



**RXSQL
Medicare Australia Online
Medicare Reason Code Update
(1st January 2008)**

Release Notes



These Release Notes contain important information for all RXSQL users. Please ensure the Release Notes are circulated amongst all your staff. We suggest these should be filed safely for future reference.

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For further information on this release, or any other queries regarding the Medicare Reason Code Update, please contact the MedTech Helpdesk on 1300 362 333 → Option 1 → Option 2, or email ausupport@medtechglobal.com.

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Introduction

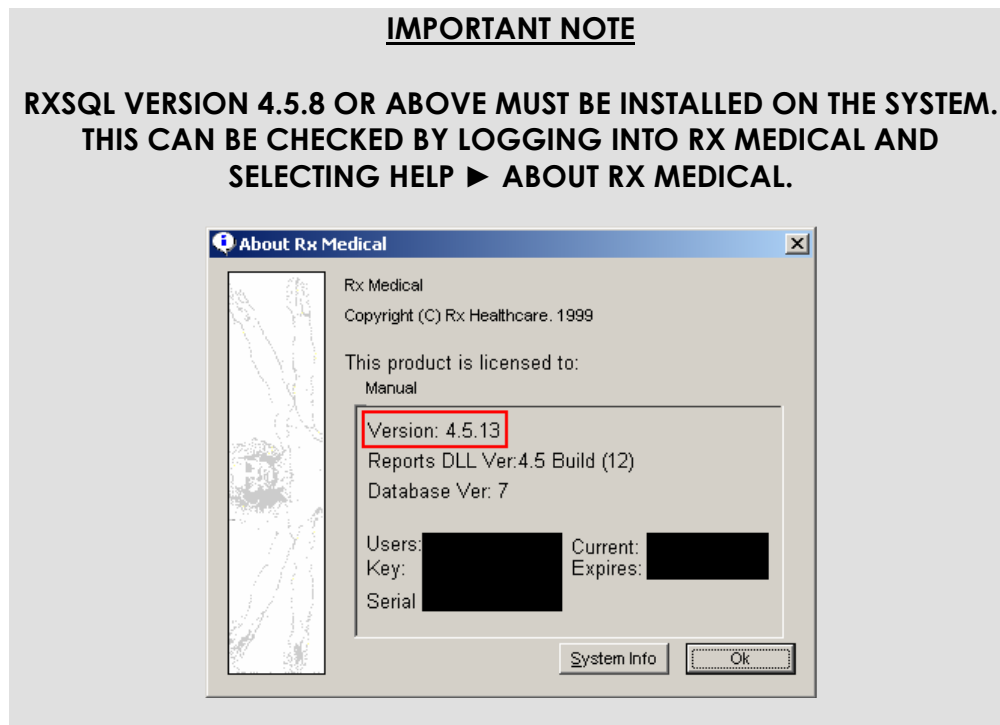
Medicare Australia has advised that some of the Medicare Reason Codes will be changing from 1st January 2008. This update will add the new Medicare Reason Codes to your databases and also update any existing Medicare Reason Codes that have been changed.

As of 1st January 2008, explanatory wordings used for particular Medicare Reason Codes will change; however, the meaning of these Reason Codes will stay the same. The reason for this change is to make the descriptions of reason codes easier to understand.

Once the update has been completed, all existing and any new Exception Reports received from Medicare Australia from now onwards will display and print the new Medicare Reason Codes explanatory wordings.

Pre-requisites

Please review the following prerequisites and ensure they are met prior to installation:



- Your practice MUST be on a Medicare Australia Online (or HIC Online) version of RXSQL. If you ARE NOT on RXSQL Version 4.5.8 or above, please DO NOT continue.
NOTE: This update does not apply to MedClaims practices.
- Ensure the person(s) who will be performing the upgrade have read through the fax notification and this release notes.
IMPORTANT: These documentations contain valuable information that, if not read, could seriously affect the upgrade progress and/or possible down time of your network.
- Ensure you are ALWAYS logged onto Windows with administrative rights when performing ANY installation, update, or maintenance tasks.
- Although this update can be run on the RXSQL Server at any time, it is a good practice to ensure ALL users (including remote users) have logged out of RXSQL and ALL scheduled utilities, backup or maintenance tasks that require access to the databases have been stopped.

Installation

The Medicare Reason Codes Update must be run on the RXSQL Server machine, i.e. the machine where Microsoft SQL Server is installed.

1. Ensure that you are on RXSQL Version 4.5.8 or above. This can be checked by logging into RX Medical and selecting **Help ► About RX Medical** (see *pre requisites* above).
2. Visit our website at www.medtechglobal.com.
3. Click on the button **AUS** on the left hand side of the screen. The MedTech Global Australia page will be displayed.



4. Select from the Top Menu, **Products ► RX Integrated Clinical ► Downloads**. The Australia's Download Centre page will be displayed.

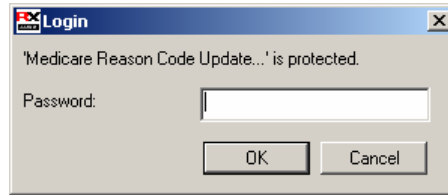


5. Here you will find the **Medicare Reason Code Update (Jan 2008)** under the **RXSQL** section.



6. If the File Download Security Warning dialogue box appears, select the **Run** option.
7. If the Open File Security Warning dialogue box appears, select the **Run** option.

