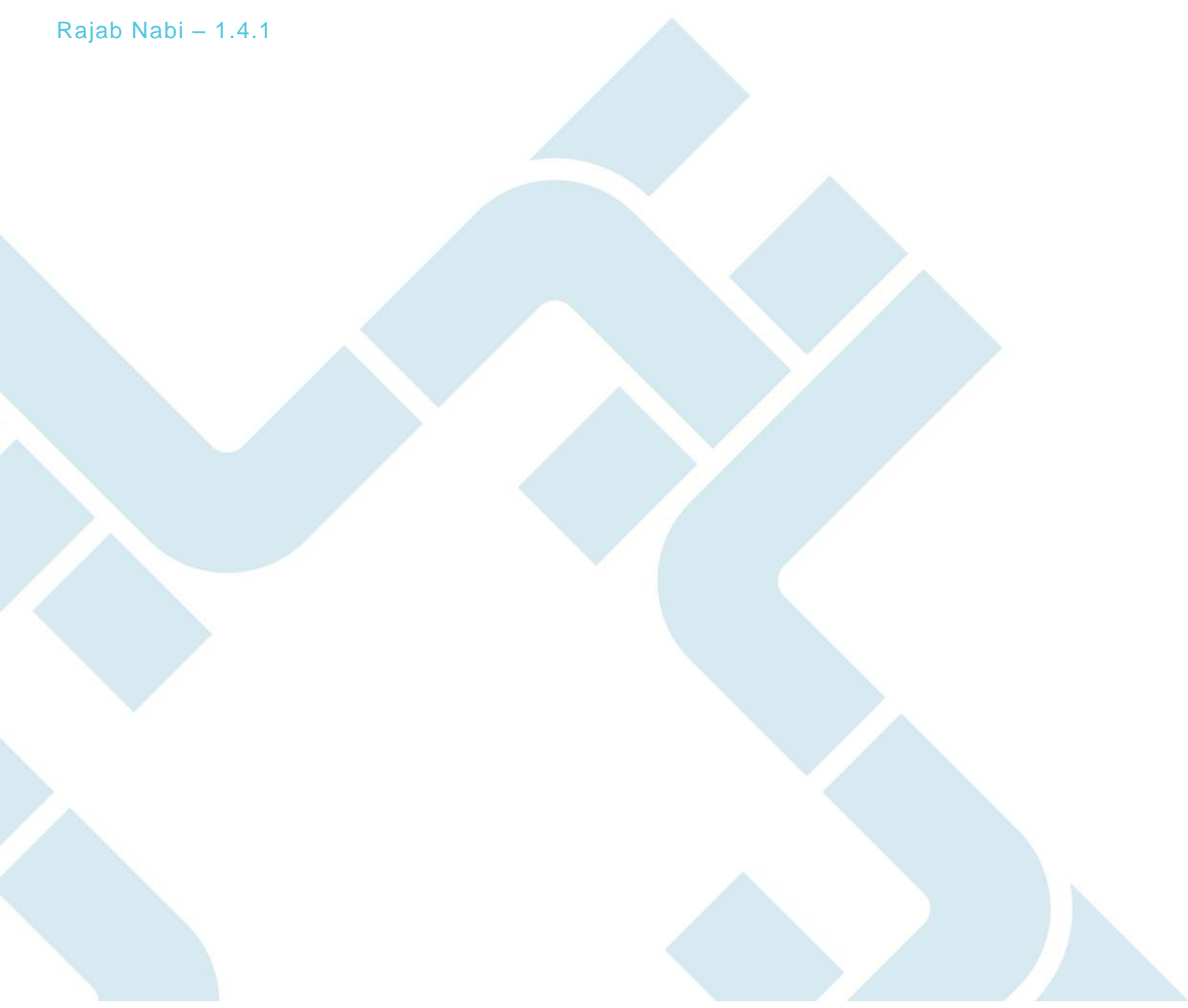


Installation Guide Companion

Applicable to set up Incisive **Specialist Practice Manager (SPM)** Systems for LAB, Referral, Discharge Summaries & Letters (RSD) messages

