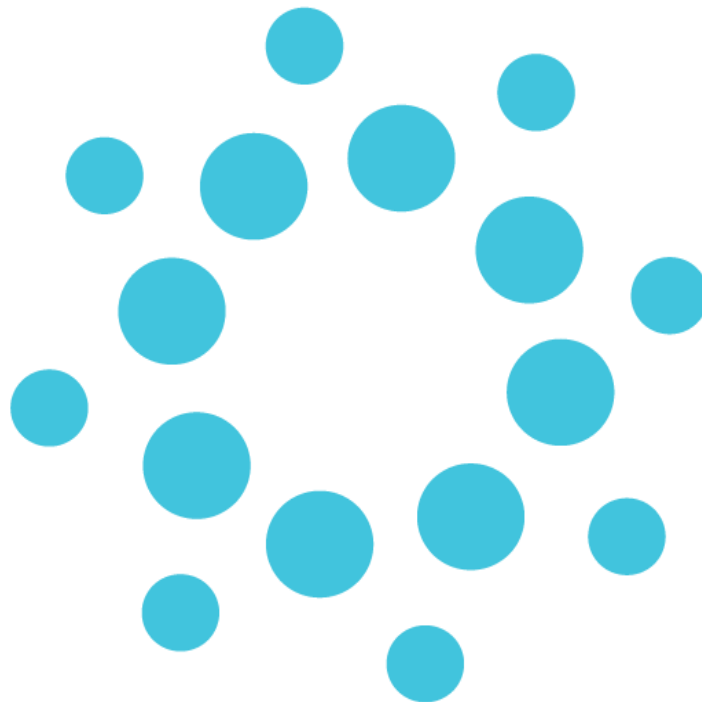


Release Notes

RXMW Australia

Medicare Benefit Schedule Update

01 Nov 2016



*These Release Notes contain important information for RXMW users.
Please ensure that they are circulated amongst all your relevant staff.
We suggest that they are filed safely for future reference.*

Table of Contents

For further information on this release, or any other queries regarding the MBS Update (01 Nov 2016), please contact the Medtech Helpdesk on 1300 362 333 ► Option 1, or email support@medtechglobal.com.

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Introduction

The MBS Update (01 Nov 2016) updates any Medicare Benefit Schedule (MBS) Items which have had the following details changed since the last MBS Update (Nov 2016):

Newly Included MBS Items

6018,6019,6023,6024,6025,6026,6028,6029,6031,6032,6034,6035,6037,6038,6042,6051,6052,6057,6058,6059,6060,6062,6063,6064,6065,6067,6068,6071,6072,6074,6075,11219,12017,12022,12024,12325,12326,30072,30654,30658,31206,31211,31216,31221,31356,31357,31358,31359,31360,31361,31362,31363,31364,31365,31366,31367,31368,31369,31370,31371,31372,31373,31374,31375,31376,45201,45202,63487,63488,63489,63490

Note: Item 11219 is not included as auto update in this release by MBS although it's listed in the new item. If required users are advised to add this item manually by verifying the www.mbsonline.gov.au web site.

Deleted MBS Items

12015,12018,30653,30656,30659,30660,31200,31205,31210,31215,31230,31235,31240,31255,31256,31257,31258,31260,31261,31262,31263,31265,31266,31267,31268,31270,31271,31272,31273,31275,31276,31277,31278,31280,31281,31282,31283,31285,31286,31287,31288,31290,31291,31292,31293,31295,31300,31305,31310,31315,31320,31325,31330,31335

Description Amended MBS Items

11215,11218,12000,12003,12012,12021,30071,31220,31225,31340,34103,45000,45003,45018,45200,45203,45206,45207,48424,49303,49366

Fee Amended MBS Items

12021

SUMMARY OF CHANGES

At the time of writing, the Nov 2016 changes were summarized on the **Medicare Australia** web site:

<http://www.mbsonline.gov.au/internet/mbsonline/publishing.nsf/Content/News-2016-11-01-latest-news-Nov>

Should you require any assistance, please do not hesitate to contact the Medtech Helpdesk on 1300 362 333 ► Option 1, or email support@medtechglobal.com.

