Setup for Best Practice 1.11.0.924 and below

Overview:

This guide provides instruction on configuring both Medical-Objects Capricorn and older versions of Best Practice software to import electronic results.

If you require any assistance with the installation or configuration, or if you have any questions, please contact the Medical-Objects Helpdesk on (07) 5456 6000.

If you have not Installed the Medical-Objects Download client, Please see the guide for **Installing Capricorn on Windows**.

Configuring Capricorn Software

Accessing the Capricorn Configuration Window

Note:

In some cases, the Capricorn may be configured as a service. See **this guide** for instructions on how to launch the Capricorn if it is set up as a service.

1. To launch the HL7 Tray application, Go to **Start Menu, All Programs, Medical-Objects** and select the **Medical-Objects Capricorn.** Alternatively, You can go to **C:\MO\Capricorn** and run the **Capricorn.exe.**

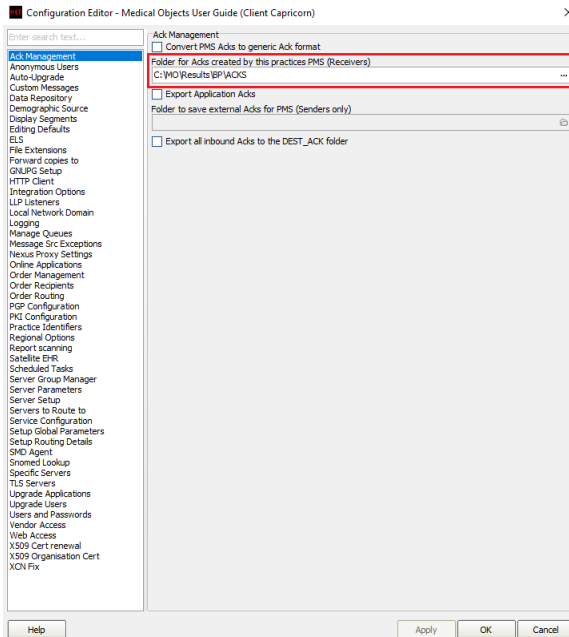2. The following icon will appear in the tray. Double click on it to bring up the log window.

3. When the log window is displayed, Click on the **Configuration** icon highlighted below, or select **Utility** and select **Configuration.**

Capricorn Configuration Settings

1. Click on **Ack Management.**

2. Set the **ACK Management** path to the C: Drive, For example:
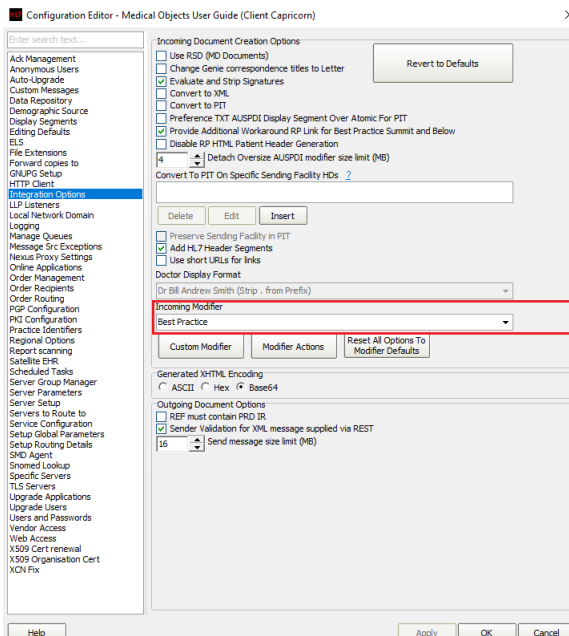
```
C:\MO\Results\BP\Acks
```
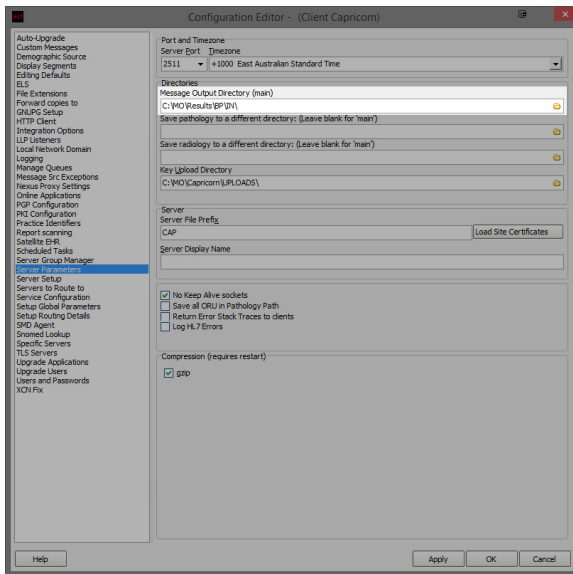
Note:

If the folder does not exist, you must create it.

