



MedicalDirector®
BLUECHIP

Day Surgery with Blue Chip Installation Guide

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 **in conjunction with Blue Chip**. Instructions for installing Day Surgery as a stand-alone application 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 on the Server Computer

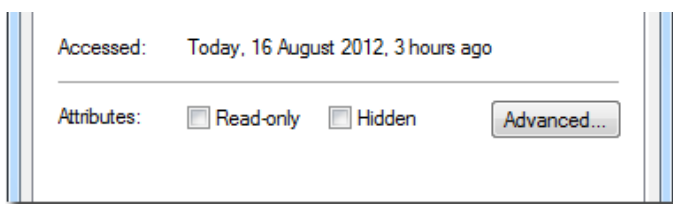
1. Insert the Day Surgery CD to your computer's CD drive. If you are prompted by windows to take any action, ignore/cancel it.
2. On your computer's C: drive, create a folder called DS*. You will eventually copy the Day Surgery files from the CD to this folder, as explained following.

** 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**.

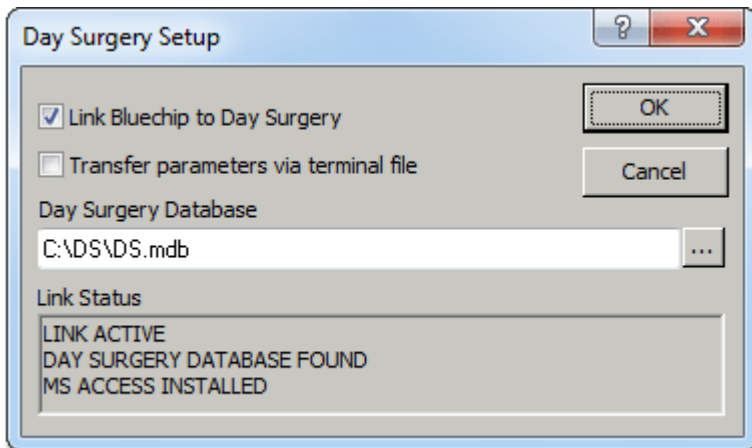
Note: if your Windows has been configured to hide file extensions, you will only see the file names of DS Data, DS Episodes, and DS.

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**.



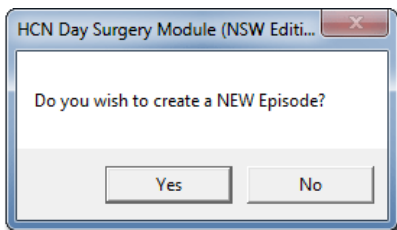
7. Replace the current permissions on the DS folder and its contents to ensure that all users have Full Control. *Please consult your Systems Administrator if you require assistance with this procedure.*
8. Open Blue Chip.
9. Within Blue Chip select **Setup > Practice > Links > Day Surgery**. The **Day Surgery Setup** window appears.
10. Tick the **Link Bluechip to Day Surgery** check box.

11. Click the **...** button, and then browse to the DS folder you created earlier, and select the DS.mdb file. Click the **OK** button to continue.

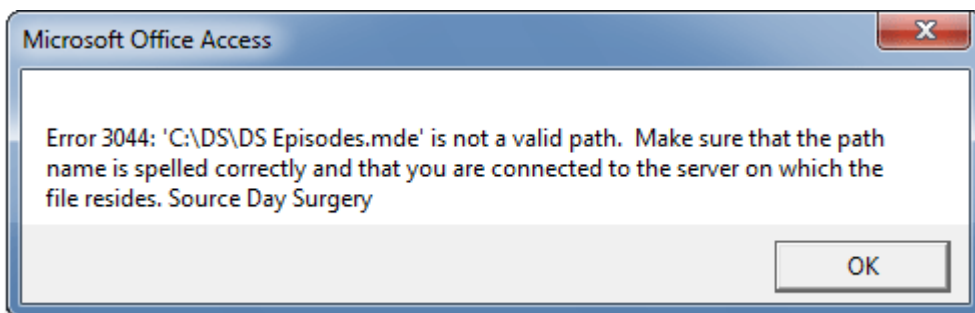


You should now see that the Day Surgery database has been found, as indicated above. If this window indicates that MS ACCESS cannot be found or is not installed, contact MedicalDirector Customer Care **now** for assistance.