IMPORTANT NOTE

The MBS Update DOES NOT update any other fee scales such as Private, Workcover, AMA, and Health Funds. You must change these non-MBS fee scales MANUALLY via one of the following options:

Utilities → Items → General Tab

Utilities → Items → Update Tab → Update / Create Item Fee Levels

The MBS Update will always backup your current item fees, and record the date of changeover, before applying any new MBS fees. As a result, when an account is generated, RXMW compares the changeover date 01/05/2016 with the current date:

- If the date of service for an item is before the changeover date, e.g. 31/04/2016, RXMW retrieves and applies the old item fees
- If the date of service for an item is after the changeover date, e.g. 05/05/2016, RXMW retrieves and applies the new item fees.

NOTE: Once the MBS Update has been run, when adding or editing any items, it is no longer possible to set their old fees prior to 01 Nov 2016 for back-dated billing:

- For any new items added or imported manually from the MBS Database – after running the MBS Update, if it is necessary to back-date any such items to before 01 Nov 2016, users must change each item manually to their old fees in each invoice.
- For any existing items – after running the MBS Update, it is no longer possible to edit their old fees manually from Utilities ► Items ► General Tab, and it is no longer possible to import their old fees from the MBS Database.

Pre-requisites

Please review the following pre-requisites and ensure they are met prior to running the Update:

- Ensure the person(s) who will be performing the upgrade have **READ THROUGH** the fax notification and this release notes

IMPORTANT: These documents contain valuable information that, if not read, could seriously affect the upgrade process 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
- Ensure you have a **COMPLETE** backup of ALL databases

Pre-requisites for Database Backup

Please review the below pre-requisites and ensure they are met prior to backing up the database:

- ✓ Ensure ALL users (including remote users) have **LOGGED OUT** of RXMW – including remote users and idle users in Terminal/Citrix sessions
- ✓ Ensure all the Services that access the RxMW Medical Database have been STOPPED:

Note: This includes any other Custom/Third-party Applications and Reporting Utilities not supplied by Medtech, etc.

- ✓ **ALL Scheduled Tasks** and/or **ALL Backup/Maintenance Tasks** have been STOPPED – e.g. Database File Backup, SQL Backup/Restore, SQL Database Maintenance tasks, etc.

IMPORTANT NOTE

WARNING: It is HIGHLY recommended to employ ONLY qualified system engineers when performing ANY installation and upgrade. The consequences of ruining a database during upgrade could possibly lead to data corruptions, and as a result – data loss and systems downtime.

If in doubt, please consult with your IT technician/service provider, or contact one of the Medtech Channel Partners listed on our web site:

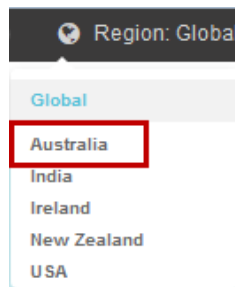
<http://www.medtechglobal.com/au/support-au/channel-partners-au/>

Installation

The MBS Update (01 Nov 2016) must be run on the RXMW Server machine, i.e. the machine where Microsoft SQL Server 2000 (or MSDE 2000) is installed. The following procedures ONLY need to be run ONCE for EACH practice (or once per database if your practice has multiple databases).

