

# VIP.NET to MedQuist Interface Installation Guide

Application developed by:

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## Overview

This document outlines the installation and functionality of two modules designed to interface MedQuist based Transcription Services with VIP.NET. The modules export the patient and Doctor demographics and import the transcribed documents into VIP. The modules are described in more detail in the following pages.

These modules have been developed to work with the SQL based VIP.NET version of VIP. Please contact the author if an interface is required for the older FoxPro based version of VIP 2000.

## Requirements

The system requirements for VIP2MedQuist are the same as for the VIP.NET application, so if VIP.NET runs on the system, VIP2MedQuist should run. The system has been developed using Visual Studio 2008, and as a result requires that the .NET Framework version 3.5 or later has been installed on the computer running the applications. Most modern Windows based systems will already have these required files installed and if Windows Update has been running on the computer then it is more likely than not that the .NET Framework is already installed.

If required, the .NET Framework can be downloaded from the following link.

<http://www.microsoft.com/.NET/Download.aspx>

## VIP2MedQuist

The VIP2MedQuist module outputs the patient and doctor demographics for all patients with appointments within the specified date range. The output file is uploaded to for use by the transcription service.

## MedQuist2VIP

The MedQuist2VIP module imports the letters as outgoing correspondence in VIP. As this area only supports Word documents or VIP's built in word processor files, the documents being imported from the MedQuist Transcription service must be in Microsoft Word format.

## VIP2MedQuist Installation

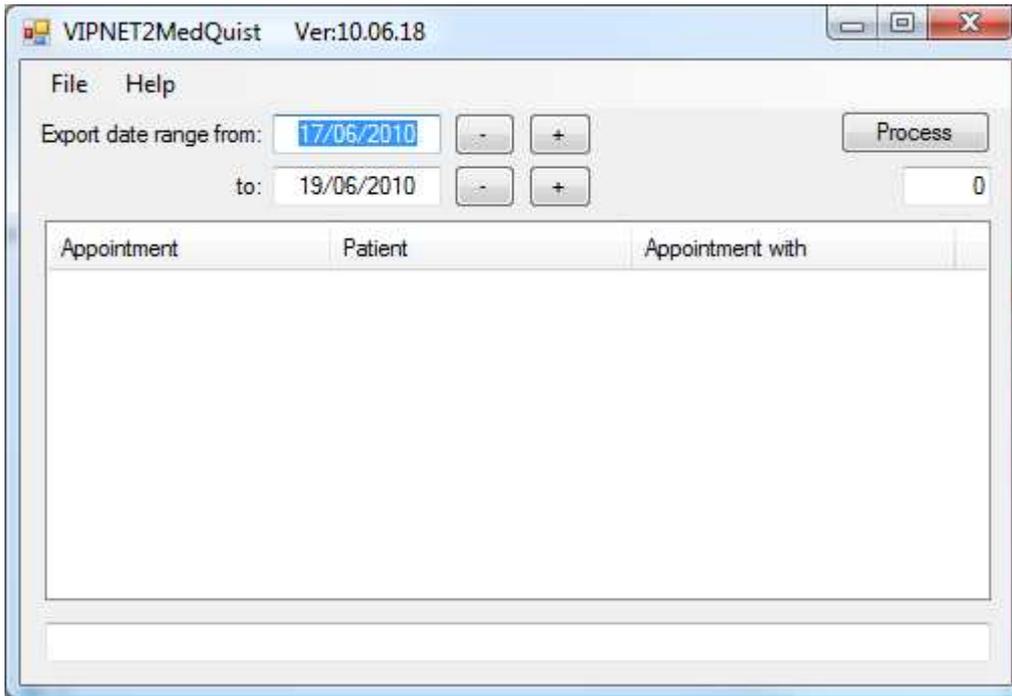
Extract the VIP2MedQuist application files into the folder you want to run the application from (e.g. C:\VIP2MedQuist). The user running the application must have write access to this folder as the configuration files and log files will be created in the application folder. VIP2MedQuist and MedQuist2VIP can coexist in the same folder.

## VIP2MedQuist Configuration

The first time the application is executed you will be prompted to setup the data locations and parameters required by the application to run. Alternatively, if you need to change the current configuration, selecting File->Setup from the VIP2MedQuist application will display the Setup screen.

- Organisation:** Insert your company name into the Organisation field.
- Days to Output:** The days to output determines the amount of data to send to the MedQuist Transcription provider. It works back from tomorrows date.
- MedQuist Data path:** This is the location that the VIP2MedQuist application will placed the demographic files for uploading by MedQuist. The “...” button to the right of the field allows you to browse for the folder.
- VIP SQL Server:** Enter the name or IP address of the SQL Server hosting the VIP database.
- SQL Database name:** Usually this will be VIP, but it can have a different name.
- SQL Authentication Type:** Assuming that the system login that is running the VIP2MedQuist application has access to VIP.NET, then Windows Authentication can be used. Alternatively, the application can use SQL Authentication (see the SQL Authentication section later in this document). The SQL Username and SQL Password fields are enabled if the SQL Auth option is selected.
- Patient ID Type:** The “File Number or UR Number?” section of this manual explains how to determine if you should use the File Number or UR number for the Patent ID Type.