Make sure the results folder has **Modify, Read** and **Write** permissions, **AND** is shared on the Network.

3. Click on **Integration Options.**
   3.1 Check that the **Incoming Modifier** is set to **Best Practice.**

4. Select **Server Parameters** from the left panel.

5. Under the **Message Output Directory (main)** set the results import path.

   The recommended Import path is:

   ```
   C:\MO\Results\BP\In
   ```

   If the folder does not exist, you must create it.

   Make sure the results folder has **Modify, Read** and **Write** Permissions, *AND* is shared on the Network.

6. The configuration is complete. Click **Apply** and **OK.**

# Pre-Configuration Checks for Best Practice

Important:

⚠ Best Practice import and acknowledgement file path configuration *MUST* be completed on the server (Machine that runs BP Link).

Important:

⚠ RDP Connections must *NOT* be used to configure import and acknowledgement file paths in Best Practice, as Best Practice may interpret the settings as being entered from the PC which the RDP session was created from.

1. To ensure you are sitting at the server, open Best Practice and click on **Help** then **About** which will open the **About** window.
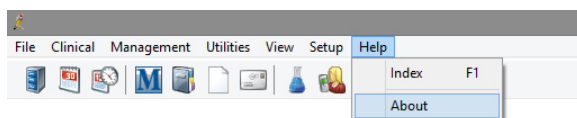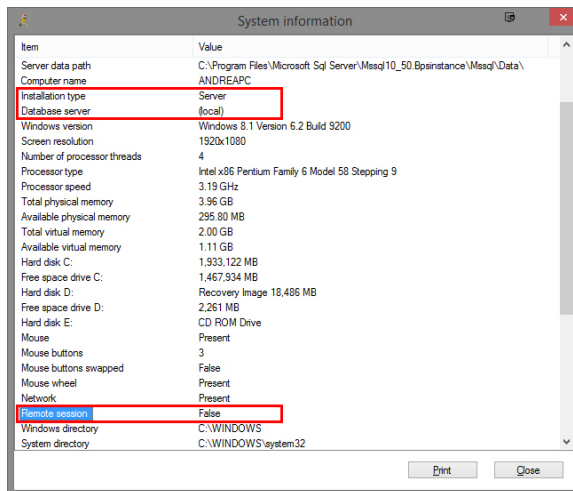

2. On the **About** window, click on **System Info.**
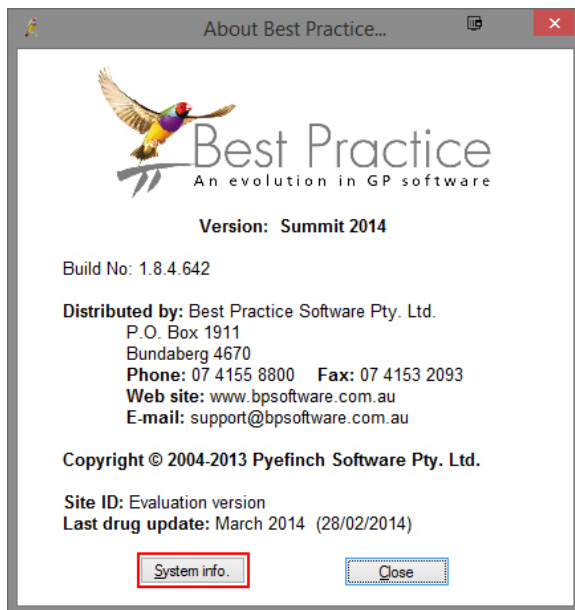
3. On the **System Information** window, please locate the following items from the left hand list and make sure their corresponding value is correct.

Installation Type = Server
Database Server = (local)
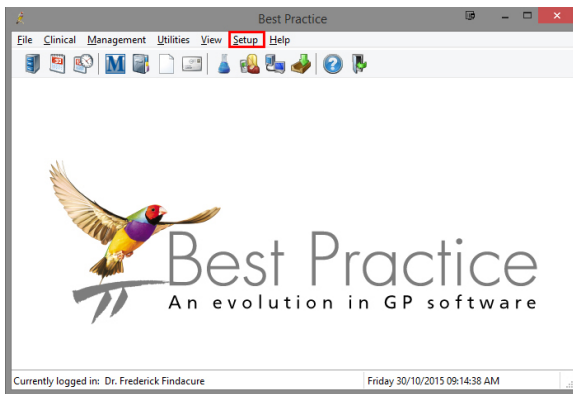**Remote Session** = False

Note:

If you are unable to locate or connect to Best Practice on the server in the console session, Please contact your IT Support personnel or call the Best Practice Helpdesk on (07) 4155 8800. *Do NOT continue configuration if you are unable to access the server.*
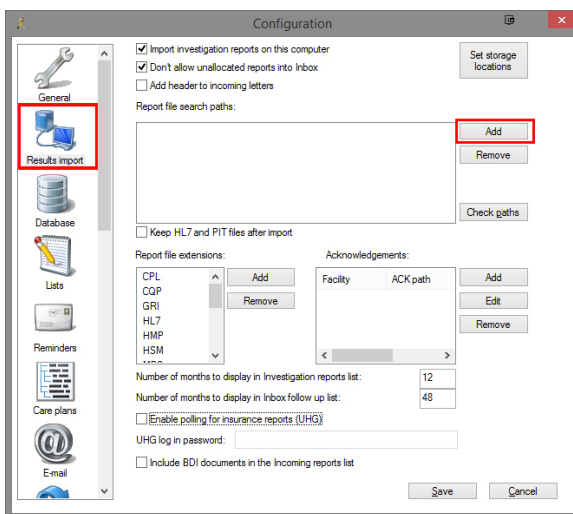
Configuring Best practice to Import Results

1. Open the Best Practice software.

2. Click **Setup** from the toolbar shown above.

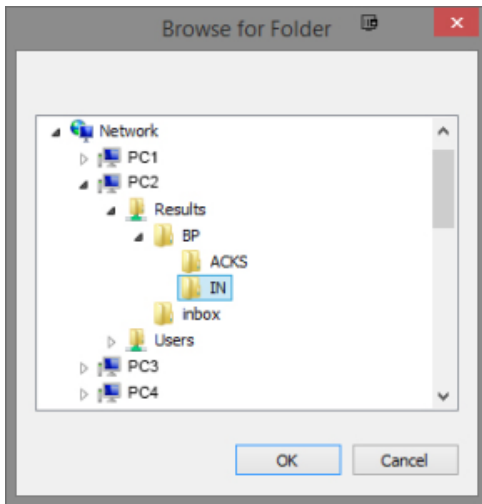3. Click on **Configuration** from the drop down menu.
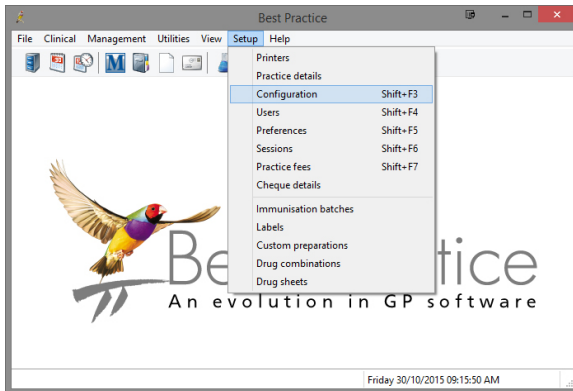
4. The **Configuration** window should be displayed.

5. Select **Results Import** from the left panel.

6. Click on the **Add** button to browse for the folder created earlier to import results.
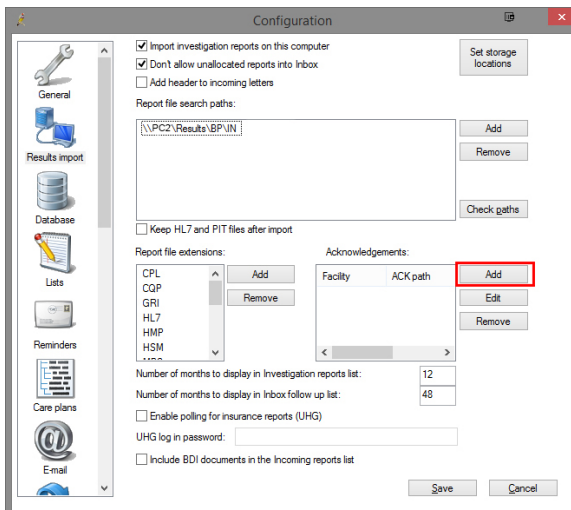

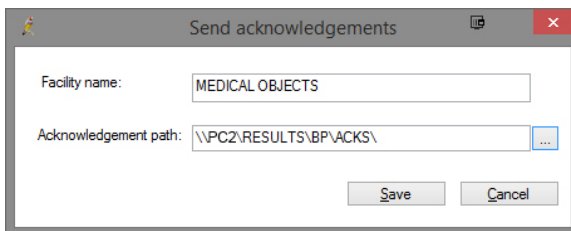7. If possible, Use a **UNC path**.

```
eg: \\PC3\Results\BP\In
```