HealthLink Messaging System (HMS) 6.6.x

Rajab Nabi – 1.4.1



| Document History | | | |
|------------------|------------|----------------|---|
| Version | Date | Author | Comment |
| 1.0 | 27/12/2006 | Bhavesh Daya | |
| 1.1 | 10/09/2013 | Rajab Nabi | Added Setup section lookup in Incisive |
| 1.2 | 5/12/2013 | Rajab Nabi | Added more screenshots from Incisive |
| 1.3 | 10/12/2013 | Kyle Macdonald | New Branding |
| 1.4 | 05/02/2015 | Rajab Nabi | Updated with HealthDoc information. |
| 1.4.1 | 13/02/2015 | Rajab Nabi | Added requirement on HealthDocs schema file to be placed by Incisive. |
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1. Before you begin

- 1- If the practice is using Incisive version which is lower than **403.8**, than the practice will need correct **Healthdocs schema** file created by Incisive, to import Healthdocs messages.

To get this Healthdocs schema deployed the practice needs to contact Incisive helpdesk.

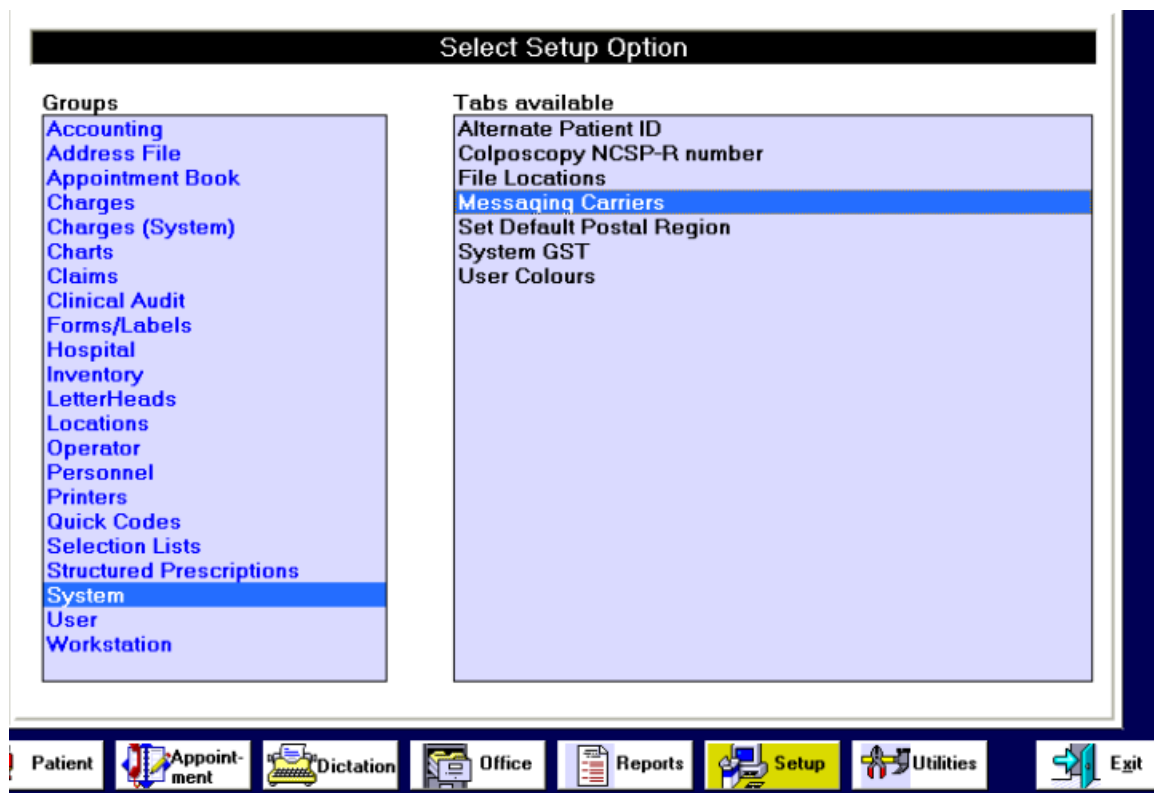
- 2- Make sure you have installed the latest version of HealthLink SIX messaging system (HMS version 6.6.x) in your system.

