

Integration Guide

- Medical Director 4.3
- HealthLink Smart Forms
- LAB2 (ORU, PIT), Referral, Discharge Summaries & Letters (RSD) messages
- HealthLink Messaging System (HMS 6.8.x)

Olivia Kusuma – 4.0

Document History				
Version	Date	PMS Version	Author	Comment
1.0	05/01/2016	Medical Director 3.16	Rajab Nabi	First Draft.
2.0	02/03/2020	Medical Director 3.18	Dharminder Kumar	Updated Screenshots and PMS Set up for PIT configs.
3.0	27/02/2024	Medical Director 4.3	Brett Mitchell	Updating screenshots and terminology to suit new version.
4.0	26/07/2024	Medical Director 4.3	Olivia Kusuma	Minor version adjustment, updating screenshot and new templates

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Integration Guide

The image features a solid blue background. In the bottom right corner, there is a large, light blue geometric shape that resembles a stylized mountain or a large letter 'L' rotated 45 degrees. The shape is composed of several straight lines, creating a complex polygonal form.

1. Before You Begin

1.1 Icons used in this Guide

You will see helpful icons used in this guide to draw attention to a subject, action or information.



The light bulb icon indicates information that is likely to make your job easier.



The exclamation icon highlights a warning or an action you need to take. When you see this icon, pay attention and proceed with caution.



The 'i' for information icon indicates an area that assists in a decision.

2. Setting up HealthLink with Medical Director

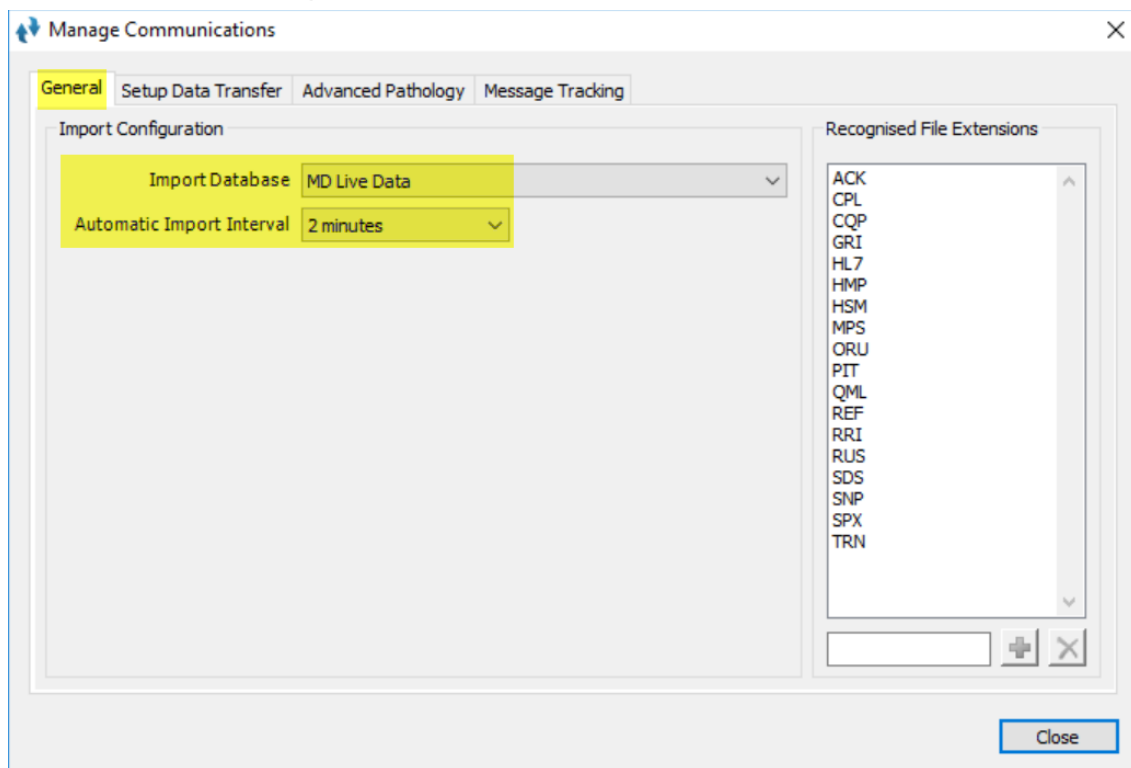
The Scheduled Document Import (SDI) utility facilitates Medical Director with the ability of automatically import messages. The user can configure SDI to run at a regular interval.

