

# BP VIP.net

## Overview

This guide provides instruction on configuring both Medical-Objects Capricorn and VIP.net 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, or the VIP.net Helpdesk on (02) 9669 1844.

If you have not Installed the Medical-Objects Download client, Please see the guide for [Installing Capricorn on Windows](#).

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## 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.

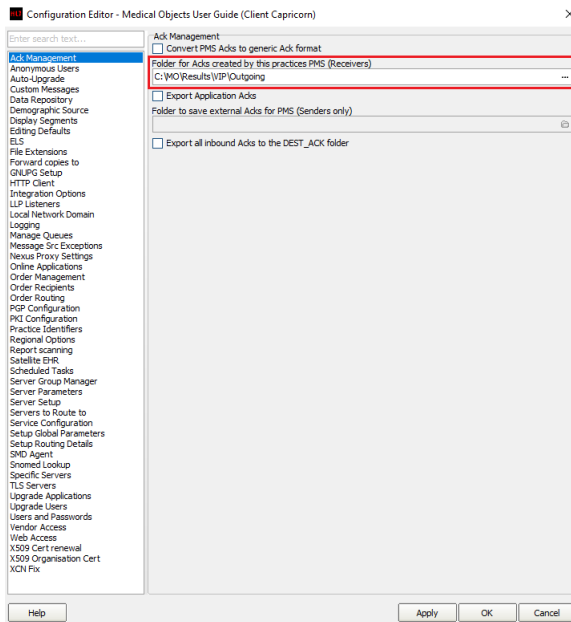


3. When the log window is displayed, Click on the **Configuration** icon highlighted below, or select **Utility** and select **Configuration**.



### Capricorn Configuration Settings

## 1. Click on the **Ack Management**.



## 2. Set the **ACK Management** path to the C: Drive, For example:

C:\MO\Results\VIP\Outgoing

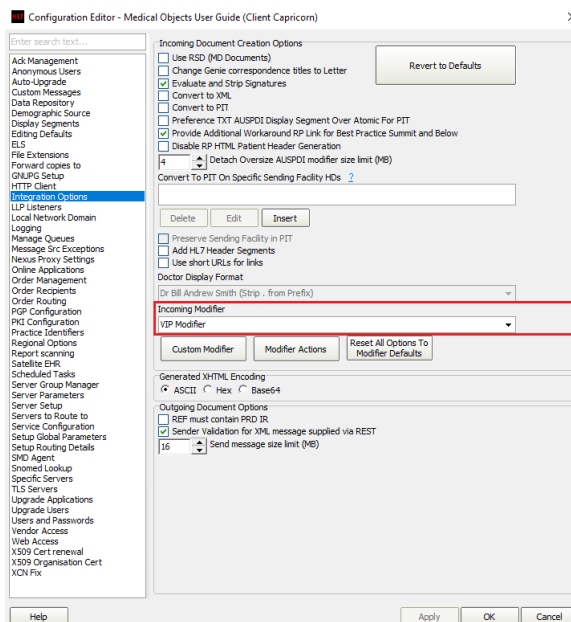
### Note:

If the folders do not exist, You must create them.

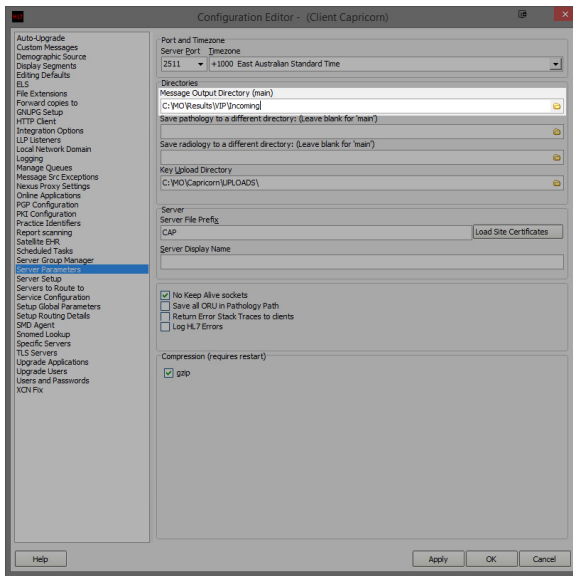
Make sure the Results folder has **Modify**, **Read** and **Write** permissions, **AND** is shared on the Network.