The *HLINK* directory described in this guide should be **shared** and users will need to have **full (read/write) permissions** to **Everyone**. We advise you to use network paths when you configure the HLINK directory.

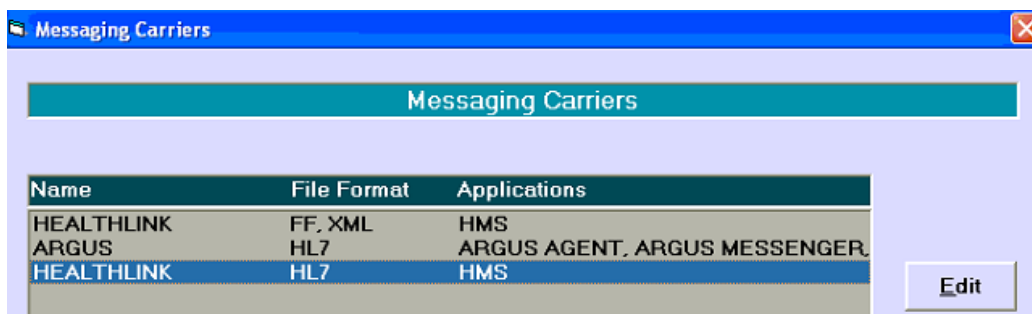
If you are unsure on any of the above, please contact the HealthLink Helpdesk on 0800 288 887

2. How to check Healthlink Config in Incisive

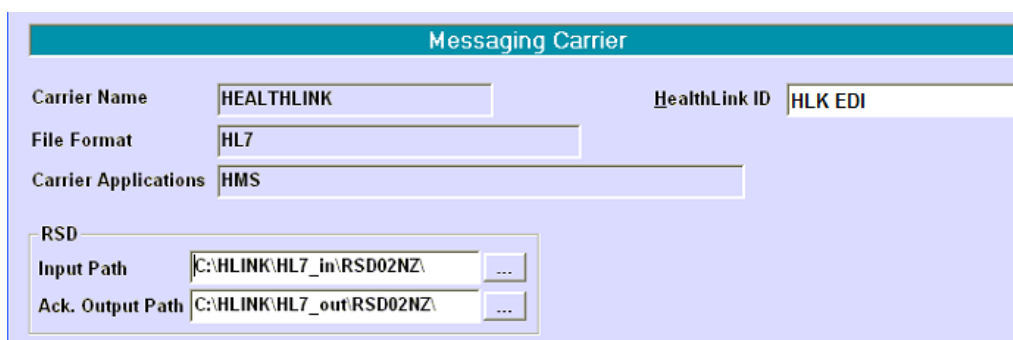
2.1 Setup > System > Messaging Carriers



2.2 Check HL7 v2.4 RSD Settings



Select the second HEALTHLINK HL7 and click on the Edit button to check settings.



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2.3 Check XML HealthDoc Settings

Select the first HEALTHLINK FF XML listing and click on the Edit button to check settings.

Check if HealthLink HealthDoc file paths are pointing to correct location.

2.4 Check FF v2.3 RSD & FF v2.1 ORU Lab Settings

Select the first HEALTHLINK FF XML listing and click on the Edit button to check settings.

Check if HealthLink FF v2.3 and FF v2.1 file paths are pointing to correct location.