2.1 How does SDI work

When HealthLink Messaging Client is installed, it creates an interface file called **hms_config.xml** located in the *C:\HLINK* directory. The interface file contains the file path details for all the incoming and outgoing directories for the different message types. MD3.10 or later looks for this file on the local Computer and uses the file to find the appropriate paths for its messages.

2.2 How to Turn SDI on

1. Click **Tools > Manage Communications > General**.

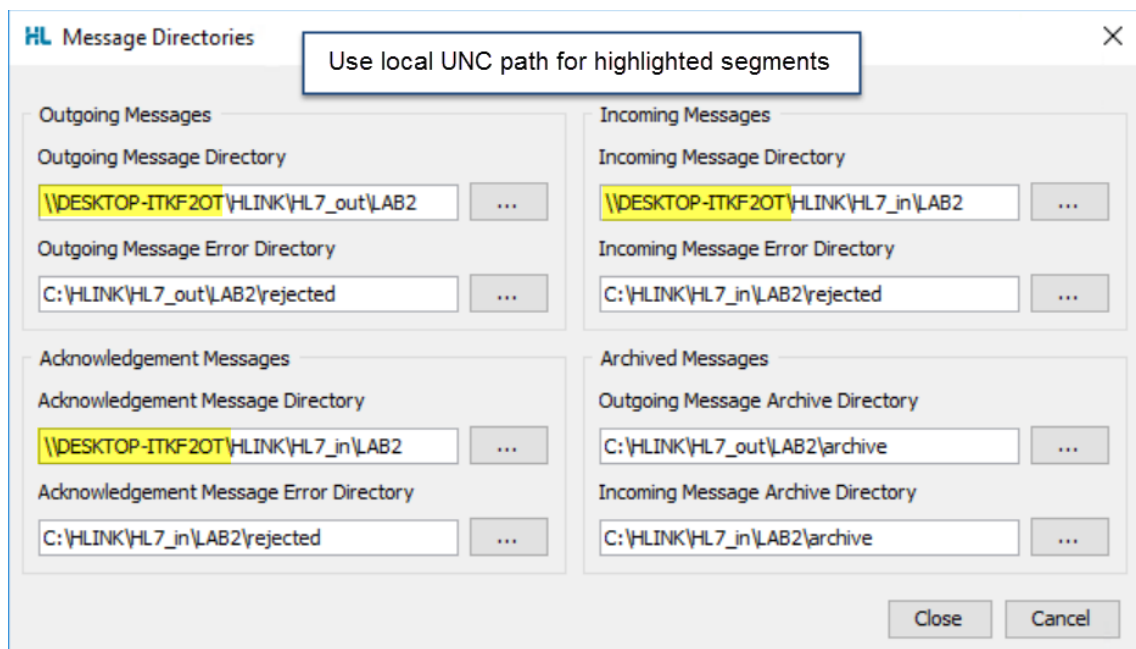


2. Select **MD Live Data** for the **Import Database** drop down box under **General** tab.
3. Select the desired automatic import frequency from **Automatic Import Interval** drop down box.
4. Click **Close** to the bottom left of the screen to save the changes.
5. A pop-up screen will confirm if you would like to save the changes, click **Yes** to confirm changes.
6. A screen will pop up advising that the SDI will be tested click on **OK** for SDI to start trial import.
7. When the test is successful click **OK**.