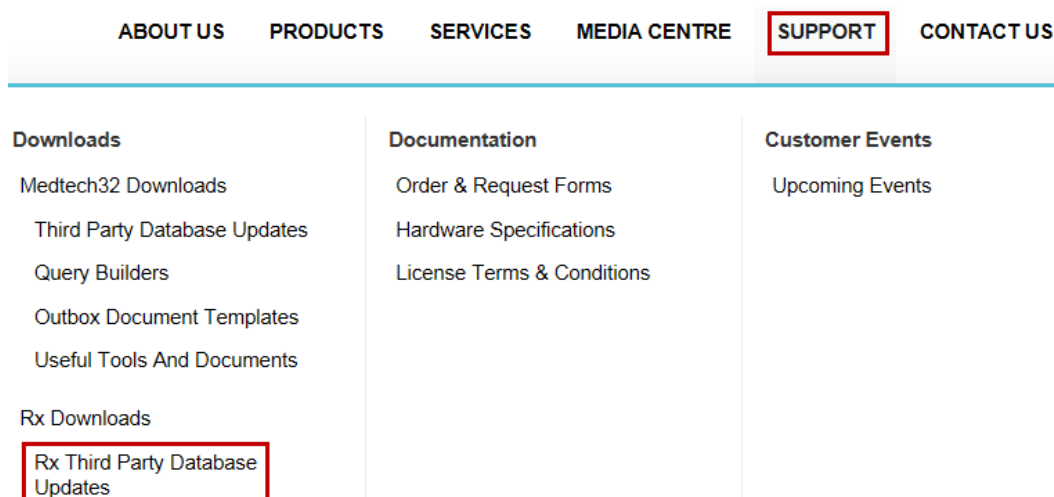
NOTE: If you are uncertain which computer is the RXMW Server, please contact your IT technician or service provider who has performed the RXMW and Microsoft SQL Server (or MSDE) installation and/or upgrade.

1. Please visit our website at <http://www.medtechglobal.com/global/>.
2. Select **Region: Australia** from the Region dropdown list on the top right corner of the screen.

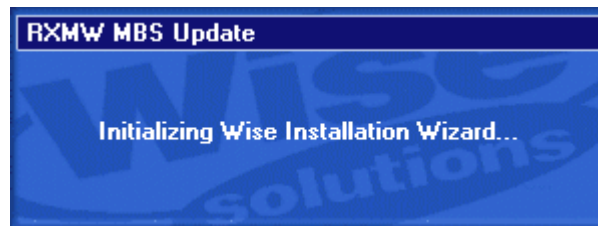


The Australia Home Page will be displayed.

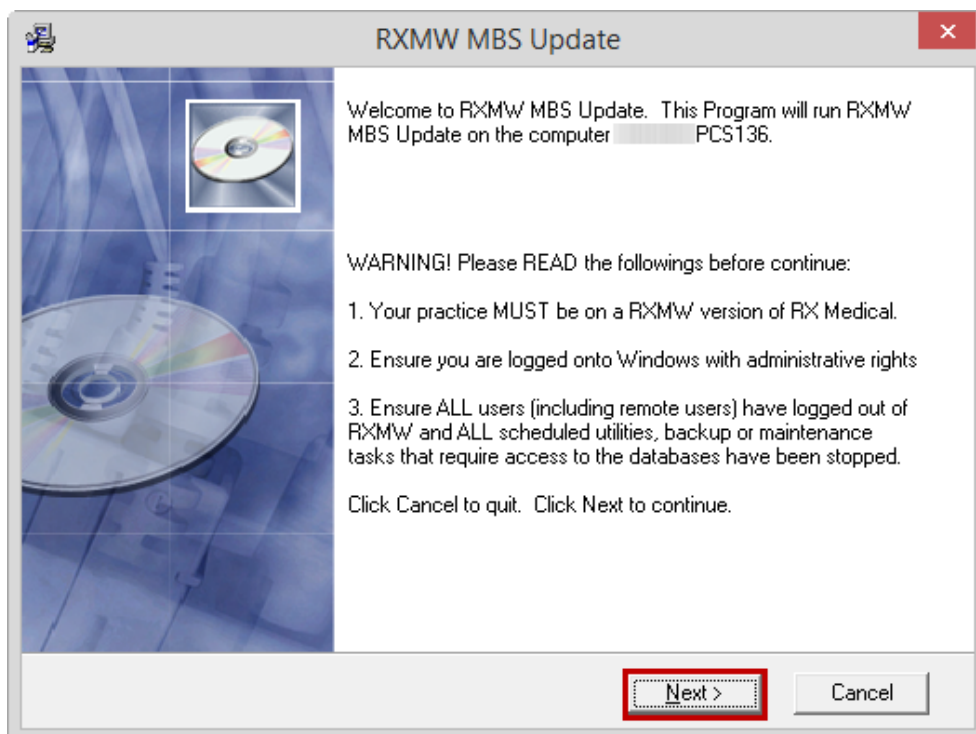
3. Select from the top menu, **Support ► Rx Downloads ► Rx Third Party Database Updates**. The Rx Third Party Database Updates page will be displayed.



