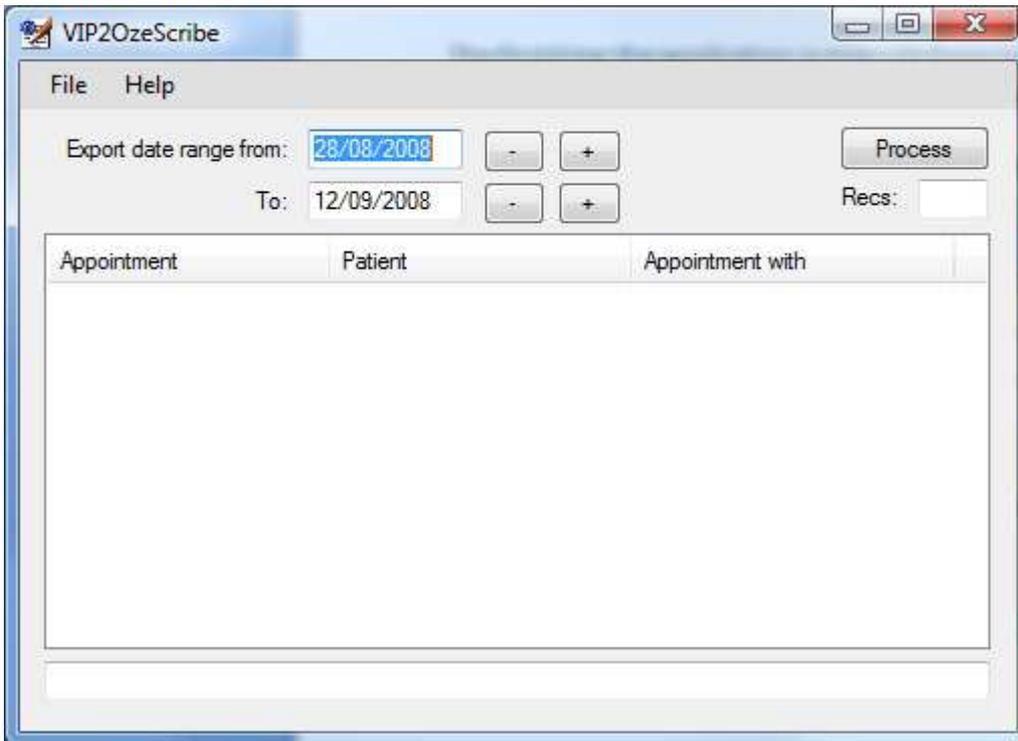
Selecting the ... buttons will allow you to browse for the appropriate folder. UNC names can also be entered (as per the VIP Data Path name shown above).

The default days to output determines how many days of appointment data are sent to OzeScribe.

Saving the changes will close the application, allowing the changes to be applied upon restarting the program.

The "File Number or UR?" section of this manual explains how to determine if you should use the File Number or UR number for the Patent ID.

Executing VIP2OzeScribe



Pressing the “Process” button will generate the Patient.csv and Associates.csv files in the folder specified in setup. This should be the same folder as configured in OzeScribe’s ShadowLink (or whichever OzeScribe application is being used to send the files to OzeScribe).

The date range can be altered manually or by using the + & - buttons. It defaults from tomorrow back the number of days configured in the Setup screen.

A file titled VIP2OzeScribe.log is created in the application folder when the program is executed. It records the start and finish times and any errors that were encountered by the application.