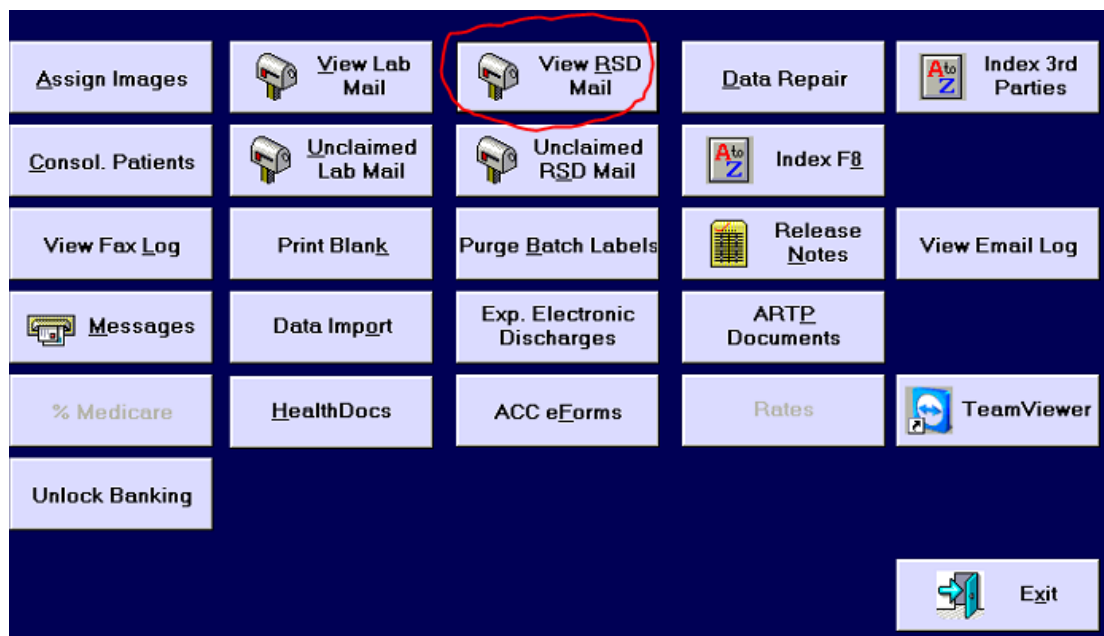
3. Importing message in Incisive

3.1 Appointment > Transfer

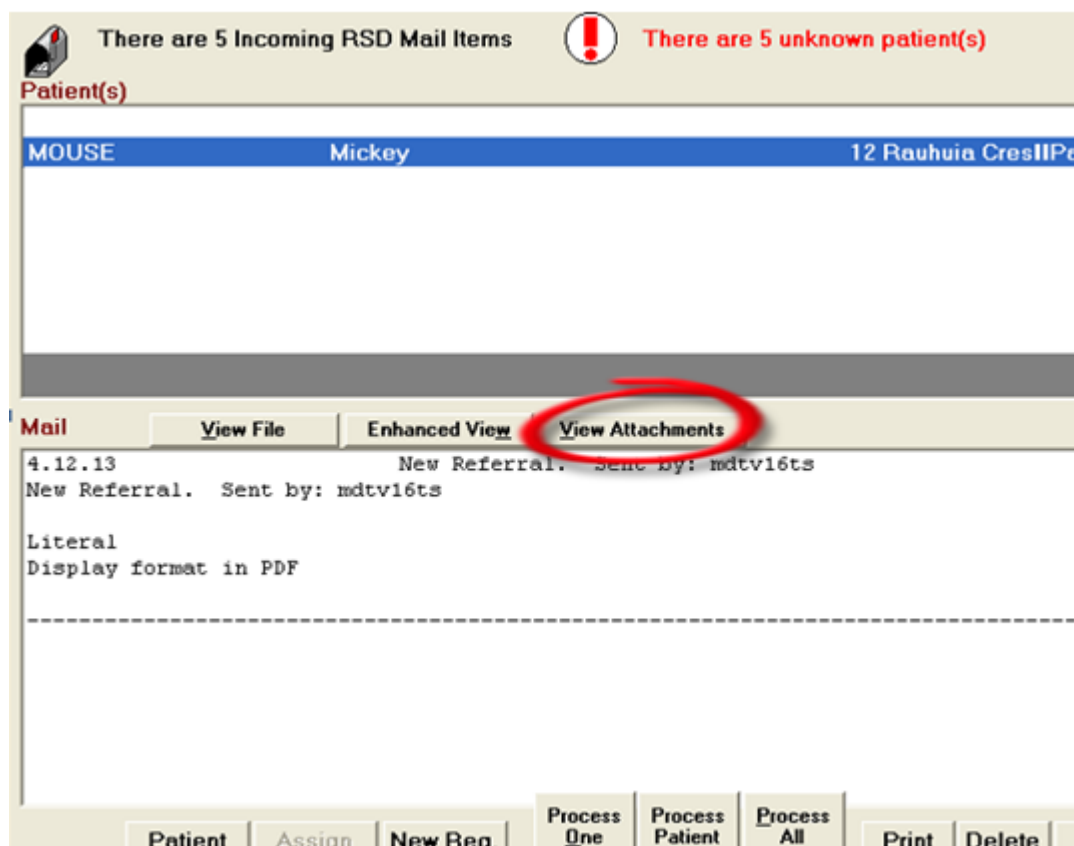


4. How to view RSD Letters in Incisive

Once the message has been imported by Incisive click on **View RSD Mail**

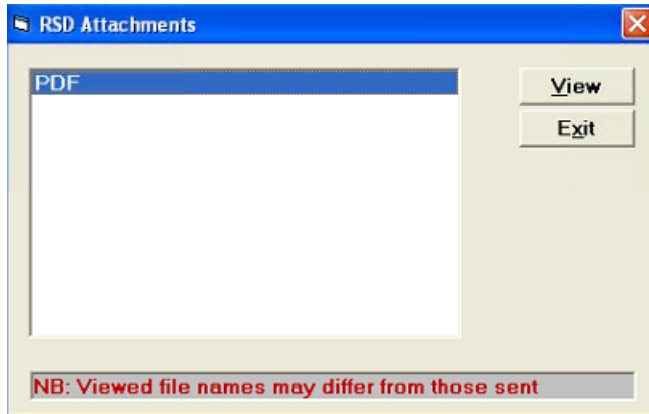


Highlight the file and click on View Attachments.



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Select PDF and Click on View.



View of PDF Message

Josie Sinclair Referral Form

Patient: MICKEY MOUSE, 47yrs, NHI HUX8660, M, DOB 01/11/1966, PH 09 555 555, 0800288887, 021022026
 NEWMARKT, Newmarket, Auckland 1023
 Referred by: Sam Entwistle, Millstone Family Practice, NZMC 123456, PH 09 358 0117, FAX 789457
 Referral date: 28/11/2013 13:21:12 (Test Referral)

General Surgical

ACC
 ACC claim: Not Specified
 Reason for Referral: This is a test referral to make sure that you can receive a new type of referral
 Provisional Diagnosis: HealthLink will be in contact with you shortly regarding this message
 History: If you have any concerns please call Timothy Choy on +64 9 3547279
 Examination: Regards, Timothy Choy