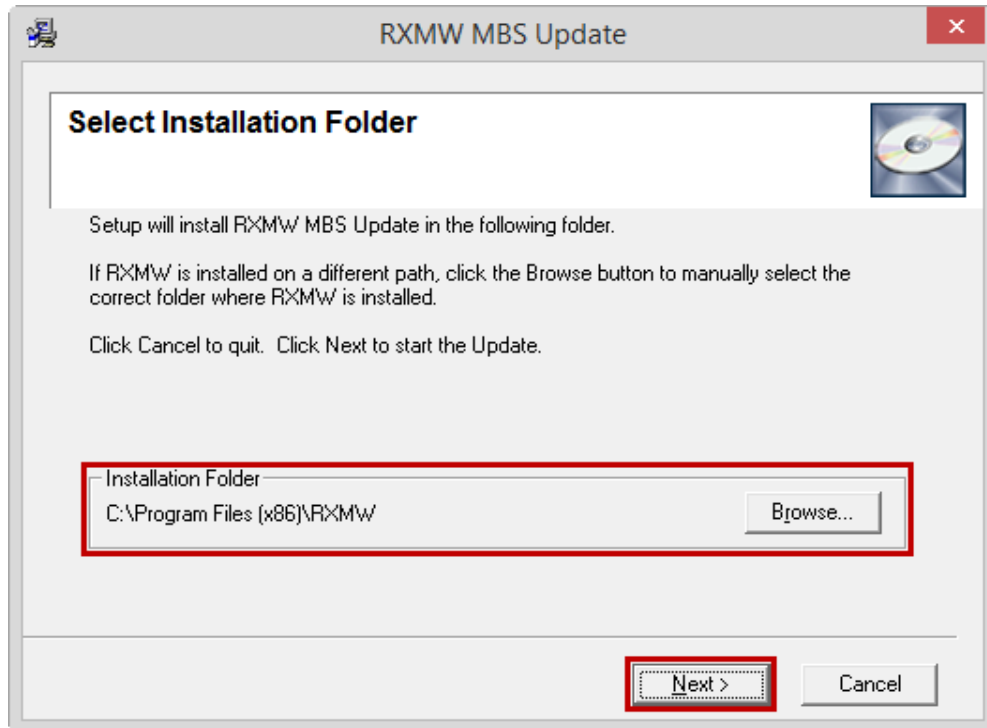
4. Here you will find four sections:
 - **RxSQL V6.3 or above Updates**
 - **RxSQL V6.0 to V6.2 Updates**
 - **RxSQL Version 4.5x to 5.x Updates**
 - **RxMW Updates**
5. From the **RxMW Updates** section, click on the link **01 Nov 2016 MBS Update** and download the MBS installer from the File Attachment 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.
8. The Update will then begin to run.



9. The **Welcome** screen will be displayed. Please READ THROUGH the onscreen instructions CAREFULLY, then click on the **Next** button.