Installing OzeScribe2VIP

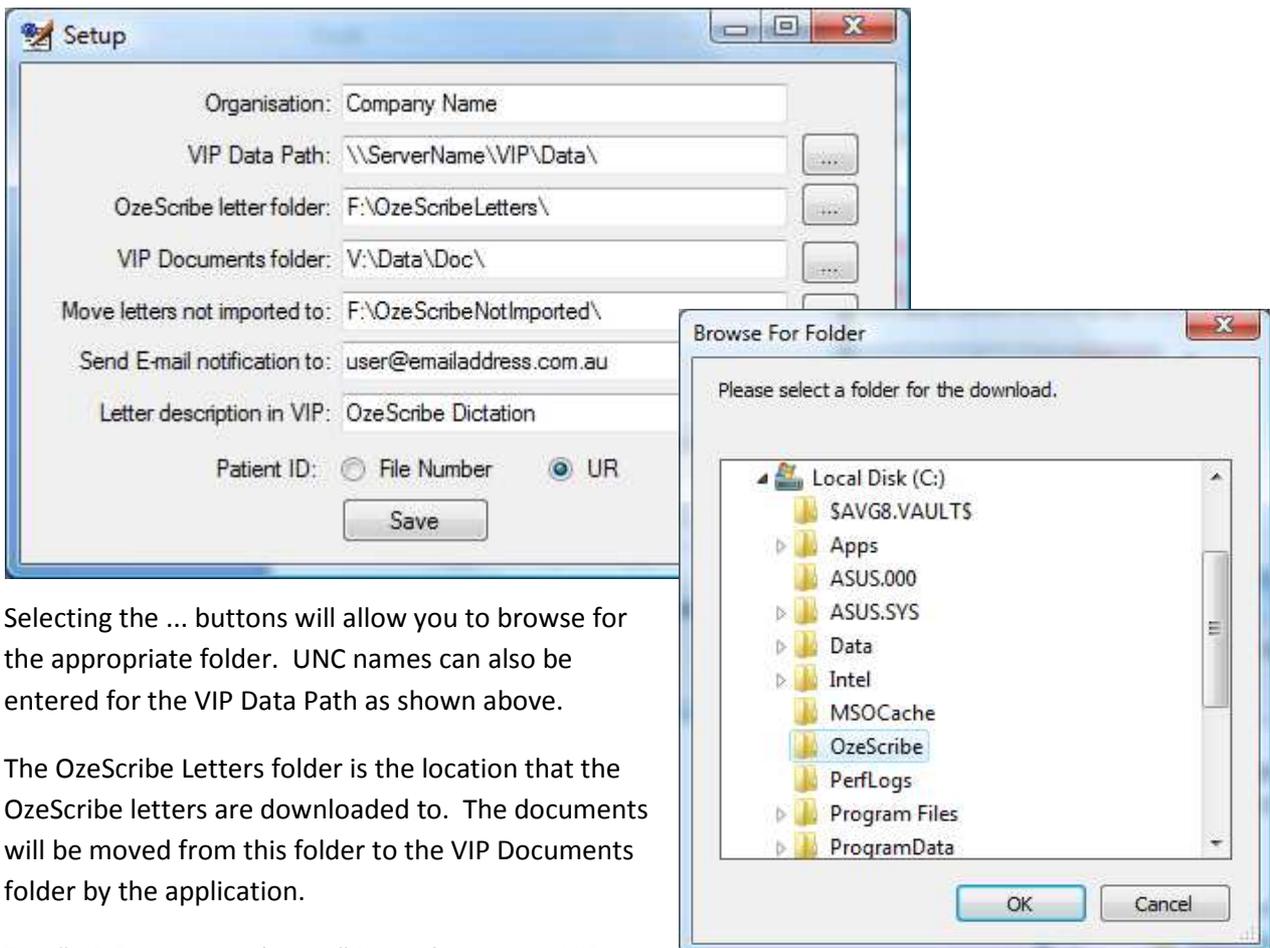
Extract the OzeScribe2VIP zip file into the folder you want to run the application from (i.e. C:\OzeScribe2VIP). The user running the application must have write access to this folder as the configuration files and log files will be created in the application folder. VIP2OzeScribe and OzeScribe2VIP can coexist in the same folder.

If the ODBC drivers haven't already been installed execute the VFPODBC.msi file included with the VIP2OzeScribe files.

Note: As OzeScribe2VIP updates the VIP database it is recommended that a backup of VIP is made prior to running the application for the first time. Alternatively, making a copy of the Letter.* files in the VIP Data folder will allow these files to be restored if the application settings are incorrect when the application is run.

Configuring OzeScribe2VIP

The first time the application is executed you will be prompted to setup the data locations and parameters required by the application to run.



Selecting the ... buttons will allow you to browse for the appropriate folder. UNC names can also be entered for the VIP Data Path as shown above.

The OzeScribe Letters folder is the location that the OzeScribe letters are downloaded to. The documents will be moved from this folder to the VIP Documents folder by the application.