3. Setting up HealthLink Imports and Smart Forms within Medical Director

3.1 Setting Up the HealthLink Advance Options

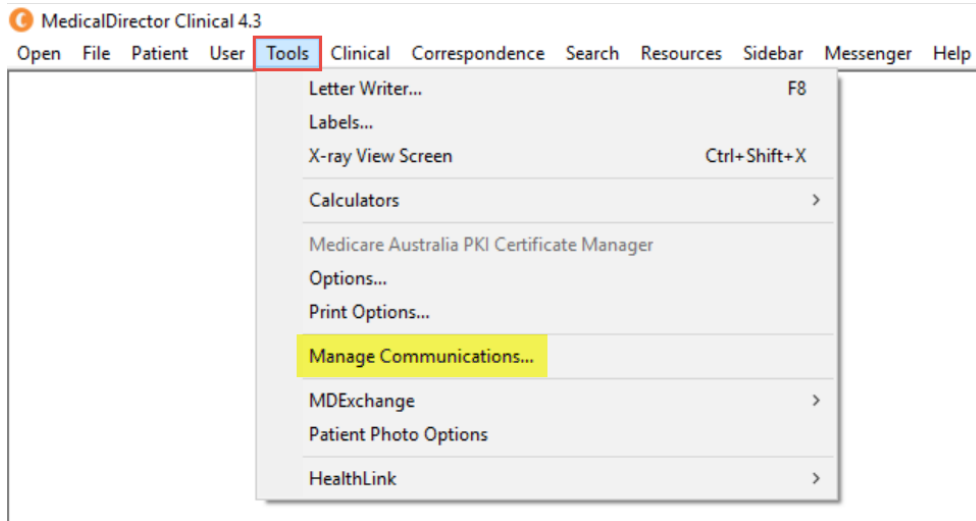
1. Go to **Start > All Programs > HealthLink Advance Options**.
2. Click on **Configuration > User Settings**.
3. Click on **Message Types** Tab.
4. Select the **LAB2** message type and click on the **Messages Stores** tab on the lower half of the screen.
5. Click on the **Edit/ More** button and change the incoming and outgoing file paths. Click on the **Close** button to close the screen.



6. Make the same changes to **RSDAU**, **PIT**, and **BROADCAST**.
7. Click on **File > Save All** to save the changes made.
8. Click on **File > Exit** to exit out of **HealthLink Advance Options**.

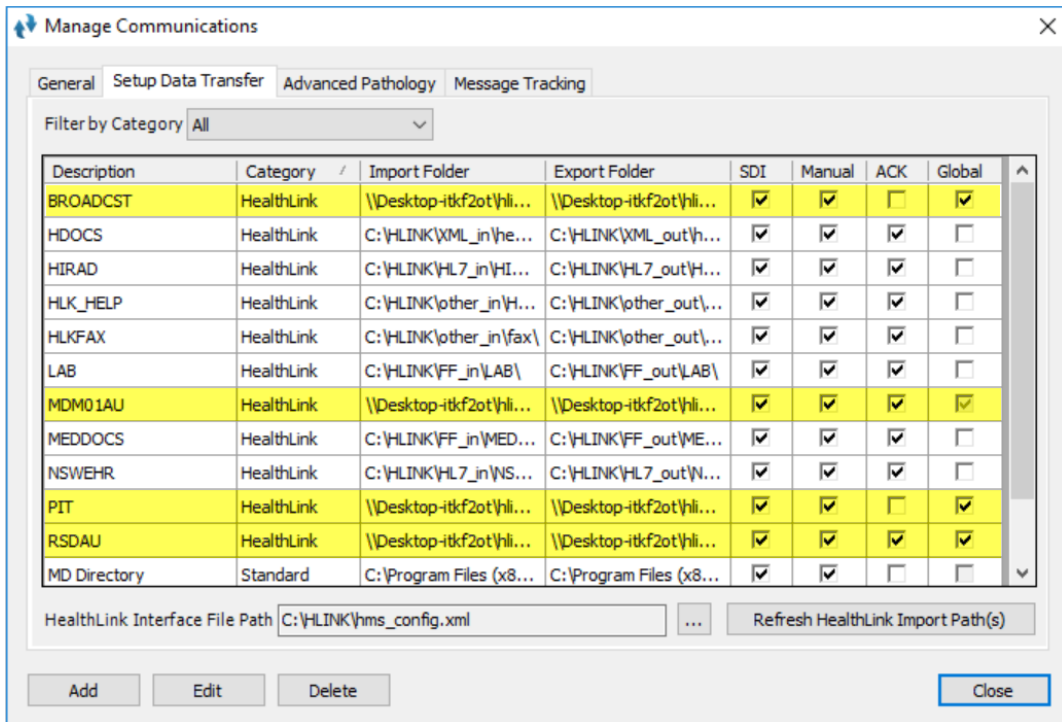
3.2 Setting Up Medical Director Manage Communication