Measurement Details

| Date | Code | Value |
|------|--------|-------|
| | Height | |
| | Weight | |

| Date | Code | Value |
|------|------|-------|
| | BMI | |
| | BP | |

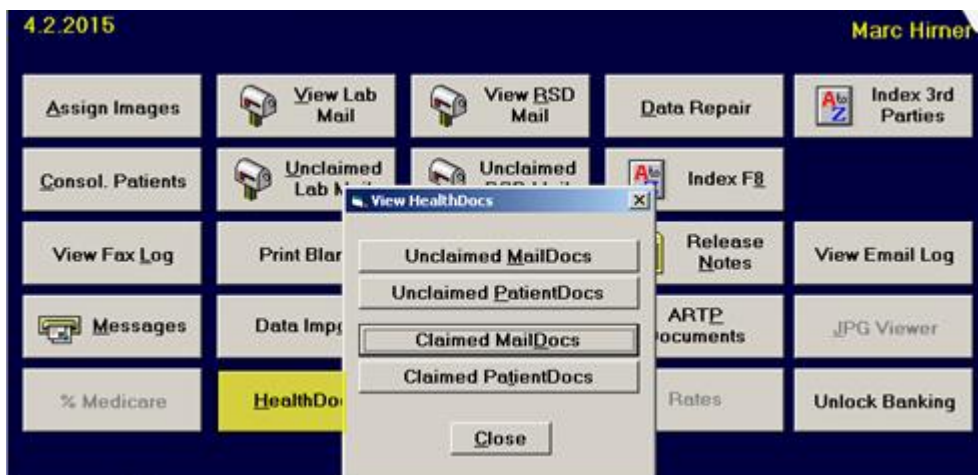
Administrative Details

Referral number: PSR-1845 Referral creation date: 28/11/2013 13:20:43
 Facility: Josie Sinclair; Suite 4 101 Remuera Road Remuera Auckland Referred for: Outpatient Appointment
 Referral date: 28/11/2013 13:21:12 Referral type: First Specialist Assessment
 Service referred to: Josie Sinclair Referral Form
 Form version: 4.2.0.1.18074-56-384-CasewGeneralSurgical
 Processing ID: T
Eligibility
 Is patient eligible: Not Specified

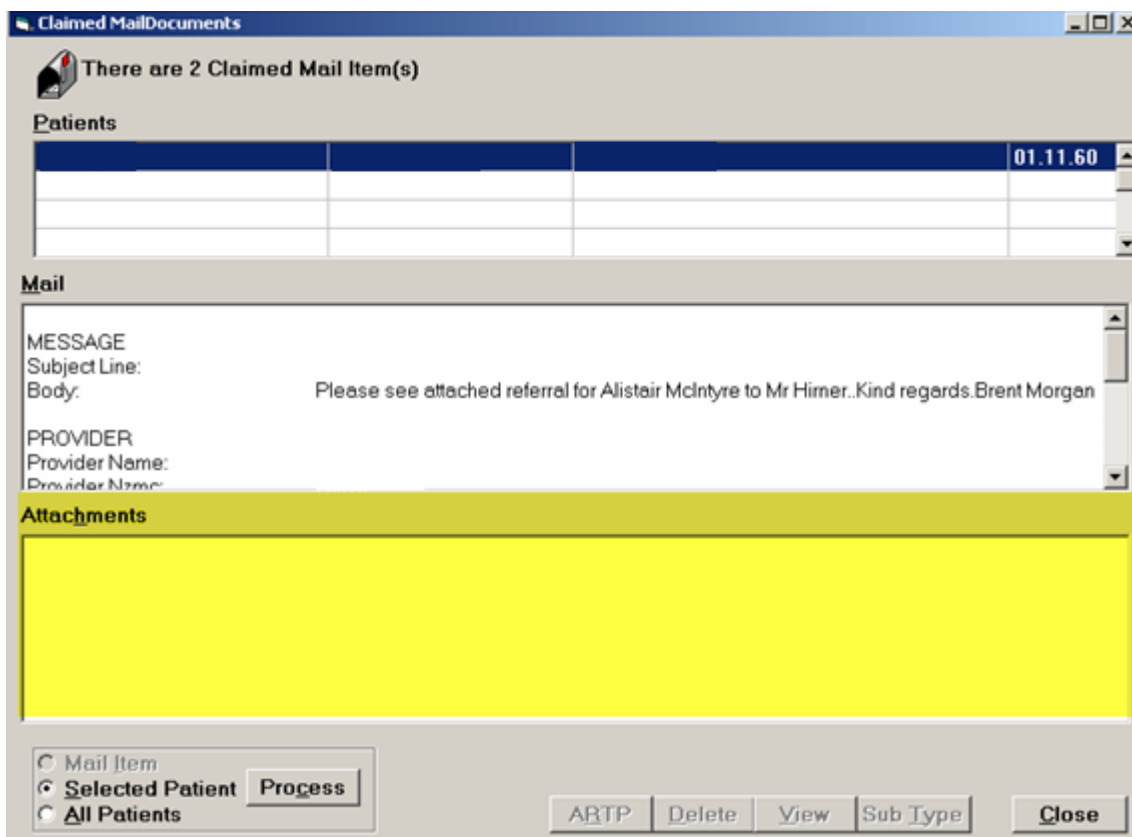
5. How to view HealthDoc in Incisive

Once HealthDoc message has been imported by Incisive, click on **Utilities>HealthDoc**.

If the message was matched to a user/provider click on **Claimed MailDocs**, and if the message was not matched to user/provider click on **Unclaimed MailDocs** button.