8. Click **OK**.

9. The **Configuration** window will appear.

10. Select the **Add** button under **Acknowledgements** shown below.
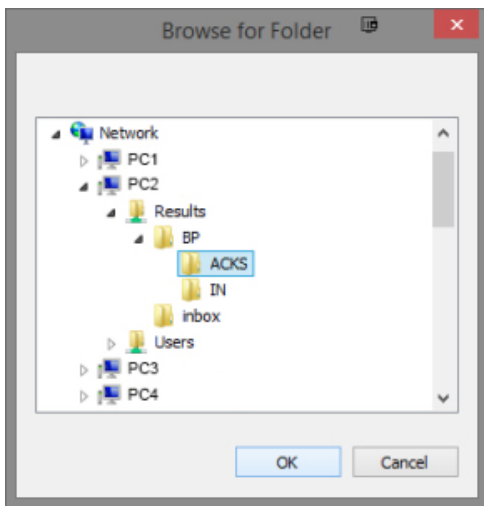

11. The **Send Acknowledgements** window will appear.

12. Add **MEDICAL OBJECTS** as the Facility name (include the space).

13. Click the **file browse** button to select the folder that was configured in Medical-Objects Capricorn earlier. Again, Use a **UNC path** if you can.

```
eg: \\PC3\Results\BP\Acks
```

14. Once you have selected the path click **OK**.

15. Repeat steps 10 to 14, but this time using **Mater Laboratory Services** as the facility name for all Queensland practices using Best Practice. Please also setup a rule for all NSW & Gold Coast practices using Best Practice for **NSW Health** using their **HPI-O number (8003622500000196)** as the facility name. Finally any sites in NSW should have a rule for **Breas tScreen NSW**. Browse to the same folder used in step 13.

16. The **Configuration** window will now appear.
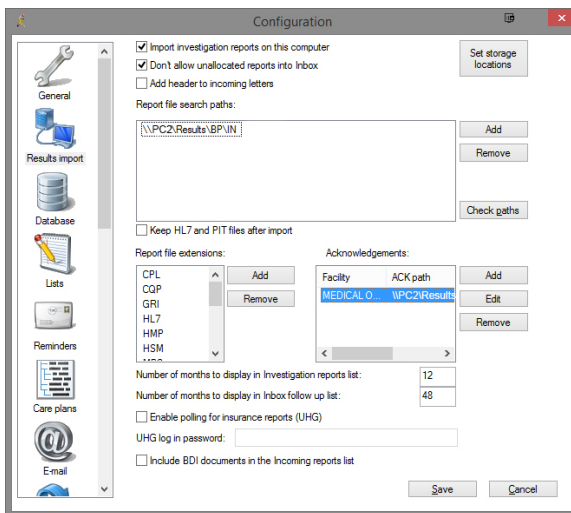
17. Click **Save** to save and close the window.

Note:

The acknowledgement process from step 10 to 16 will have to be repeated for each additional sending facility that requires acknowledgements. The path will stay the same but the facility name will change.

Checking imported results in Best Practice

Important:

Please Note: The Best Practice application (BP Link) must be running for Best Practice to be able to import results. If you require any assistance locating or starting the BP Link application, Please call the Best practice Helpdesk on (07) 4155 8800.

1. Open Best Practice Software.
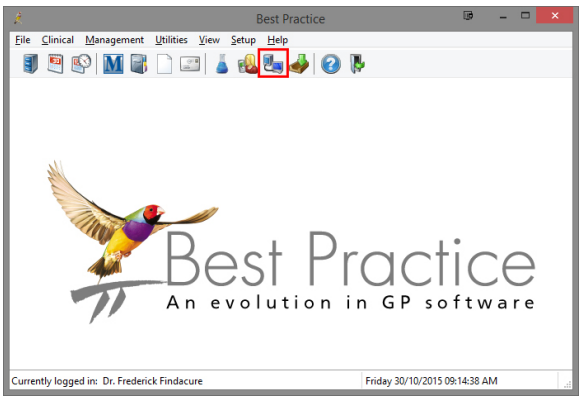
2. Click on the **View and allocate incoming reports** icon shown above.

3. The following window will open.
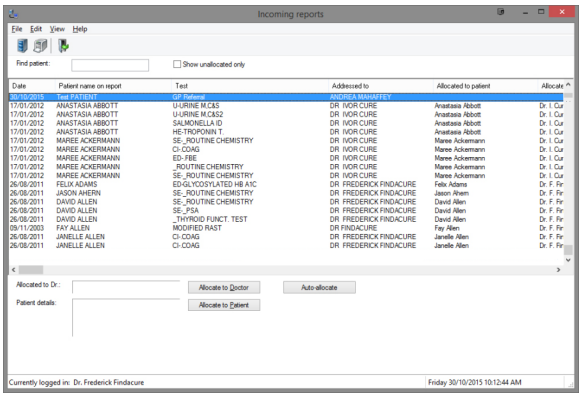
4. You can see that a test result has arrived.