1. From the Medical Director's main tool bar choose **Tools > Manage Communication**.



2. In General Tab, look up Recognised File extensions list for **REF**.
3. If **REF** extension is not in the list, add **.REF** extension to the list.
4. Click on **Setup Data Transfer** tab.
5. Medical Director will automatically look at the **HealthLink Interface file** in **C:\HLINK**.
6. If HealthLink is not installed on the **C:** drive, then browse to the **HLINK** folder and select the HealthLink Interface File Path **hms_config.xml**.
7. Click on the Refresh HealthLink Import Path(s) button to load the HealthLink settings. This will populate the Manage Communications settings with the HealthLink file paths.
8. Tick on the **Global** check boxes for **LAB2**, **RSDAU**, **PIT** and **BROADCAST** (if in Southern Australia).
9. Untick the **ACK** boxes for **PIT** and **BROADCAST** (if in Southern Australia).

10. The completed **Setup Data Transfer** configurations will look like the screenshot below.




11. Click on the close button to save any changes.

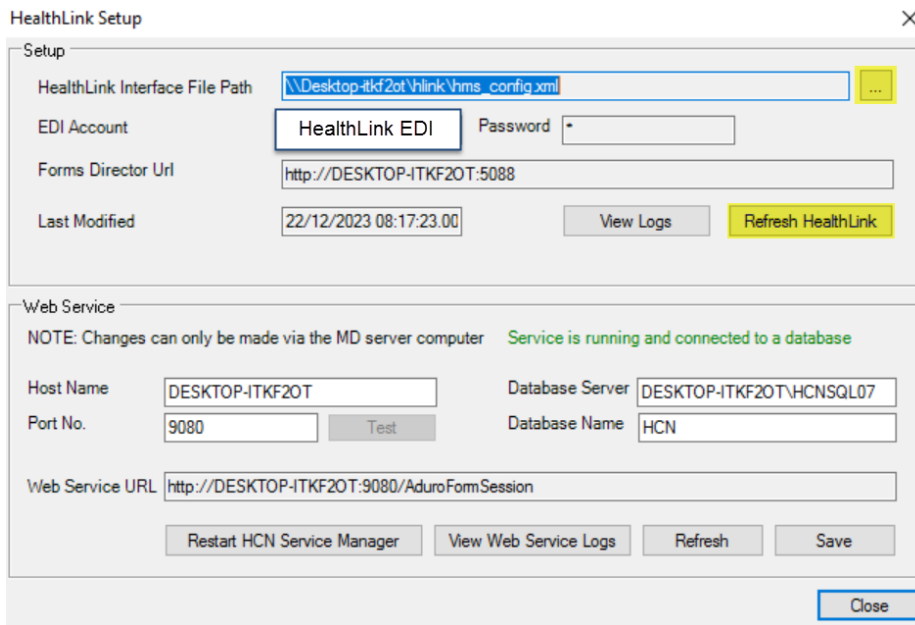


If any changes are made to HMS Advanced Options, refresh HealthLink import paths(s) from setup data transfer tab for Medical Director to pick up the settings.