## VIP2MedQuist Execution



Pressing the “Process” button will generate the MedQuist.csv file in the MedQuist Data path folder specified in setup.

The date range can be altered manually or by using the + & - buttons. It defaults from tomorrow’s date back the number of days configured in the Setup screen.

A file titled VIP2MedQuist.log is created in the application folder when the program is executed. It records the start and finish times and any errors that were encountered by the application.

## VIP2MedQuist.csv Demographics File Format

The output file is a pipe (|) delimited file with the following fields:

Column No.	Field Name
1	Record ID
2	Patient ID (File No. or UR No.)
3	Title
4	First names
5	Surname
6	Gender
7	DOB
8	Appointment Date & Time
9	Address1
10	Address2
11	City
12	State
13	Postcode
14	Work Phone
15	Home Phone
16	Mobile Phone
17	Patient E-mail
18	Lead Provider Title
19	Lead Provider First Name
20	Lead Provider Surname
21	Lead Provider Clinic Name
22	Lead Provider Address1
23	Lead Provider Address2
24	Lead Provider City
25	Lead Provider State
26	Lead Provider Postcode
27	Lead Provider Phone
28	Lead Provider Mobile Phone
29	Lead Provider E-mail
30	Lead Provider Location
31	Attending Dr Title
32	Attending Dr First Name
33	Attending Dr Surname
34	Attending Dr Clinic Name
35	Attending Dr Address1
36	Attending Dr Address2
37	Attending Dr City
38	Attending Dr State
39	Attending Dr Postcode
40	Attending Dr Phone
41	Attending Dr Mobile Phone
42	Attending Dr E-mail
43	Attending Dr Location
44	Referring Dr Title
45	Referring Dr First Name
46	Referring Dr Surname
47	Referring Dr Clinic Name
48	Referring Dr Address1
49	Referring Dr Address2
50	Referring Dr City
51	Referring Dr State
52	Referring Dr Postcode
53	Referring Dr Phone
54	Referring Dr Mobile Phone
55	Referring Dr E-mail
56	Referring Dr Location
57	Organisation Name

## MedQuist2VIP Installation

MedQuist2VIP.exe will be available for execution in the location that you extracted the VIP2MedQuist.ZIP file. The first time that MedQuist2VIP is executed you will be prompted to complete the setup options. The user running the application must have write access to this folder as the configuration files and log files will be created in the application folder. VIP2MedQuist and MedQuist2VIP can coexist in the same folder.

## MedQuist2VIP Configuration

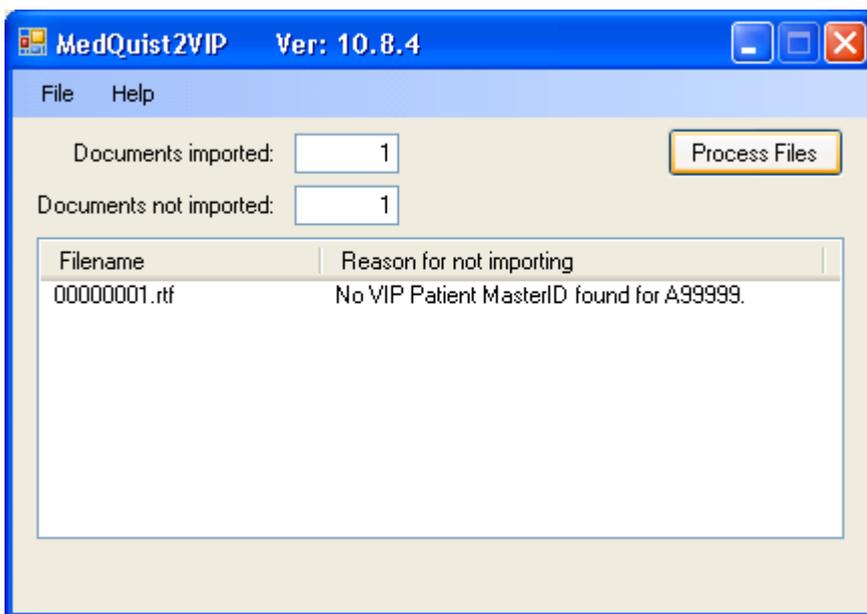
The first time the MedQuistE2VIP application is executed you will be prompted to setup the configuration options required by the programme.