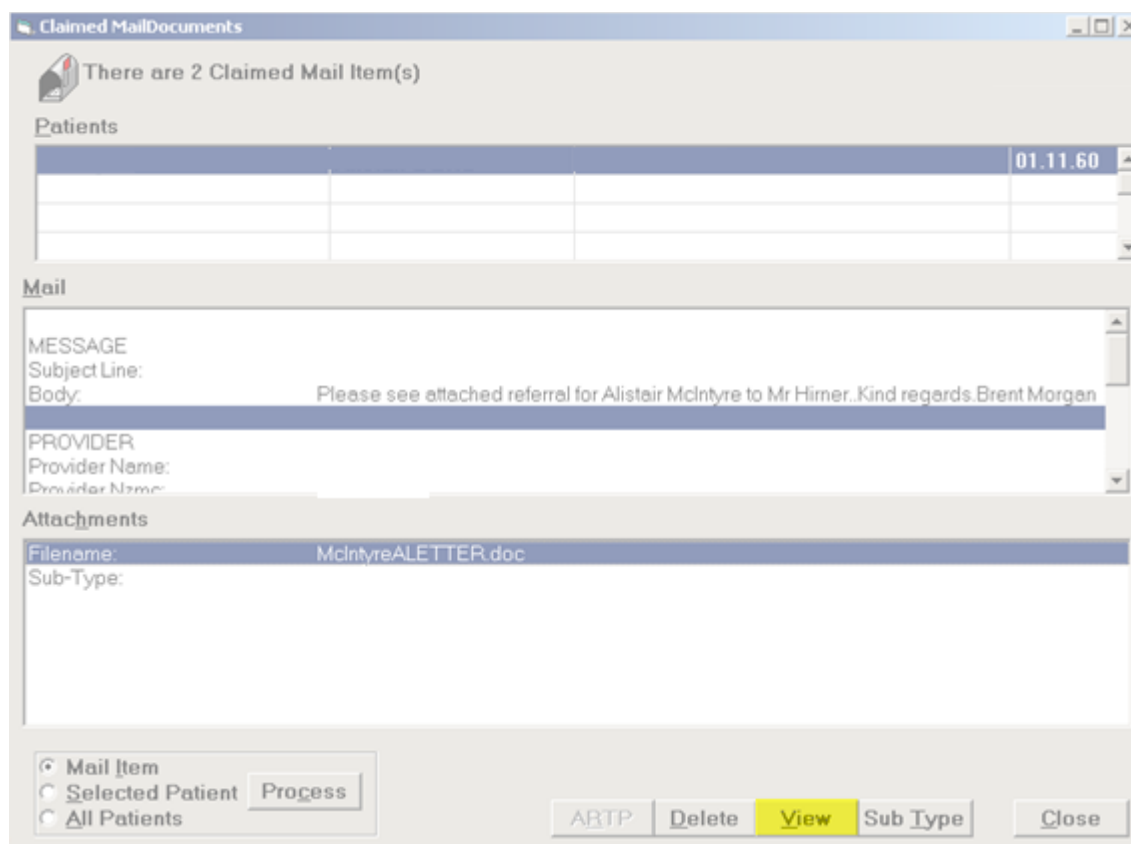


From claimed/unclaimed message list select correct patient and then click into the Mail section to display the name of attachment.



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From the attachments section select the required attachment and then click on view button to load the attached document into appropriate viewer.



27 January 2015

Orthopaedic Surgeon
 Whangarei

Dear Mr Hirner,

Problem: (L) Medial and posterior knee pain
Impression: (L) Medial meniscal pathology

Thank you for seeing [redacted] for his (L) medial-posterior knee pain.

[redacted] gives a history of straining his knee when he was stepping up high into digger, twisting awkwardly straining back of knee. There was no significant swelling at the time. Since this he

Once processed, the letter will display in Patient Files as 'Mail In'

New Zealand

Phone toll free: 800 288 887

7.00am – 7.00 pm Monday-Friday
(AEST)

Australia

Phone toll free: 1800 125 036

7.00am – 7.00 pm Monday-Friday
(AEST)

Email

helpdesk@healthlink.net

If there is a communication problem.

Make it our problem.

www.healthlink.net