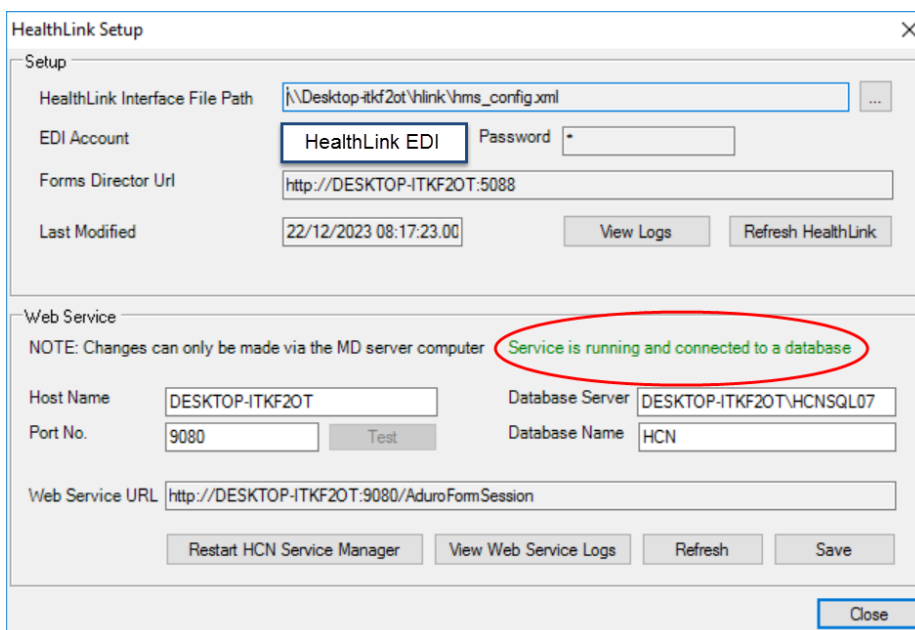
3.3 Setting up HealthLink Smart Forms in Medical Director

HealthLink smart forms settings should be automatically configured by Medical Director. However, if this has not been configured use the steps below to update the HealthLink forms settings.

1. From Medical Director’s main tool bar choose **Tools > HealthLink > Setup**.
2. In the HealthLink Setup screen setup section click on  from the HealthLink Interface File Path to load hms_config.xml file.



3. Click on **Refresh HealthLink** for Medical Director to automatically populate all the required boxes.
4. Check and confirm that the Medical Director Service is running in the Web Service section of the setup screen as circled in screenshot below.



5. If the Medical Director Service is not running, refer to the appendix section of this document to start the Medical Director Service.

