



How do I convert Medical Director 2.x to Best Practice?

This FAQ is intended to answer common questions about converting MD 2.x to Best Practice.



Important: It is **MANDATORY** that all sites perform a Trial MD2 conversion prior to GO LIVE

1. To ensure that the source data converts successfully
2. To resolve any issues related to conversion prior to the GO LIVE
3. To clarify the process and identify the time required to complete the conversion

Prerequisites

a) Obtain update-to-date version of Best Practice and the latest MD2 conversion utility.

Please check with Best Practice support via phone or email support@bpssoftware.com.au prior to running the conversion to ensure that you have the most up to date version to use. You will require version 1.6.3.490 or higher.

b) Confirm the Hardware Requirements

Please ensure all machines that will be required to run BP meets the hardware requirements found at <http://www.bpssoftware.com.au/products/hardware.php> or the document [BP_FAQ-Hardware.pdf](#) found on the Best Practice DVD.

c) Confirm Hard Disk space Requirements

By default, Best Practice program files and databases are installed to the C:\ drive. It is recommended that prior to GO LIVE that an estimate of the disk space requirements is made to ensure that there is sufficient space on the server on the C:\ drive to cater for:-

- size of the Best Practice databases (following conversion of your MD data)
- sufficient room for expansion of the databases due to normal operation
- if 'compressed' backups are to be performed, there will need to be free space approximately twice the size of the Best Practice databases to allow for temporary files to be created during the backup process (i.e. 6 GB of databases will need approximately 18GB free space to perform compressed backups)

To check the size of the databases following the MD Conversion, check the size of the databases stored in the folders (these are the default locations – you may have installed your data to another folder during installation):-

- MSDE Installations - C:\Program Files\Microsoft SQL Server\MSSQL\$BPSINSTANCE\Data
- SQL Express 2005 Installations - C:\Program Files\Microsoft SQL Server\MSSQL.1\MSSQL\Data
- SQL Express 2008 Installations - C:\Program Files\Microsoft SQL Server\MSSQL10.BPSINSTANCE\MSSQL\DATA



Tip: The full installation disk of Version 1.6.3.490 and higher provides the ability to create your data in an alternate location. Refer to the FAQ [BP_FAQ-Installing.pdf](#) for further details.

d) Confirm Operating system Requirements

Best Practice only supports Microsoft Professional operating systems - Win 2000 Professional, Win 2000 Server, Win XP Professional, Win 2003 Server and Win Vista Business and Ultimate editions, Win 2008 Server. **Win XP Home and Win Vista Home editions are NOT supported.**

e) Ensure that your MD2 data is in good condition

Make sure your MD2 data is in the best possible condition 'BEFORE' converting to BP. Ensure any remote data has been uploaded to the server, that you synchronise your data to any third party billing package and run any maintenance functions that might be required.

f) Latest MD backup

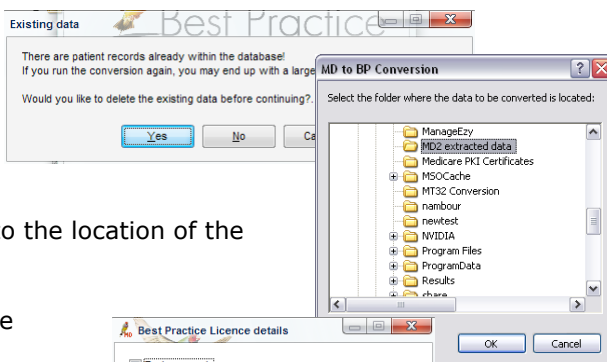
Obtain a recent backup of your MD2 data.



12. The Start screen will appear. Click **'Start'** to initiate the conversion.

13. If you already have data in the Best Practice database, the 'Existing data' screen will appear.

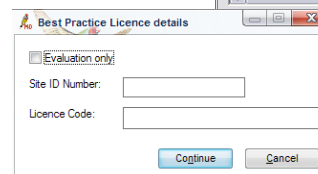
- To replace the existing data click **'Yes'**.
- To keep the existing data and add new records to the Best Practice database click **'No'**.



14. The MD to BP Conversion screen will appear. Browse to the location of the uncompressed MD2 data, highlight it and click **"OK"**

15. You will then be prompted for your Best Practice licence details.

- If you are running a TRIAL conversion, just tick the box 'Evaluation only'.
- If you are running a LIVE conversion, enter your Site ID Number and Licence code as provided by Best Practice.



