

- Profile for MAC, 3.2c28
- LAB (ORU), Referral, Discharge Summaries & Letters (RSD) messages, ESA and HISO Forms.
- HealthLink Messaging System (HMS 6.6.x)

Rajab Nabi - 1.3.3

Document History



Document History							
Version	Date	PMS Version	Author	Comment			
1.0	10/07/2014	Profile for MAC	Rajab Nabi	Draft Guide.			
1.1	30/10/2014	Profile for MAC	Rajab Nabi	Final Guide.			
1.2	16/03/2015	Profile for MAC	Rajab Nabi	Updated profile schedule period.			
1.3	15/05/2015	Profile for MAC 3.2c28	Rajab Nabi	Updated with HealthLink Forms settings.			
1.3.1	04/05/2015	Profile for MAC 3.2c32	Rajab Nabi	Added HealthLink Quantum restart process and new HealthLink home page screen shot.			
1.3.2	15/05/2015	Profile for MAC 3.2c32	Rajab Nabi	Electronic Special Authority (ESA) setup instructions.			
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HL

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1. Before You Begin

1.1 Intrahealth Recommendation

It is recommended by Intrahealth that HealthLink client is installed on Profile server and the server machine to be left to run without anyone using it as a workstation.

1.2 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 Profile for MAC

2.1 LAB

- 1- Open HealthLink Advance Options from desktop.
- 2- Click on **Configuration>User Settings**.
- 3- From User Settings screen click on **Message Types**.
- 4- From Message Specifications section select LAB.
- 5- Click on **Message Store** button and then clink on **Edit/More** button.

User Settings – Health	hLink Client v6.6.3.3834		
ED	I Details Message Types	System Directories	
Message Specifications			
HLK_REJECTED HLKFAX IMMS IMS KIDSLINK KIDZNET LAB			Add Edit Remove
LAB24NZ MEDDOCS	Options Message Stor	es Processor	
Outgoing Message Store Outgoing Message Directory			
/HLINK/HL7_out/LAB			
Incoming Message Store • File Based Symmetric Incoming Message Directory	: Web Service		
/HLINK/HL7_in/LAB			
			Edit / More

6- In the Message Directories screen change file paths to HL7 folders as shown below.





O O Mes	sage Directories
Outgoing Messages Outgoing Message Directory /HLINK/HL7_out/LAB Outgoing Message Error Directory /HLINK/HL7_out/LAB/rejected	Incoming Messages Incoming Message Directory /HLINK/HL7_in/LAB Incoming Message Error Directory /HLINK/HL7_in/LAB/rejected
Acknowledgement Messages Acknowledgement Message Directory /HLINK/HL7_in/LAB Acknowledgement Message Error Directory /HLINK/HL7_in/LAB/rejected	Archived Messages Outgoing Message Archive Directory /HLINK/HL7_out/LAB/archive Incoming Message Archive Directory /HLINK/HL7_in/LAB/archive
	Close Cancel

- 7- Click on Close button to close Message Directories screen.
- 8- Click on **Processor** button and change Processor Parameter to **HL7 v2.1**.

2.2 RSD

By default Referral file path settings are set to HL7 folders. However to check Referral file path settings

- 1- From Message Specifications section select Referral.
- 2- Click on **Message Store** button and then clink on **Edit/More** button.
- 3- In the Message Directories screen should have the file path settings pointing to HL7 folder. If the file paths are not pointing to HL7 change file paths to HL7 folders as shown below.

● ○ ● Message	Directories
Outgoing Messages Outgoing Message Directory /HLINK/HL7_out/REFERRAL Outgoing Message Error Directory /HLINK/HL7_out/REFERRAL/rejected	Incoming Messages Incoming Message Directory /HLINK/HL7_in/REFERRAL Incoming Message Error Directory /HLINK/HL7_in/REFERRAL/rejected
Acknowledgement Messages Acknowledgement Message Directory /HLINK/HL7_in/REFERRAL Acknowledgement Message Error Directory /HLINK/HL7_in/REFERRAL/rejected	Archived Messages Outgoing Message Archive Directory /HLINK/HL7_out/REFERRAL/archive Incoming Message Archive Directory /HLINK/HL7_in/REFERRAL/archive
	Close Cancel

- 4- Click on Close button to close Message Directories screen.
- 5- Click on **File>Save All** to save changes made to HealthLink file paths.