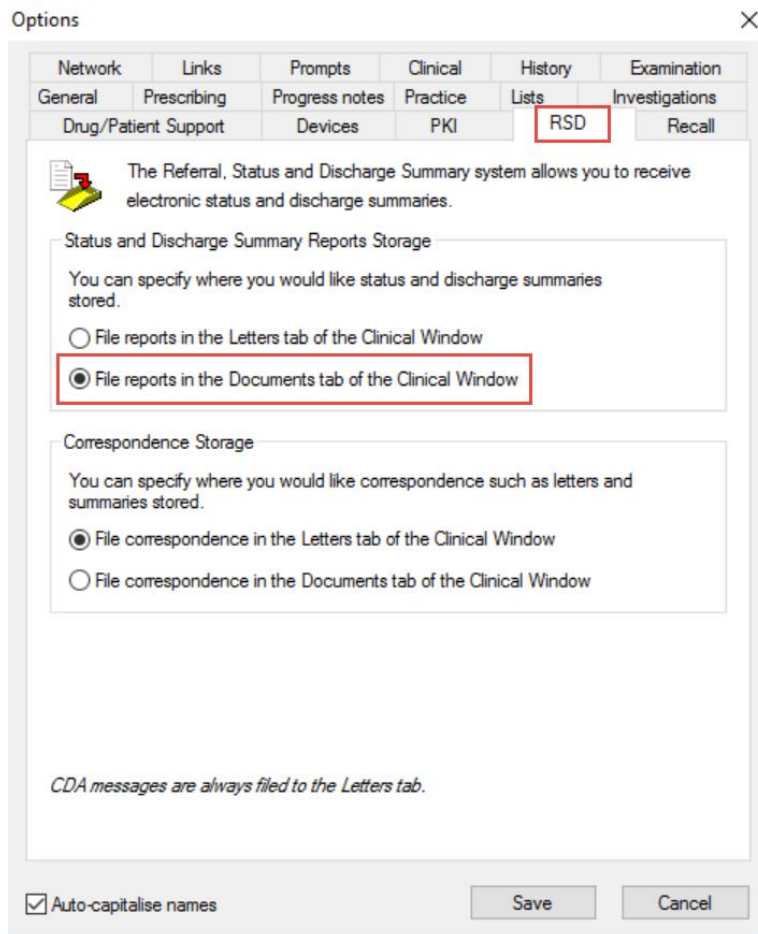
4. Setting up the RSDAU, CDA Messaging

4.1 Filing Referrals, Specialist Letters, Discharge Summaries

Incoming RSD and Correspondence storage (Referrals, Specialist letters, Discharge Summaries) can be filed in Documents or Letters tab within patients' notes.

To set this up:

1. From the main tool bar, choose **Tools > Options** and select the **RSD** tab.



2. Select the **File reports in the Documents tab of the Clinical Window** option.
3. Click on **Save** to save the change.

5. Testing Your Configuration


5.1 Generating LAB2 Test Messages

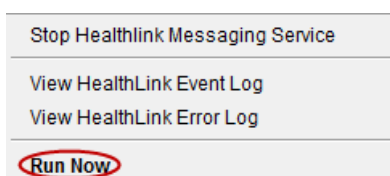
1. Open the **HealthLink Advanced Options**.
2. From the menu click **Utilities > Test Message Generator**. The **Test Message Generator** window will open.
3. The sending and receiving EDI account will automatically fill with the practice EDI.
4. To generate a **LAB2** message click on LAB2 from **Message Types** available to you and then click on the **Generate Test Message** button.


5.2 Generating RSDAU Test Messages

1. To generate a **RSDAU** message click on RSDAU from **Message Types** available to you and then click on the **Generate Test Message** button.
2. Click on File and Exit to close the **HealthLink Advanced Options**.

5.3 Making HealthLink Connect Manually


1. From the systems tray **right click** the HealthLink  icon.
2. Left click on **Run Now** to make the manual connection.



3. A spinning “H”  icon indicates the HealthLink client has started its connection.
4. Once the “H” stops spinning, the HealthLink connection has been completed and the test messages are downloaded into their respective folders for **Medical Director** to import.