16. The conversion from your Medical Director 2 data to Best Practice will now take place. On average it will take approximately 1 ¼ hours per 5,000 patients however this is dependant upon the number of notes, results, and documents per patient.

| Conversion Order | | |
|--------------------|-------------------|----------------------------|
| Doctors | Autotext | Complex Instructions |
| Patients | Holding file | Address book |
| Heads of family | Requests | Counters |
| Social history | Pregnancies | Custom fields |
| Reactions | Antenatal visits | Health assessment values |
| templates | Antenatal results | Diabetes assessment values |
| Letters | Clinical details | Diabetes assessments |
| Recipes | Pap smears | Patient Education |
| Current Rx | Measurements | Asthma plans |
| Default doses | INR Values | Graphics |
| Progress notes | Recall protocols | Documents |
| History | Reminders | Pathology results |
| Immunisations | Actions | |
| Past prescriptions | Categories | |

Completion

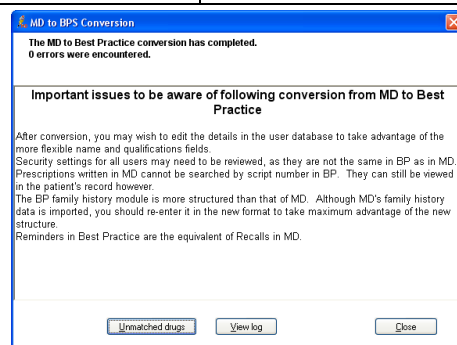
When complete, a screen will appear showing that the conversion is complete and whether there were any errors encountered.

Important: Browse to the folder **C:\Program Files\Best Practice Software\BPS** and run the file called **'Attach databases.EXE'**.

TRIAL CONVERSIONS

Step 1

After performing a conversion, please check the log file generated during the conversion process. Either click the 'View log' button on the 'Conversion complete' screen or open the file called 'BPSConversion.log' found at C:\Documents and Settings\All Users\Application Data\Best Practice\Log on your server.



Please check this log to ensure that there have been no errors recorded during the conversion that need to be addressed. If you have any questions about errors encountered, please email your BPSConversion.log file to support@bpssoftware.com.au together with your contact details and then contact Best Practice support via phone 07 4153 1277 during business hours to discuss.

Step 2

If Step 1 does not indicate any errors, we request that the principal doctor/s perform a thorough check of as many patient records as possible to ensure that all data is present and accessible. We suggest opening a range of patients in your current application (long term, medium term and new patients) and comparing the data with this same patient in Best Practice. We also recommend checking the last patient seen before the conversion to ensure that the most recent data has been converted.

- Patient demographics correct
- Past Visit records present and accessible
- Investigation results present and accessible
- Current and Past RX are present and correct
- Immunisation records present and accessible
- Correspondence In and Out present and accessible
- Reminders present, correct and accessible
- Autotext present and accessible
- Custom Templates present and correct
- Contacts address book correct



Step 3

When you are confident that all the data has been converted correctly, please complete the form [BP_FAQ-Trial Conversion completion form.pdf](#), sign and fax to Best Practice on 07 4153 2093 and email the BPSConversion.log file to support@bpsoftware.com.au. Once this is received we will issue your practice a 30 day licence key and invoice to enable you to perform a LIVE conversion.

Step 4

When you have confirmed that the 'Trial' conversion has been successful, please refer to the FAQs provided on the installation DVD for further assistance on moving forward. The best document to start with is called '[BP_FAQ-Installing BP with MD conversion.pdf](#)'. This will step you through how to plan for and perform a LIVE installation of Best Practice.

LIVE CONVERSIONS

Following a LIVE conversion, we also request that you check the BPSConversion.log and perform another check of your data to ensure that your practice is happy that the conversion has completed and that your data is complete.

Refer to the document '[BP_FAQ-Installing BP with MD conversion.pdf](#)' for the steps to follow to configure your system.

MORE INFORMATION

For more information consult the Best Practice Help Library or contact us via:



07 4155 8800



<http://forum.bpsoftware.com.au>



07 4153 2093



<http://www.bpsoftware.com.au>



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