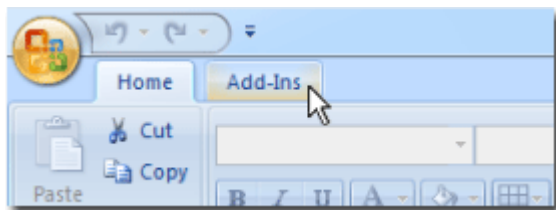
12. Open a patient's record.
13. Click the **F8 - Day Surgery** button. Day Surgery will be opened in MS Access.
14. If prompted to create a new Episode, click **No**.



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

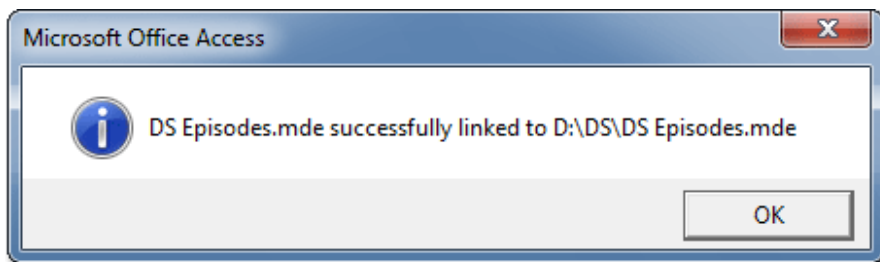


16. Within Access, select the **Add-Ins** tab.



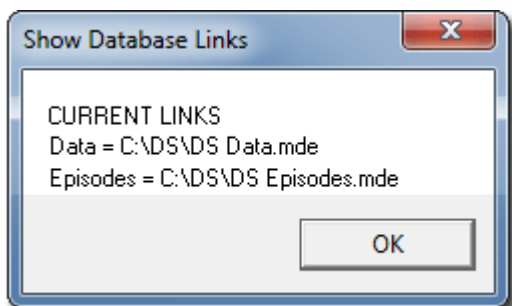
17. On the Add-Ins tab, select the **Advanced > Relink Databases > Episodes**.

18. 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.



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

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



This concludes installing and configuring Day Surgery for the Server Computer.

Installing Day Surgery on a Workstation Computer

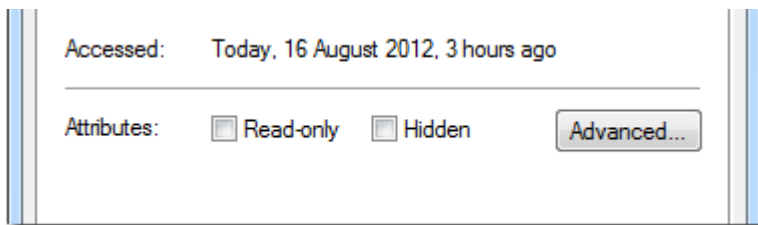
1. Insert the Day Surgery CD to your computer's CD drive. If you are prompted by windows to take any action, ignore/cancel it.
2. On your computer's C: drive, create a folder called DS*. You will eventually copy the Day Surgery files from the CD to this folder, as explained following.

**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.*

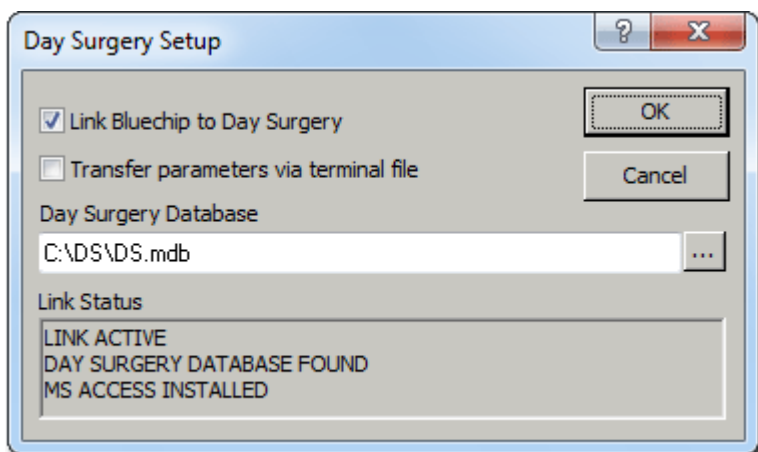
3. Navigate to the Day Surgery CD.
4. Locate and copy these Day Surgery database files: **DS Data.mde, DS.mdb.**