6. Checking Messages in Medical Director

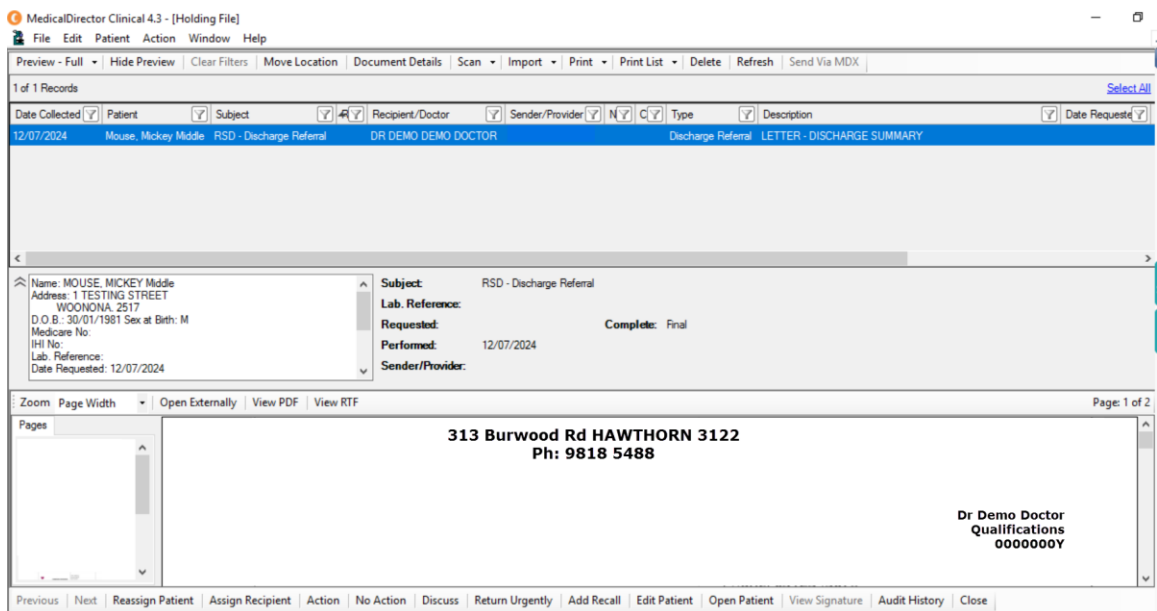
- To check message that have been imported into Medical Director, press the F5 key or alternatively, from the Medical Director menu, click **Investigations > Check Holding File** (*the message import is done automatically if the SDI functionality is on*).


 It is advisable not to use **F4** key from the keyboard to manual import, since SDI functionality can be scheduled to desired interval to import the diagnostic reports, referrals and discharge summaries automatically.

- Select the name of the Doctor for which you want to view the investigation results and click the **OK** button.



- A list of the current messages will be displayed with message preview. To get to a full preview double click on the message you want a full preview of.



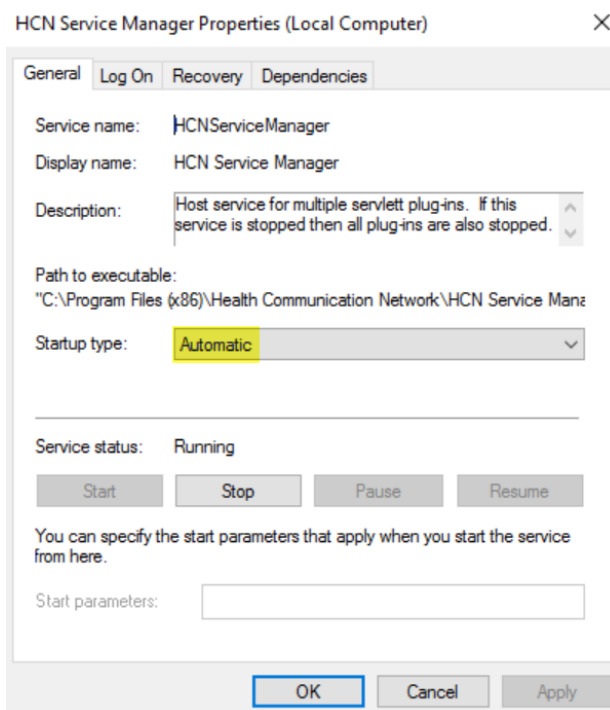
 New look inbox in MD 3.18a onwards provides the user with a lot of new options such as Assigning Reports, Deleting one or more messages etc from the preview screen. The message preview can be changed using the Preview button on the top left hand corner.

7. Appendix


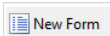
7.1 Restarting the HCN Service Manager

If Medical Director’s HCN Service Manager is not started, use the steps below to start the HCN Service Manager.