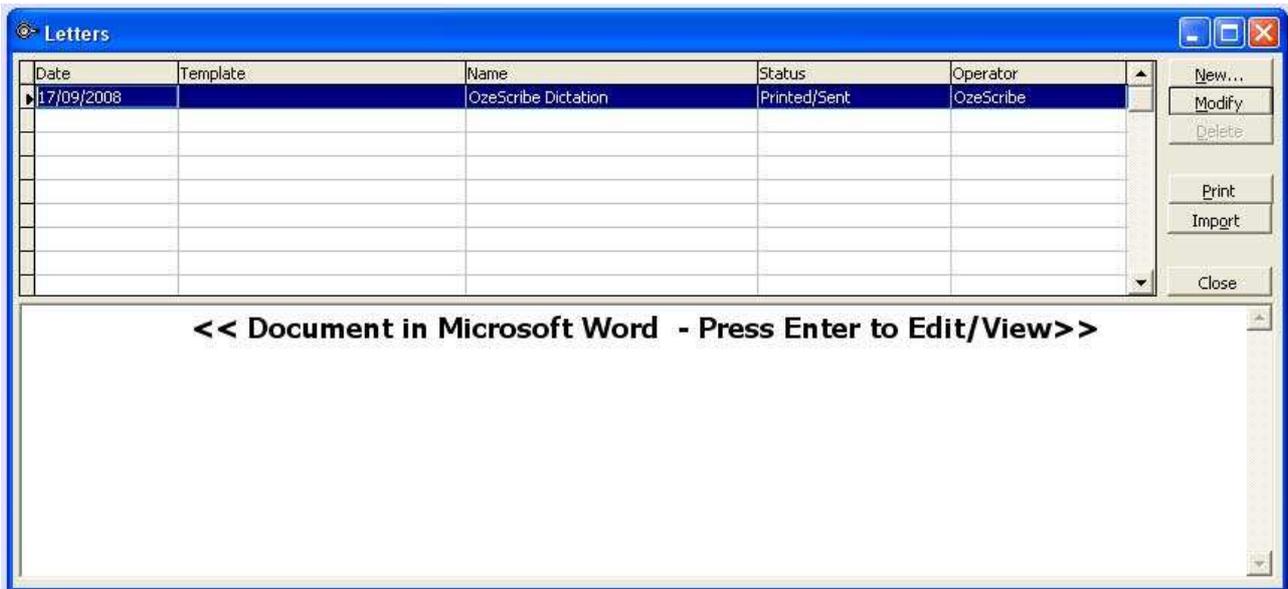
The "VIP Documents folder:" is the folder that VIP stores its documents in. This is the "Doc" folder under the VIP data folder.

Letters that cannot be imported are moved to the folder specified to be manually imported.

An e-mail will be sent to the specified address summarising the letters that were imported and not imported by the system.

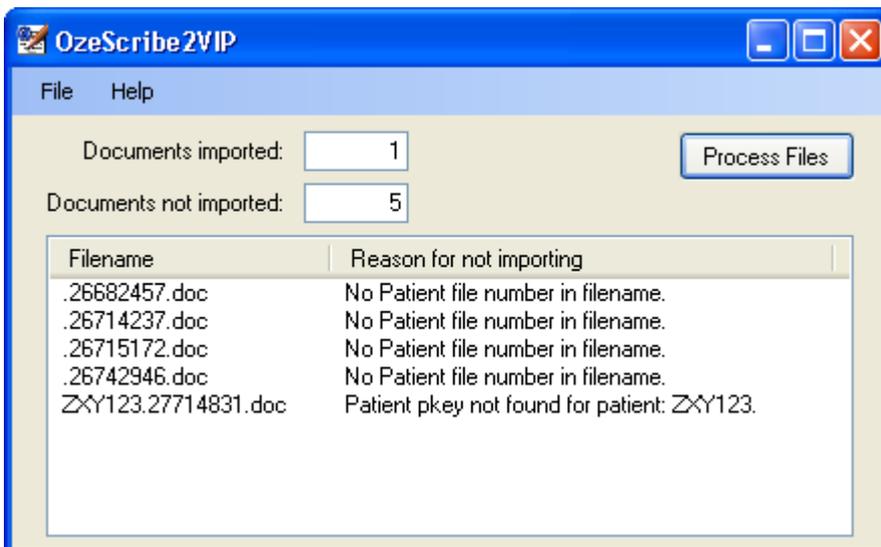
The “File Number or UR?” section of this manual explains how to determine if you should use the File Number or UR number for the Patent ID.

The “Letter description in VIP:” field determines the text that is displayed in the Name field of the Outgoing letters screen in VIP (see following image). The application defaults the status to Printed/Sent. Please let me know if you require the option to set this status to any of the other VIP options and I will add it as a parameter to the Setup screen.



Executing OzeScribe2VIP

After opening the application, press Process Files to import the documents from the OzeScribe Letters folder into VIP. A message will be displayed for any files not imported in the bottom section of the application.



Several log files are created each time the application runs.

Importedyyyyymmdd.txt (where yyyyymmdd is the date run) logs the files imported into VIP.

OzeScribe2VIPErrorsyyyyymmdd.txt file records the number of documents imported by the program as well as the details of any files that could not be imported. These files are moved to the not imported folder as specified in setup.

File Number or UR?

OzeScribe relies on being supplied a unique patient ID. Depending on the configuration of VIP, this will either be the File Number or the UR number. A quick and easy way to check which field to use is checking which field is greyed out (i.e. a read only number generated by VIP) in the patient detail screen.

The screenshot shows the 'Patient Details' window. On the left, the 'File Number' field contains '5060' and is greyed out, while the 'UR' field contains 'A12431' and is active. The patient's name is 'Medipak' and the address is '313 Burwood Road'. The right-hand side of the window shows a list of providers with '1' selected, and a section for 'Usual Subsidiser/Item' with 'Fee Scaler' and 'Subsidiser' fields.

