



MedicalDirector®
BLUECHIP

Day Surgery Standalone Installation Guide



MedicalDirector®

Installing the Day Surgery Module

MedicalDirector's Day Surgery module can be used as a stand-alone application or in conjunction with MedicalDirector Blue Chip. The following instructions describe how to install Day Surgery on a computer in **stand-alone mode**. Instructions for installing Day Surgery with MedicalDirector Blue Chip are also available from the MedicalDirector Knowledge Base at <http://www.medicaldirector.com/kb>

Before You Begin

In order to run Day Surgery, you must have Microsoft Access installed and ensure that its 'Macro Settings' have been enabled. The procedure for doing this varies between versions of Access. *Please consult your Systems Administrator if you require assistance.*

Installing Day Surgery as Stand-Alone

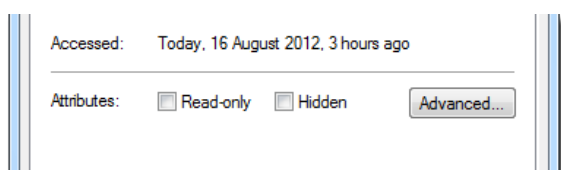
1. Insert the Day Surgery CD to your computer's CD drive. If you are prompted by windows to take any action, ignore/cancel it.
2. On your computer's C: drive, create a folder called DS*. You will eventually copy the Day Surgery files from the CD to this folder, as explained following.

**MedicalDirector's naming conventions for the Day Surgery folder dictate that NSW is the only State where the folder is named 'DS'. All other states include a suffix: VIC = DSV, DSQ = QLD, DSS = SA, DSA = ACT, DSW = WA.*

3. Navigate to the Day Surgery CD.
4. Locate and copy the three Day Surgery database files: **DS Data.mde**, **DS Episodes.mde**, **DS.mdb**.

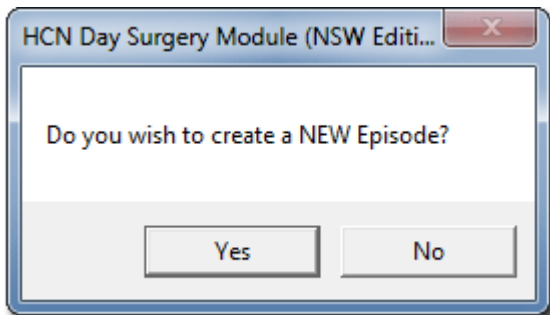
Note: if your Windows has been configured to hide file extensions, you will only see the file names of DS Data, DS Episodes, and DS.

5. Navigate back to the new DS folder you created and paste the three Day Surgery files into it.
6. Right-click each file, select 'properties', and then from the Properties window that appears, ensure the Read-only check box is **unticked**.

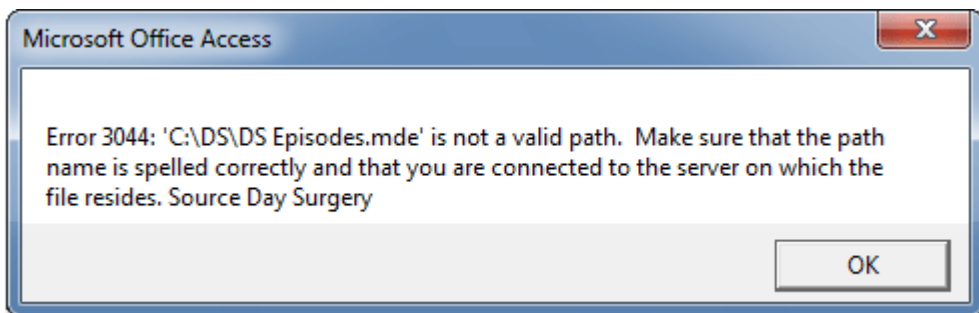


7. Replace the current permissions on the DS folder and its contents to ensure that all users have Full Control. *Please consult your Systems Administrator if you require assistance with this procedure.*
8. Within the DS folder, locate the DS.mdb file.
9. Right-click the DS.mdb file and select **Send to > Desktop (Create Shortcut)** from the menu that appears. *This creates a shortcut to the Day Surgery database and places it on your Windows Desktop.*
10. Navigate to the Day Surgery folder again, and then locate and double-click the DS file.

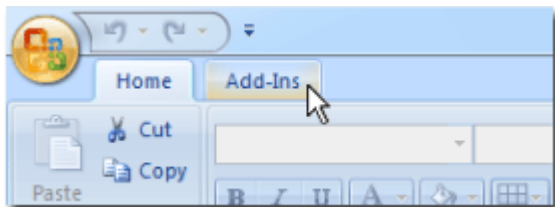
11. If prompted to create a new Episode, click **No**.



12. If prompted with the follow 'error' message, click **OK**. The path it refers to will be defined in the following steps.

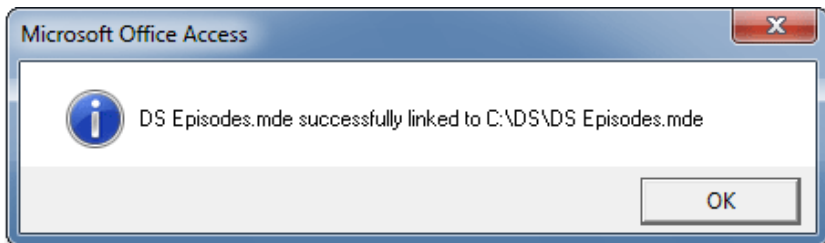


13. Within Access, select the **Add-Ins** tab.



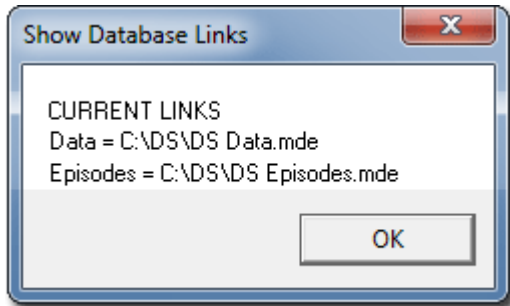
14. On the Add-Ins tab, select the **Advanced > Relink Databases > Episodes**.

15. When prompted, navigate to the DS folder you created earlier, and then click the **Open** button. You should be prompted that the link has been made successfully.



16. Repeat this process for **DS Data**.

17. You can check that the linking has been successful by selecting Advanced > Relink Databases > Show Links.



This concludes installation Day Surgery as a stand-alone application.

MedicalDirector Head Office
Level 5, 477 Pitt Street,
HAYMARKET NSW, 2000
Tel: +61 2 9906 6633
Fax: +61 2 9906 8910
www.medicaldirector.com
A.B.N. 76 068 458 515
Copyright© 2017