- Organisation:** Insert your company name onto the Organisation field.
- MedQuist Letter folder:** This is the folder in which MedQuist's application downloads the transcribed documents.
- Letters not imported folder:** This is the location that MedQuist2VIP places any files that cannot be imported into VIP (e.g. files without a valid patient ID). An e-mail will be sent to the nominated address advising of any files which could not be imported.
- Document Description on VIP:** The text that will appear in the Name/Subject field in VIP's Communication Dashboard.
- VIP SQL Server:** Enter the name or IP address of the SQL Server hosting the VIP database.
- SQL Database name:** Usually this will be VIP, but it can have a different name.

- SQL Authentication Type:** Assuming that the system login that is running the VIP2MedQuist application has access to VIP.NET, then Windows Authentication can be used. Alternatively, the application can use SQL Authentication (see the SQL Server Authentication configuration section later in this document). The SQL Username and SQL Password fields are enabled if the SQL Auth option is selected.
- Patient ID Type:** The “File Number or UR?” section of this manual explains how to determine if you should use the File Number or UR number for the Patent ID Type.
- Run in Polling Mode:** This sets the program to check the MedQuist Letters folder for new files at the frequency specified in the next field. It assumes that the application is left open and running.
- Poll letters folder every:** This sets the frequency that the application checks the letters folder for new files. The default is every 5 minutes.

## MedQuist2VIP Execution

Press Process Files to import the documents from the OzeScribe Letters folder into VIP. A message will be displayed for any files not imported in the bottom section of the application.



Several log files are created in the application folder.

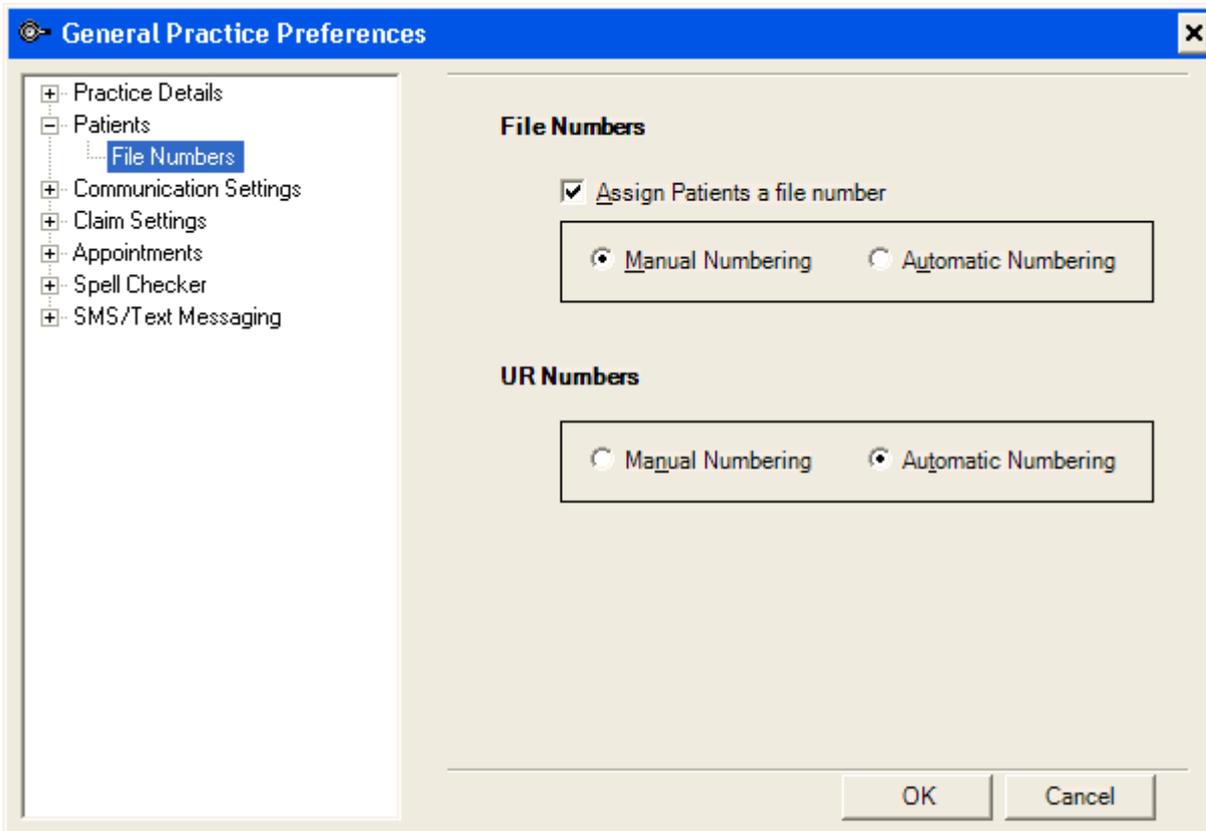
Importedyyyyymmdd.txt (where yyyyymmdd is the date run) logs the files imported into VIP.