- The Update will then begin to run. You will then be prompted to enter the Login Password. This Password has been supplied to you separately via fax.



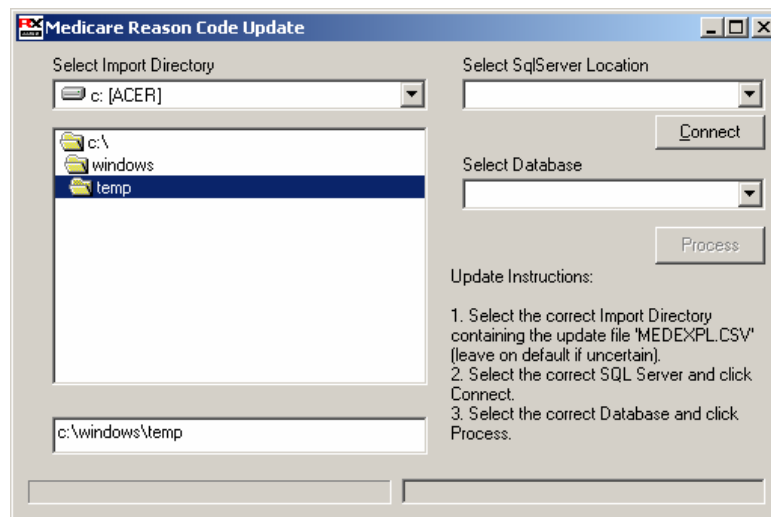
NOTE: You are only eligible to receive the Password if you are currently paying for maintenance support fees.

If you have not received the Login Password by fax, or you are not currently paying for maintenance support fees but would like to re-subscribe in order to obtain this update, please contact the MedTech Helpdesk on 1300 362 333 → Option 1 → Option 2.

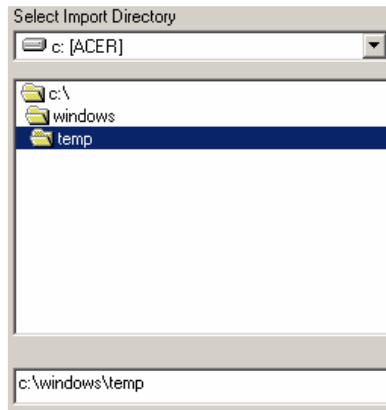
- Enter the Login Password, then Click on the **OK** button to being running the Update.

NOTE: This password is case sensitive.

- The Medicare Reason Code Update screen will be displayed:

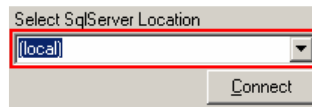


11. By default, the correct **Import Directory** has already been selected automatically on the left hand side on the screen.



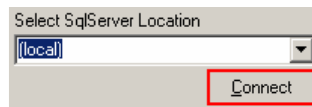
If this is incorrect, you can manually select the correct drive and folder, or type in the full path at the bottom, where the update file *MEDEXPL.CSV* is located (leave on default if uncertain).

12. From the **Select SQL Server Location** dropdown list, select the correct SQL Server instance. By default, this should be **(local)** if SQL Server 2000 or MSDE 2000 is installed.



If **(local)** is not in the dropdown list, you can manually type in **(local)**. **IMPORTANT:** You must include the brackets when typing.

13. Click on the **Connect** button to connect to the selected SQL Server.

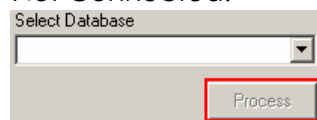


The status bar at the bottom will show the **Loading Databases** progress:

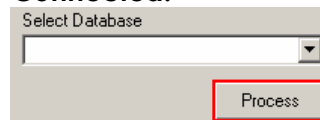


Once the connection is successful, the **Process** button will become available:

Not Connected:

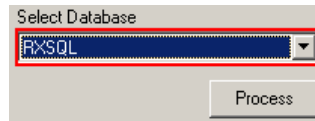


Connected:



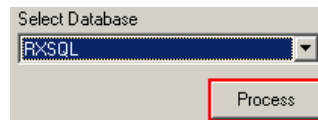
NOTE: If the default SQL Server (local) does not seem to connect, and you are uncertain which SQL Server instance should be selected instead, please contact your IT technician or service provider who has performed the Microsoft SQL Server installation and/or upgrade.

- From the **Select Database** dropdown list, select the correct database. By default, this should be **RXSQL**.



NOTE: If you are uncertain which database should be selected, please contact your IT technician or service provider who has performed the database installation and/or upgrade.

- Click on the **Process** button to apply the Update to the selected database.



The status bar at the bottom will show the **Upgrading** progress:



Once the Update is successful, the status bar will show **Finished**:



- Click on the  icon on the top right corner of the screen to exit the Update.

Should you require any assistance, please do not hesitate to contact the MedTech Helpdesk on 1300 362 333 → Option 1 → Option 2.