3. Checking Messages in Profile for MAC

Profile for MAC does an auto import of messages. For Profile for MAC to successfully import and display the message Profile Scheduler needs to be configured.

3.1 Setting up Profile Schedule Preference

- 1- Click on Profiler Server>Preference>Schedule to bring Schedule Preferences screen.
- 2- In Schedule Preferences screen three operation should be checked as shown. All three should have an entry greater than "**0**" in period column. *If any of these has a '0' value this will cause profile server to crash.*

Schedule Preferences						
Operation	Period	Units	Previous Date & Time	Due Date	Time	
Check for HealthLink incoming files	30	Seconds	16/07/2014 12:56	16/07/2014	12:56	
Check for HealthLink outgoing files	30	Seconds	16/07/2014 12:56	16/07/2014	12:56	
Check for EDI Inbox files to process	30	Seconds	16/07/2014 12:56	16/07/2014	12:56	

3- Click on **OK** button to save changes and close Schedule Preferences screen.

3.2 Checking messages in Profile for MAC

Once the messages are import by Profile for MAC it can be viewed from Profile for MAC inbox.

1- Click on Special>EDI Inbox to load EDI inbox.

Special	Practice	Maintain			
Appointments					
Arrivals					
Search Appointments					
Formulary					
EDI Inb	ox	ж3			



4. Profile for MAC Support Contact Details

Profile Support Contact: 0508 300 900

Email: support@intrahealth.com



5. Appendix

5.1 Setting up Profile for HealthLink Forms and ESA

Latest release of Profile v3.2 brings significant enhancements to Approvals and integration with ACC and HealthLink for ACC45 used via HealthLink forms functionality.

This is a "one off" setup process for the Administrator (and some parts may already be setup)

1- Click on **Profile>Preference>General** to bring General Preference screen.



- 2- From General Preference screen click on **Portals** icon Portals to get to Web Portal and Connectivity Settings.
- 3- In Web Portal and Connectivity Settings updated
 - a- In HMS Client Location box enter HealthLink computer IP address.
 - b- In Quantum ID box enter HealthLink EDI name.
 - c- In Password box enter HealthLink connection password.
 - d- Click on Ok button.

000	0	Ge	General Preferences				
6 System	Appointments Clinical Ale	rts Other Timer	Templates	SMS Text E	mail Out	Portals	
		Web Portal	and Conn	ectivity Set	tings		
	HMS Client Location:	10.8.8.82					
	Quantum ID:	mlwmacts		Password	l: •		

- 4- Click on **Profile>Preference>Network** to bring Network Preference screen.
- 5- In Network Preference screen check if WebService Port is set to **8030** (default port by Profile for MAC). This can be changed if required.





5.2 ESA ID setup

- 1- Go to Practice>People and Places
- 2- From list of CODES double click on **PRAC** code.
- 3- In Practice screen click on **Reference** Tab and updated **eSA ID** (Special Authorities ID) with eSA ID provided to practice by Ministry of Health.

N.B: Do not mix up eSA ID and eSAM ID. eSAM ID is used for Geocoding.

			Alias	Reference
Practice ID:	GCD456-2	10	GMS	
		10	ACC	
Constation Paced	Funding	0	IMM	
Capitation Based	Funding		MAT	
Practice ID:	F2M066	10	SMS	
Pavee Num:	988686544		ACS	
		- 0	HEP	
HL Mailbox:			DBT	
			CAP	BLAH
	1		CGMS	-
eSA ID:	8975255		Alias	
eSAM ID:	654312			
		R	eference:	
Drinto:				
				Add Alter Remove
DrInfo:				Add Alter Remove

5.3 Restarting HealthLink Quantum Service

1- Go to Finder then click on Application>Healthlink>HealthLink Client>HealthLink Quantum Administrator.EXE icon.