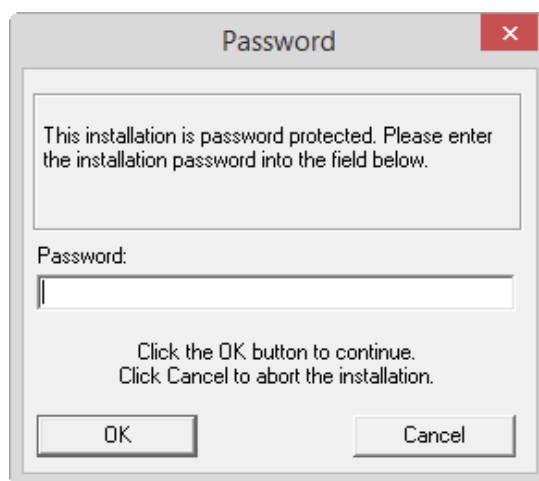


10. The Select Installation Folder screen will be displayed. By default, the **Installation Folder** is set to **C:\Program Files\RXMW**. If RXSQL is installed on a different path, you **MUST** click on the **Browse** Button to manually select the correct **Installation Folder** where RXSQL is installed. Click on the **Next** button to continue.



NOTE: If you are uncertain where RXMW is installed, please contact your IT technician or service provider who has performed the RXSQL installation and/or upgrade.

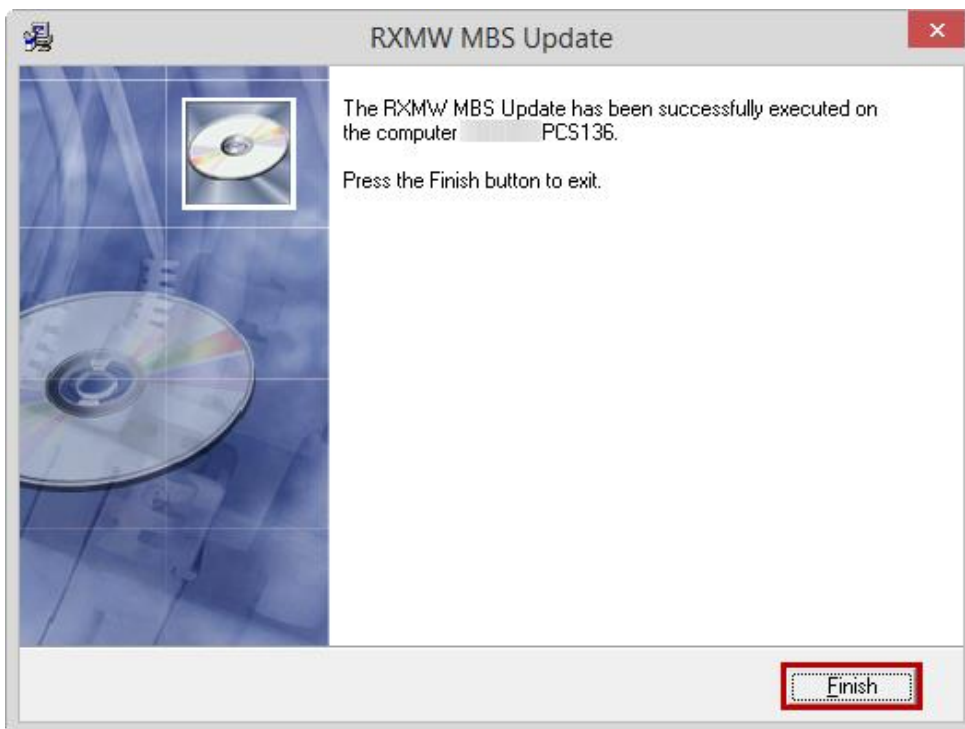
11. You will then be prompted to enter the **Password**. This **Password** has been supplied to you separately via fax.



NOTE: This password **is not** case sensitive. You are only eligible to receive the Password if you are currently paying for maintenance support fees.

If you have not received the 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.