## 3. Click on **Integration Options**.

### 3.1 Check that the **Incoming Modifier** is set to **VIP Modifier**.



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\VIP\Incoming
```

However if you wish to separate Pathology and Radiology, Set the following paths accordingly.

```
Pathology - C:\MO\Results\VIP\Path
Radiology - C:\MO\Results\VIP\Rad
```

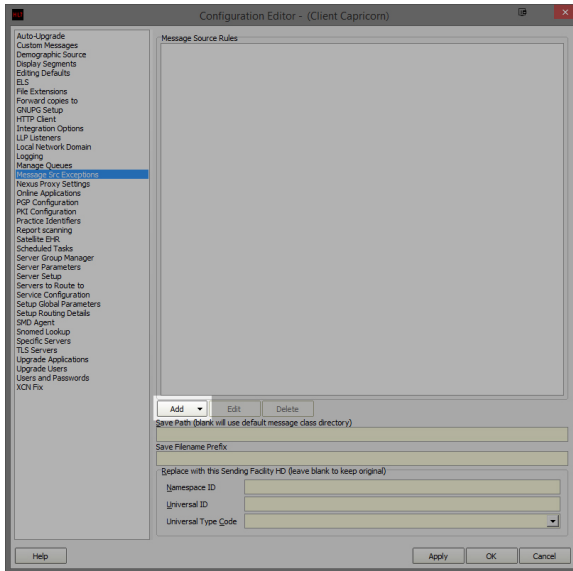
Paths can be set individually for each organisation if requested from within the contact configuration.

If the folders do not exist you must create them.

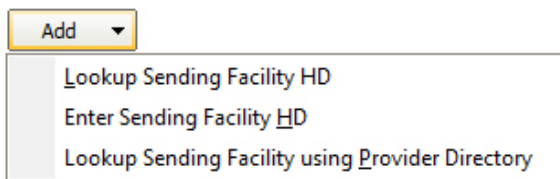


**Make sure the Results folder has Modify, Read and Write permissions, AND is shared on the Network.**

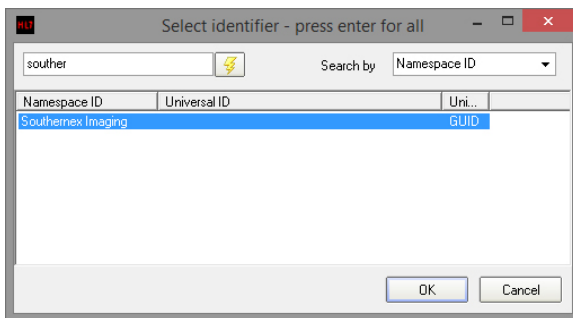
6. Select **Message Src Exceptions** from the left hand panel of the Capricorn configuration window.



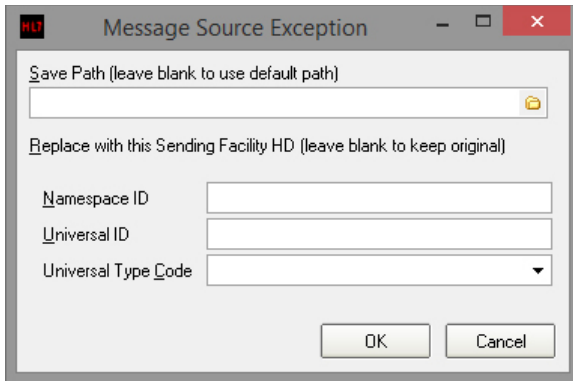
7. Click **Add** as shown above, and select **Lookup Sending Facility HD**. Do not use any other selection.



8. A new window will appear called **Select Identifier**.



9. Enter **Southern** and press **Enter** or click the **Lightning Bolt** to search.
10. Select **Southern Imaging** from the display panel.
11. The following **Message Source Exception** window will appear.



**Message Source Exception**

Save Path (leave blank to use default path)

Replace with this Sending Facility HD (leave blank to keep original)

Namespace ID

Universal ID

Universal Type Code

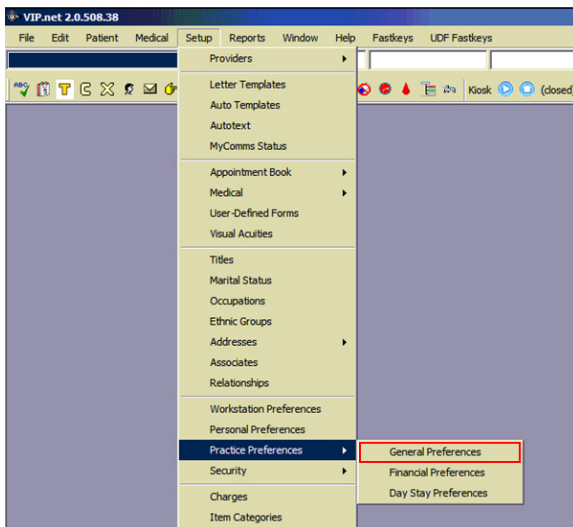
OK Cancel

12. Click **OK** to leave all the details blank.
13. Repeat this step for each of the **Contacts** that are to be set up in VIP (e.g. In this case **QHPS (Nata 2639)** and **Southernex Imaging**).

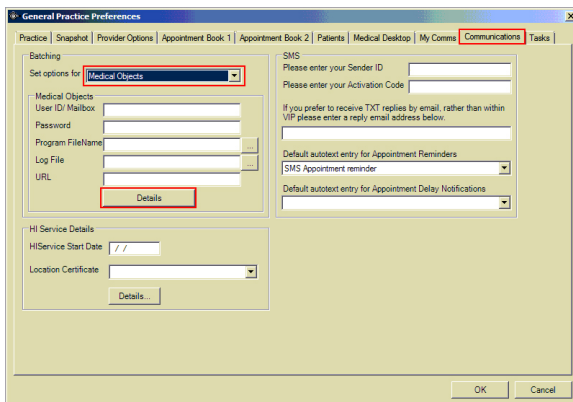
The configuration is complete. Click **Apply** and **OK**.

## VIP.net Configuration

1. Open **VIP.net**, and click on '**Setup**', '**Practice preferences**' and select '**General Preferences**'.



2. Select the '**Communications**' tab. Under '**Batching**', Select '**Medical-Objects**', and Click the '**Details**' button.

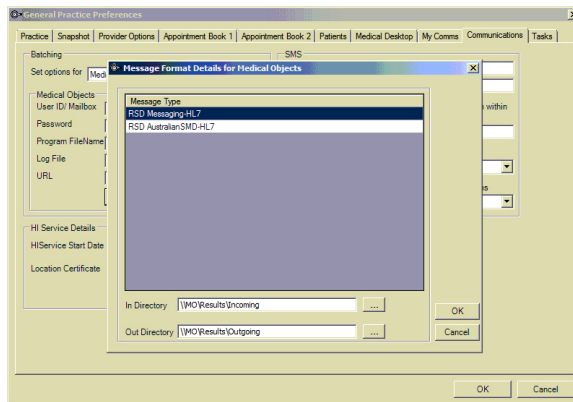