00	HealthLink Quantum Administrator			
	Mac Service	Standard Application		
_ Install/Uninstal	Service	Start/Stop Service		
🦕 Install		Start		
Uninstall		Stop		
Service installed		Service started		



- 2- In HealthLink Quantum Administrator check if the service is installed and started.
- 3- If not install and started, installed and start the service. When you start the service MAC OS will prompt for administrator username and password.

osascript wants to make changes. Type your password to allow this.					
Name: Password:	test				
	Cancel				

4- Enter MAC administrator username and password to continue.

5.4 Launching HealthLink Home page

1- Click on **Clinical>eForms Portal...**

Clinical	Financial	Special		
Summa	Summary			
Scripts		жК		
Prior Se	cripts	ŵжК		
Recalls		ЖR		
Prior A	pprovals	жG		
Probler	ms	æυ		
Investi	gations	Ж;		
Measu	rements	жM		
Letters		ж-		
Corres	pondence	Ж9		
Enter N	lotes	жL		
Review	Notes	₩]		
Results	i	☆ 쁐;		
Best Pr	actice	^ж2		
WellSo	uth Portal	^		
eForms	s Portal	^羰4		

2- Search and select Patient from Select Patient for eForm Portal screen.

3-



ALL 1 1 1					
Alpha Index: MOUSE	,MICKEY				
File Number: 13876					Starts With
Folder: \$					Sounds Lik
Nama		Brow	Status	NU	Only Active
MOUSE, MICKEY (Mr)		A	Enrolled	AAA0985	22/02/1999
		R.	da		
Mr MICKEY MOUSE					Cancel
100A Dominion Road E	xtension, Mt Ed	en			Descent
Auckland 1044 DOB: 22/02/1999, 16v	2m				Recent
NHI: AAA0985			Folder:		Search
H: 09 5353222 W: 09 2	342322				
Di Andrew Hair					ОК
Patient selected from	list				
Forme for patient corean	aliak op Add		this will loo	d Hoolthink I	
Forms for patient screen	click on Add	dd icon Portal fo	, this will loa or MOUSE, Mr	d HealthLink I	home page.
Forms for patient screen	click on Add eForms Certainty	icon Portal fo	, this will loa or MOUSE, Mr	d HealthLink I MICKEY (13870 0800 1800	home page. 5) 288 887 (NZ) 125 036 (AUS)
Image: Second stress of the second stress	click on Add eForms Certainty in Care	icon Portal fo	, this will loa or MOUSE, Mr	d HealthLink I MICKEY (13876 0800 1800 helpd	home page. 5) 288 887 (NZ) 125 036 (AUS) lesk@healthlink.n
Forms for patient screen	click on Add eForms Certainty in Care	Portal fo	, this will loa or MOUSE, Mr	d HealthLink I MICKEY (13876 0800 1800 helpd	home page. 5) 288 887 (NZ) 125 036 (AUS) lesk@healthlink.nd
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Performs for patient screen	click on Add eForms Certainty in Care	Portal fo	, this will loa	d HealthLink I MICKEY (13876 0800 1800 1800 helpd Healthpoi NZ Guide	home page. 5) 288 887 (NZ) 125 036 (AUS) lesk@healthlink.n lines Group ndor Validation To



Loading ACC45 Forms

DO NOT submit test ACC45 Form as these will be treated a live patient request.

1- From HealthLink home page select **New Injury Claim (ACC45)** to load ACC45 forms.

00	eForms Portal for MOUSE, Mr MICKEY (13876)				
	New Injury Claim Form	ALL			
Patient & Accident MICKEY MOUSE LP17049	CLAIM FORM NUMBER Image: Claim Form Number ACC45 Number Image: Claim Form Number LP17049 Image: Claim Form Number				
,,	PATIENT DETAILS				
	Postal address 1A Parnell Road Corner Parnell Auckland 1040 New Zealand Employment status ACCIDENT DETAILS Accident date Include Inclu	Phone 09 5353222 Mobile			
Patient declaration	Did the accident occur at work?	◯ Yes ◯ No			
✓Patient copy of form Referral(s)	Did the accident involve a moving motor vehicle on a public road? O Yes O No				
Fitness for work	What were you doing at the time of the accident?				
Print	Continue Park				

2- Once ACC45 page is loaded, testing is completed. Close ACC45 form and **DO NOT** submit test ACC45 form.

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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