1. Click on **Start > Run**. In the Run window type “**services.msc**” and click on the **OK** button.
2. From the Windows services screen look for **HCN Service Manager** and double, left click to open **HCN Service Manager Properties** window as shown below.
3. Select “**Automatic**” from the Startup type.
4. Click “**Start**” from the Service status and then click on the OK button.



7.2 Testing HealthLink Smart Forms in Medical Director

1. Open the test patient Mickey Mouse.
2. From patient screen click on the HealthLink Tab 
3. Once in the HealthLink Tab, click on the  button to load HealthLink smart forms homepage.



7.3 Turning the SDI Import off

If the practice has moved to another EMR system from Medical Director, the practice needs to make user HCN Service Manager is disabled.

Click **Tools > Manage Communications** and select **(disabled)** from the Import database drop down box.

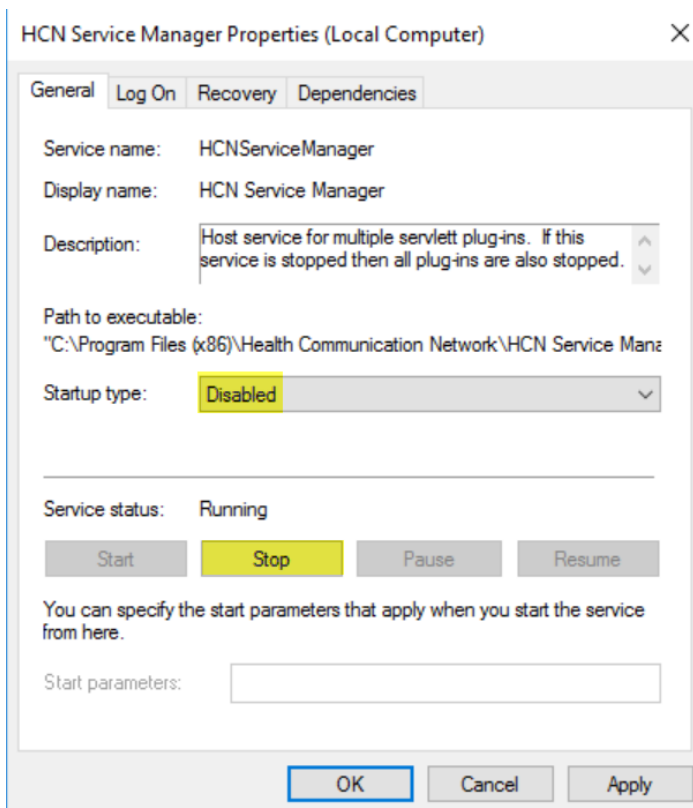
7.4 Disabling the HCN Service Manager

If the practice has started using a new **Clinical Software System**, it is possible that HCN Service Manager may still be running hence pulling the messages out of the default Healthlink messaging folders.

To stop any messages been pulled by the HCN Service Manager the HCN Service Manager needs to be disabled.

This service starts automatically and to stop this service you will need to change the **startup type** to **“disabled”** in the *Windows Services* screen.

1. Click on **Start > Run**. In the Run window type **“services.msc”** and click on the **OK** button.
2. From the service screen look for **HCN Service Manager** and double, left click to open **HCN Service Manager Properties** window as shown below.



- a. Select **“Disabled”** from the Startup type.
- b. Click **“Stop”** from the Service status and then click on the OK button.

8. Medical Director Support Contact Details

Phone: 1300 300 161

Web: <https://www.medicaldirector.com/contact>

New Zealand

Phone toll free: 0800 288 887

8.00am – 5.00 pm Monday-Friday

Australia

Phone toll free: 1800 125 036

7.00am – 7.00 pm Monday-Friday
(AEST)

Email

helpdesk@HealthLink.net

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Make it our problem.

www.HealthLink.net