The screenshot shows the 'General Practice Preferences' dialog box. The 'Communications' tab is selected. Under the 'Batching' section, 'Medical-Objects' is selected. The 'Details' button is highlighted with a red box. The 'SMS' section contains fields for 'Sender ID', 'Activation Code', and 'Reply email address'. The 'Default autotext entry for Appointment Reminders' and 'Default autotext entry for Appointment Delay Notifications' are also visible.

3. Here you can set the Incoming and Outgoing directory – use **UNC Paths for both**, for the paths we set up earlier. For example

\\MO\Results\Incoming


\\MO\Results\Outgoing



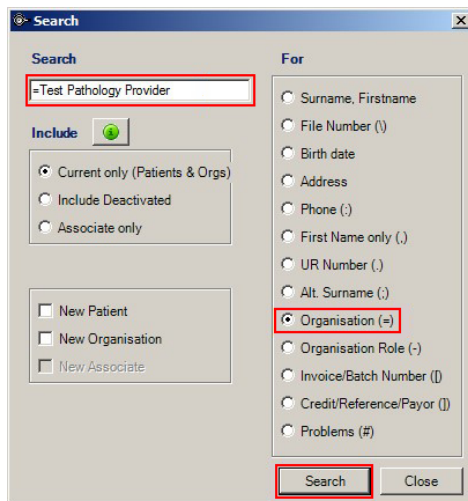
## Receiving Lab Results

If the site receives results from multiple Radiology and Pathology providers, VIP needs to have those Radiology and Pathology organisations created.

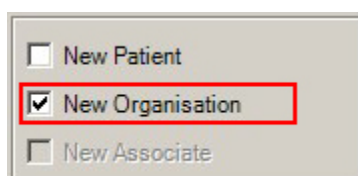
Note:

 Some providers may already be entered. Search for them before adding them.

1. Press **F2** to open the following window.



2. Type the name of the organisation, select '**Organisation**' from the right hand panel and click Search.
3. If the organisation doesn't exist, tick '**new organisation**' to create it.



- On the screen that appears, Go to the **Investigations Provider Details** tab, and click '**File Transfer**'.

Note:

To access this window again at a later stage, press **F3**.

Organisation Details: Test Pathology Provider

Details | Charging Details | Health Fund Contracts | **Investigations Provider Details** | Providers | More

Request Template: [Dropdown] URL for Internet Ordering: [Text Box]

Results transfer system:

- ☐ Healthlink
- ☒ **File Transfer**

Program File name: [Text Box] Args (if any): [Text Box]

Receiving directory: [Text Box]

Sending directory: [Text Box]

Laboratory Identifier: [Text Box] (Required if multiple labs write to the same Receiving Directory)

☐ Acknowledge Incoming Messages

Matching Orders:

- ☐ Matching of orders to results not required
- ☐ Allow manual matching of orders to results
- ☒ **Automatically match orders to results**  
(Auto-matching requires the provider to return your order number with the results - Check with the provider first.)

Result Format:

- ☒ **HL7**

Set the receiving directory to the file path created earlier unless specified otherwise. **Use UNC Paths.**