- Enter the **Password**, and then click on the **OK** button to start the Update. The MBS Update utility will begin to run, and upon its completion – the following RXMW MBS Update Screen will be displayed.



- Click on the **Finish** button to exit the Update.

IMPORTANT NOTE

If the **Upgrading MBS Database** process finishes immediately, the **MBS Update** Nov not have completed successfully. If this happens, please contact the Medtech Helpdesk on 1300 362 333 ► Option 1 for assistance.

Update MBS Items

The following **Update MBS Items** procedures can be run from any RXSQL Server or Client machines, i.e. any machine where RX Medical application is installed. These procedures ONLY need to be run ONCE for EACH practice (or once per database if your practice has multiple databases).

1. Ensure you are logged onto the correct database in RX Medical to apply the **Update of the MBS Items**, i.e. select the correct **ODBC Name** from the RX Medical Logon Screen. By default, this should be **RXMW**.

NOTE: If your practice has Security Permissions setup within RXMW, ensure you are logged onto Windows as a user with permissions for "Add/Modify Items".



2. Select from the Menu, **Utilities ► Medical Items**, the Item Details screen will be displayed. Then click on the **Update Items** tab.

Medical Item Details

General | Fee Names | Discounts | Assistance Items | **Update Items**

Date of Item Change Over: 01/05/2016

Update Item Fee Levels

Select Fee Level to Update: Private Fee

Base Fee for Calculation: Private Fee

Update Fee Level By: Flat Rate

Enter amount of increase: 0.00

Roundup By: 5 Cents

Update Items From MBS Database

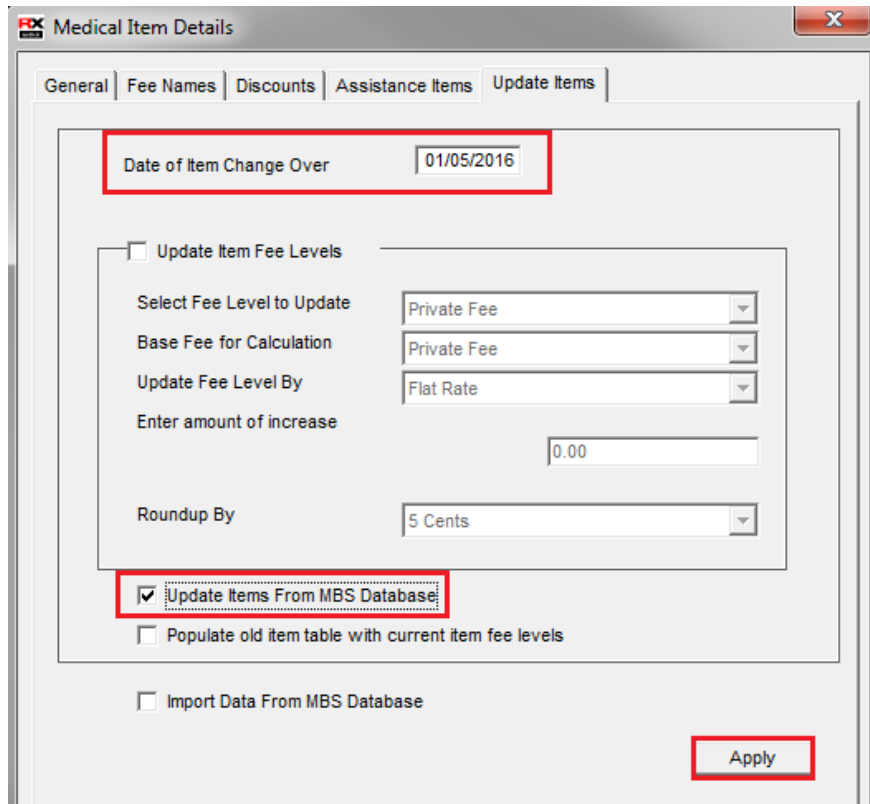
Populate old item table with current item fee levels