MedQuist2VIP.log records the start and finish times and any errors encountered by the program.

## File Number or UR Number?

Depending on the configuration of VIP, the main Patient ID will either be the File Number or the UR number. To check which option to select, login to VIP and check the setting under Setup->Practice Preferences->General Preferences ->Patients->File Numbers in VIP.

Set VIP2MedQuist and MedQuist2VIP to whichever number is set to Automatic (in the following image this is the UR Numbers).



## Firewall Considerations

Like the VIP.NET application, the VIP2MedQuist modules use TCP/IP Port number 1433 to communicate with SQL Server. The VIP\_NET\_Installation\_Guide covers the required firewall configuration. As VIP.NET requires the firewall to be set to operate, it should already be configured correctly.

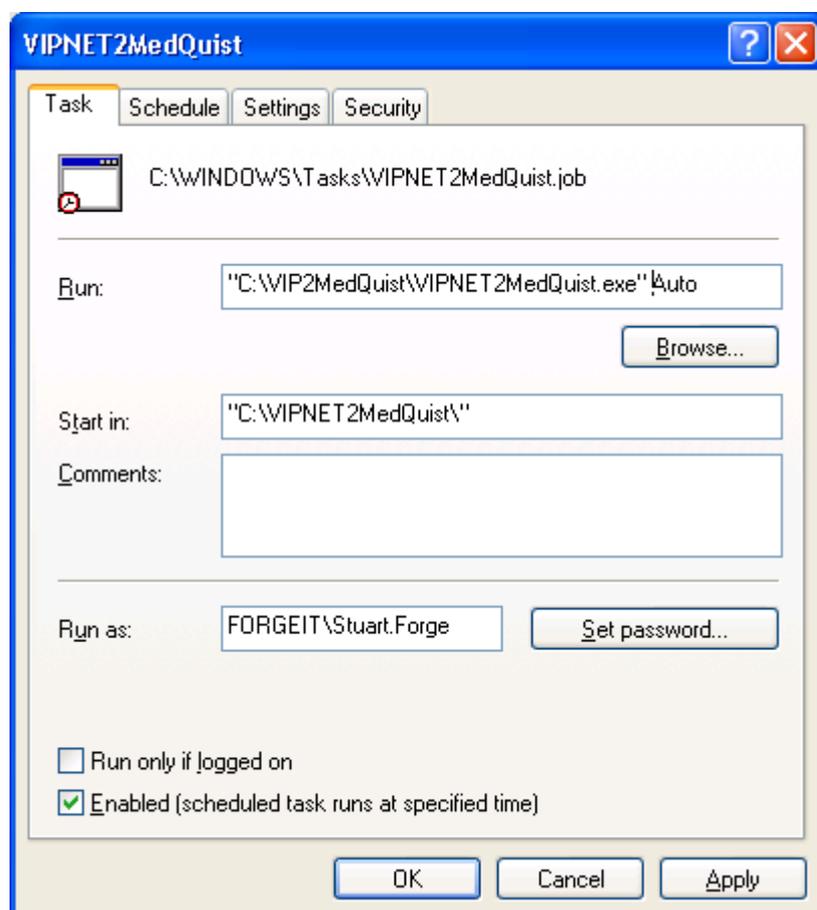
## SQL Authentication

The VIP\_NET\_Installation\_Guide covers the steps required to add users to SQL Server to allow them access to the system. If for some reason you want to give the VIP2MedQuist modules access to the SQL Server data using SQL Server Authentication this can be done by selecting the SQL Auth option and specifying the username and password configured in SQL Server. SQL Server will need to be configured for Mixed Mode security to support this option. The VIP Installation guide sets the Authentication mode to Windows only.

## Scheduling the applications to run unattended

Placing "Auto" on the command line of the application (either in a shortcut or when scheduling) will execute the application without user intervention. This allows the task to be run at night, ensuring there is no impact on other users (not that either module is overly demanding of the system). Both VIP2MedQuist and MedQuist2VIP can be set to run unattended in this way.

Note: The "NET" text in the executable names has been dropped (i.e. VIP2MedQuist, not VIP2MedQuist).



## **Sending Error Messages**

If during the installation or execution of the application you receive errors which you are unable to resolve, please take a copy of the screen and e-mail it to [SForge@InnovativeData.com.au](mailto:SForge@InnovativeData.com.au) .

To copy the screen, press the Print Screen button. To just copy the active window, hold the Alt key down when pressing the Print Screen button. This procedure copies the image to the buffer of the computer. To send the image, open an e-mail, right click in the body of the message and select paste (or click in the message body of the e-mail and press <Ctrl>+<V>).