**\\MO\Results\VIP\Path Rad**

The Outgoing path is for acknowledgments. Set this path to:

**\\MO\Results\VIP\Outgoing**

And check the box that says "**Acknowledge Incoming Messages**".

File Transfer

Program File name: [Text Box]

Receiving directory: [Text Box] \\MO\Results\Incoming

Sending directory: [Text Box] \\MO\Results\Outgoing

Laboratory Identifier: [Text Box] TEST (Required if multiple labs write to the same Receiving Directory)

☒ **Acknowledge Incoming Messages**

The Lab identifier is used to differentiate results from different companies. If the site receives from more than one Pathology/Radiology Organisation, you may need to set this option. This should be unique to each lab, located in the first line of the result.

- Make sure '**Automatically match orders to results**', and **HL7** are ticked. Please note that the **HL7** button is off by default.

Matching Orders:

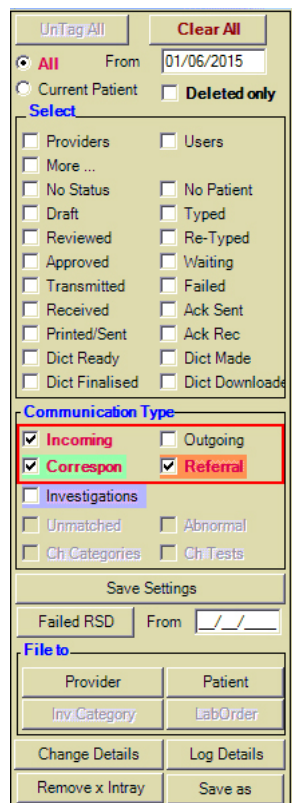
- ☐ Matching of orders to results not required
- ☐ Allow manual matching of orders to results
- ☒ **Automatically match orders to results**  
(Auto-matching requires the provider to return your order number with the results - Check with the provider first.)

Result Format:

- ☒ **HL7**

## Viewing Reports

To View reports, Press **F4**, and look to the bar on the right side of the VIP interface. Under **Communication Type**, Tick '**Incoming**', '**Correspondence**' and '**Referral**'.



The screenshot shows the VIP interface with the 'Communication Type' section highlighted. The 'Incoming', 'Correspondence', and 'Referral' checkboxes are selected and highlighted with a red box. The 'Outgoing' checkbox is unselected. The 'Investigations' section is also visible with 'Unmatched', 'Abnormal', 'Ch Categories', and 'Ch Tests' checkboxes. The 'Failed RSD' section is at the bottom with a 'From' date field.

Note:



Pathology/Radiology reports will be allocated to patient files automatically.

Non-Pathology/Radiology reports can be manually imported.

To manually import results go to **File, Communications**, and select **Services**. Select **Medical-Objects**, and select **Proceed**.

Note:



VIP.net should auto import results every 10 minutes.