Import Data From MBS Database

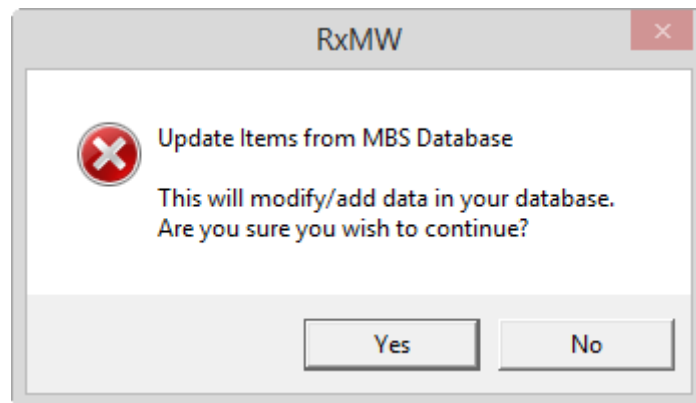
Apply

OK Cancel

3. Tick the checkbox **Update Items from MBS Database** and then click on the **Apply** button. Note the Date shown in your Date of Item Change Over will show the last time that the update had been run.

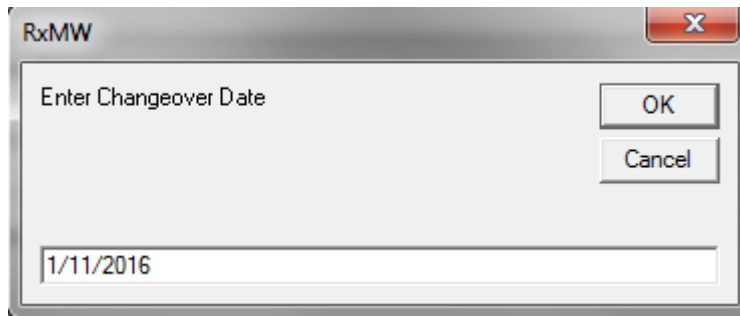


4. The Update Items from MBS Database dialogue box will be displayed. Click on the **Yes** button to start the Update.

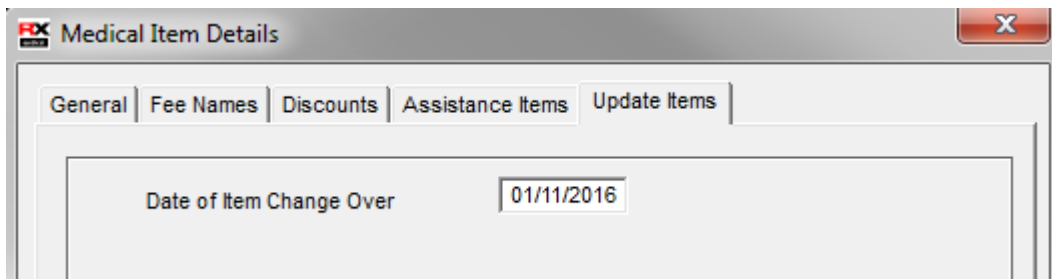


5. The **Enter Changeover Date** dialogue box will be displayed. Enter the date 01/05/2016 in the bottom field, then click on the **OK** button.

NOTE: The date MUST be typed in the format dd/mm/yyyy.



6. The **Update** will be process and populate old items with current item fee levels.
7. The **Date of Item Change Over** will now show **01/11/2016** at the top of the Medical Items → **Update** tab. Click on the OK button at the bottom right of the screen to close the window.



8. Once the Upgrade process has completed, the following dialogue box will be displayed. Click on the **OK** button to complete the Update.
9. You have successfully applied the MBS Nov 2016 Update to your RXMW database.

Should you require any assistance, please do not hesitate to contact the Medtech Helpdesk on 1300 362 333 → Option 1, or email support@medtechglobal.com.