

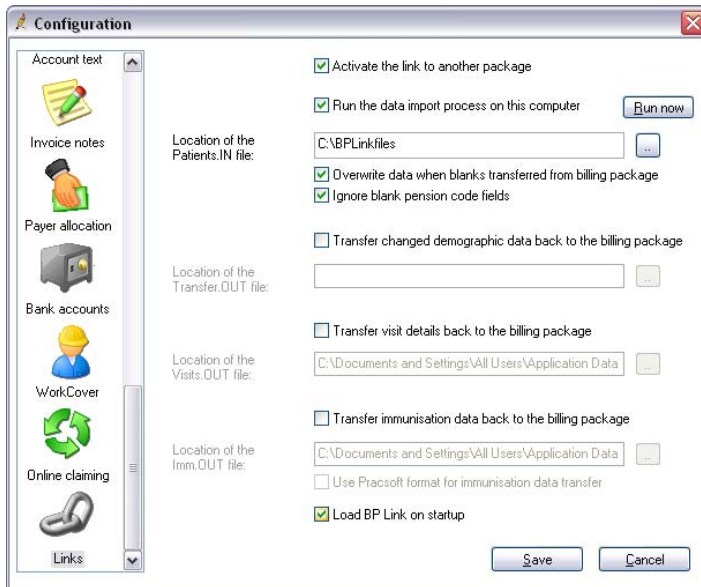


## How do I link Best Practice to 3<sup>rd</sup> Party Billing Packages.

This FAQ is intended to answer common questions about configuring link options to allow transfer of demographic data from the 3<sup>rd</sup> party package and Best Practice

### Where to configure the link options in Best Practice:

To configure Best Practice select **Setup menu -> Configuration -> Links** from the main Best Practice screen.



1. **'Activate the link to another package'** – this should be ticked on all computers on the network using Best Practice.
2. **'Run the data import process on this computer'** should be ticked on one computer on your network and enables *that* computer to read and process the link file at regular intervals. In most cases this will be the server.
3. **'Location of the Patients.IN file'** *must be configured to **match** the export directory for the Patients.IN file that is set up in the billing package.* If this is configuration is not set to the incorrect path is entered then linking will not occur.
4. **'Load BP Link on Startup'** – tick this box to ensure the BPLink is started each time you reboot your server (see notes below on BPLink)

For more information on how to specify the output directory of the Patients.IN from your billing package – please contact your billing package vendor.



**Note:** Best Practice recommends that the Patients.IN file should be output to a neutral directory located on the server. Permissions should be set so that all workstations running the Management application can write to the Patients.IN file & so that Best Practice can read and purge the Patients.IN.



## BP Link.Exe

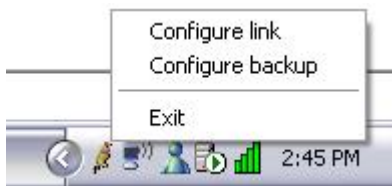
BPLink is the utility that runs in the background on the server that performs the import of the patients.in file and is also used for importing results and performing scheduled backups. You can also use this utility to configure the links to billing packages.



**Note:** Best Practice Software provides a 'BP Link' file only on the server install.

The 'BP link.exe' can be found in the C:\Program Files\Best Practice Software\BPS folder & can be run on the server machine even when Best Practice is closed. When you double click on the file, a bird icon will appear in the system tray in the bottom right hand corner of the screen.

### To configure using BP link



Right click the BP Link.exe tray icon -> Select "Configure Link"



Select Username & enter Password

You will then be presented with the Links Configuration screen. Following the steps listed above to configure the link to your 3<sup>rd</sup> party billing package.

The BP Link.exe will:

1. Poll the designated path to the patients.in file every 60 secs.
2. Read the contents of the patient.in file.
3. Update the BP database.
4. Purge the Patients.in file, in preparation for the next write from the billing package.
5. Repeat the whole cycle...

### MORE INFORMATION

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



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



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