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

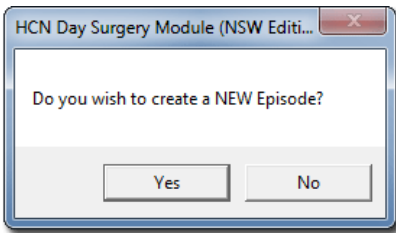


7. Replace the current permissions on the DS folder and its contents to ensure that all users have Full Control. *Please consult your Systems Administrator if you require assistance with this procedure.*
8. Open MedicalDirector Blue Chip.
9. Within MedicalDirector Blue Chip select **Setup > Practice > Links > Day Surgery**. The **Day Surgery Setup** window appears.
10. Tick the **Link Bluechip to Day Surgery** check box.
11. Click the **...** button, and then browse to the DS folder you created earlier, and select the DS.mdb file. Click the **OK** button to continue.

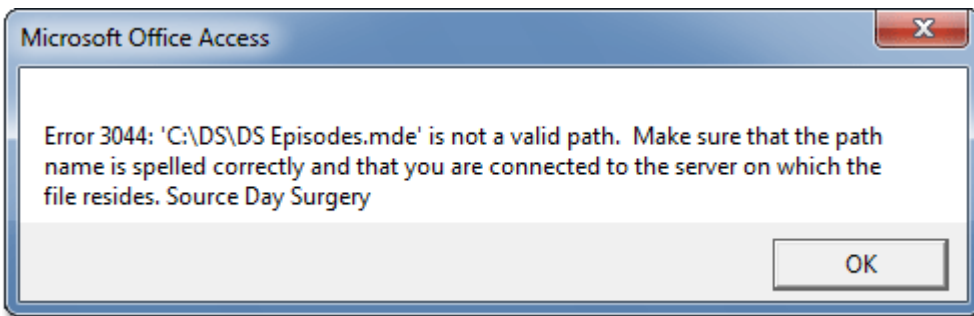


You should now see that the Day Surgery database has been found, as indicated above. If this window indicates that MS ACCESS cannot be found or is not installed, contact MedicalDirector Customer Care **now** for assistance.

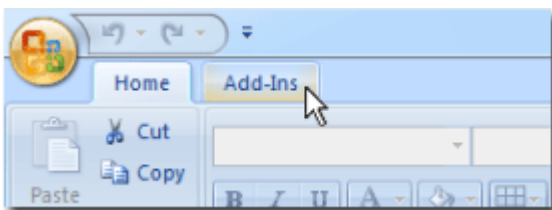
12. Open a patient's record.
13. Click the **F8 - Day Surgery** button. Day Surgery will be opened in MS Access.
14. If prompted to create a new Episode, click **No**.



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



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

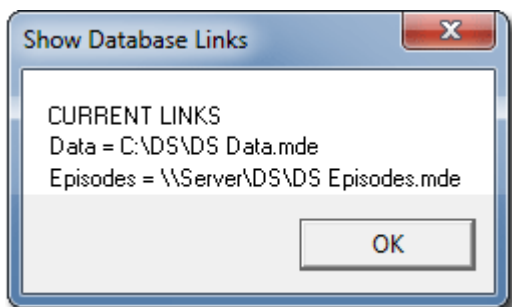


17. On the Add-Ins tab, select the **Advanced > Relink Databases > Episodes**.
18. When prompted, navigate to the DS folder *on the Server computer*, and then click the **Open** button. You should be prompted that the link has been made successfully.



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

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



This concludes installing and configuring Day Surgery for the Server Computer.

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