Patient Details Screen

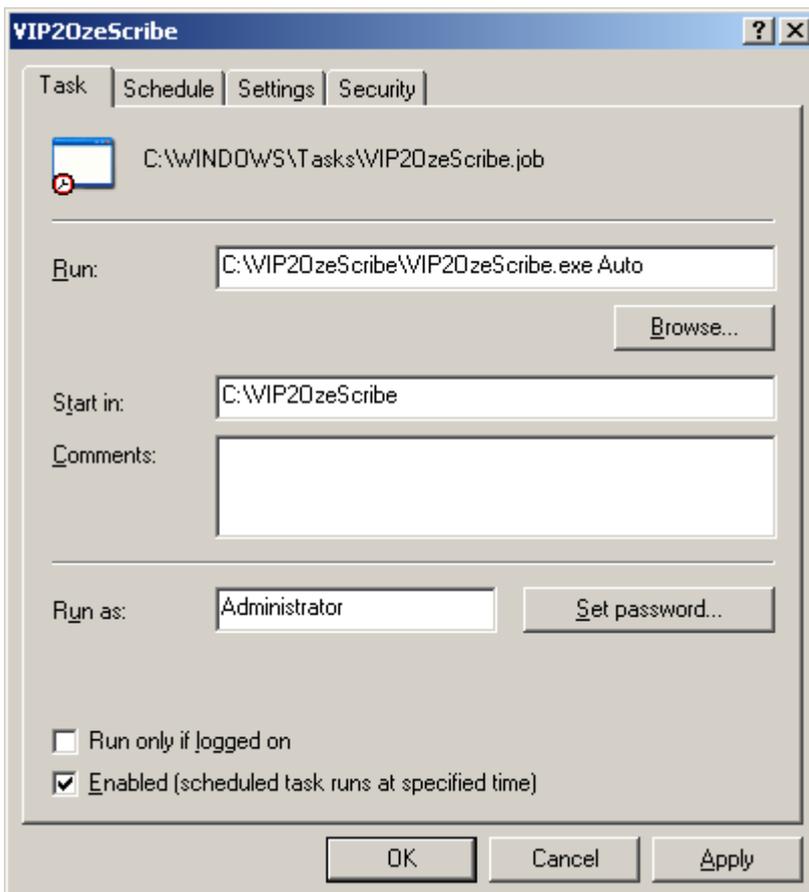
Alternatively, check settings under Setup->Practice Preferences->General Preferences ->File numbers configuration in VIP (see dialogue box image below).

The screenshot shows the 'Practice Options' dialog box. The left-hand tree view has 'File Numbers' selected under 'Patients'. The main area shows the 'File Numbers' configuration with 'Assign patients a file number' checked. Under 'File Numbers', 'Automatic Numbering' is selected. Under 'UR Numbers', 'Automatic' is selected and 'Read Only' is checked. The 'File numbers should be ...' dropdown is set to 'Sequential over entire practice'.

Practice Options Screen

Scheduling the applications to run unattended

Placing “Auto” on the command line of the application (either in a shortcut or when scheduling) will execute the application without user intervention. This allows the task to be run at night, ensuring there is no impact on other users. Both VIP2OzeScribe and OzeScribe2VIP can be set to run unattended in this way.



Installing OzeScribe's ShadowLink

Please liaise with John Wallaston for support of the OzeScribe applications. The following are the setup instructions for ShadowLink as provided by John some time ago.

Please go to www.emdat.com/download/shadowlink.zip

Download this file, open and run setup.exe

Take all defaults.

When complete, run Shadowlink. Start – Programs – Emdat – Shadowlink

Enter user name: as supplied by OzeScribe
and password: as supplied by OzeScribe

For patient demographics, click the Patient tab, click Batch Files, select Format 3 csv files, set the path to where the csv file for patients is located.

For referrer data, click Associates tab, select Format 3 csv files, set the path to where the csv file for referrers is located.

Click on "Exports" tab change the path from C:\Program Files\Emdat\ShadowLink\Exports to c:\ozescribe\letters and create this path or nominate a folder location where you want the letters to download to.

Click Ok

Click Start Service.

Close the Shadowlink window.

This is now set up ready to receive exported files. You will need to advise me of the name and format to set for exporting these.

Kind regards

John Wollaston
Client Services Manager



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Sending Error Messages

If during the installation or execution of the application you receive errors which you are unable to resolve, please take a copy of the screen and e-mail it to me.

To copy the screen, press the Print Screen button. To just copy the active window, hold the Alt key down when pressing the Print Screen button. This procedure copies the image to the buffer of the computer. To send the image, open an e-mail, right click in the body of the message and select paste (or click in the message body of the e-mail and press <Ctrl>+<V>).

Send the message to SForge@InnovativeData.com.au with a description of the circumstances in which the error occurred.