

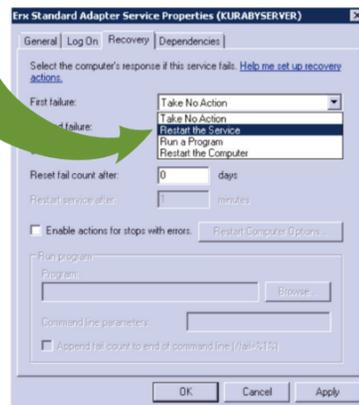
**Enable the eRx Service** • *Continued from previous page*

**Step 5**

Now click on the Recovery tab

**Step 6**

Set the computers response to Restart the Service for First failure, Second failure and Subsequent failures. Click Apply and then Ok.

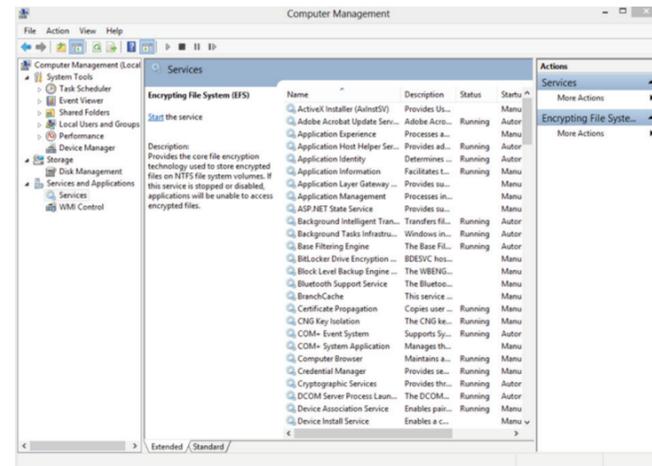


**Step 7**

Repeat steps 4-6 with eRx Standard Adaptor Store and Forward Service

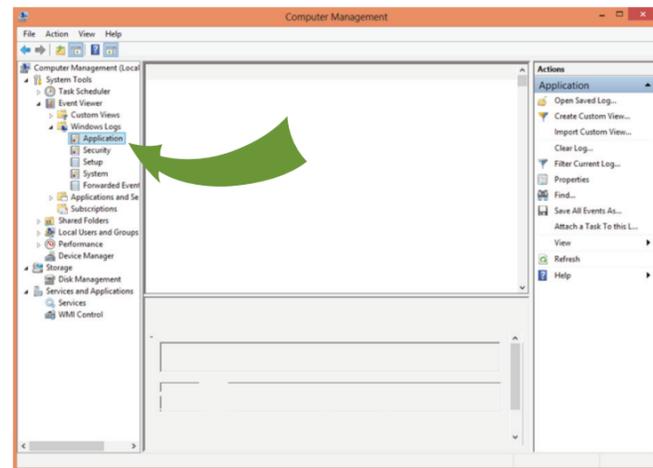
**Step 8**

Now left click on eRx Standard Adaptor Service and select Start. Do the same with eRx Standard Adaptor Store and Forward Service



**Step 9**

From the list on the left hand side select Event Viewer, Windows Logs, Application and check if there are any warnings or errors with eRx.



**Step 10**

If there are any errors or warnings please contact eRx support.

Once the doctor has been configured for eRx and Best Practice has been re-started, a barcode will appear automatically on the bottom of each script that is printed.



E support@erx.com.au  
T 1300 700 921 F 1300 704 431  
www.eRx.com.au



# ePrescribing in Bp Premier



**eRx improves communication between doctors and pharmacists to ensure patients receive the medication their doctor intended.**

- Improved patient safety
- Fully Integrated, supported & free to BP customers

**PRIVACY & SECURITY**

eRx is independently audited for privacy to ensure it meets all obligations under the Privacy Act 1988. eRx is also accredited under the Australian Government National eAuthentication Framework around security and is independently verified as compliant with the requirement for information security for a "Medical-in-Confidence" system, as stipulated by the Commonwealth Government.

**Before you begin the steps, ensure that you:**

1. Know what network configuration you are running – eg: Client Network or Terminal Services.
2. Have the PKI Keys / Medicare Certificates for your site. Ensure they are site specific.
3. Have your PIC password. Your password comes in a letter from Medicare with your PKI keys.
4. Have registered with eRx at www.erx.com.au for each doctor. You will then receive an email from Best Practice containing your eRx Entity IDs and the eRx Configuration Guide.
5. Are running the latest version of Best Practice – Lava Service Pack 1 edition, or 1.8.6.801.

Contact either Best Practice 1300 401 111 or eRx (1300 700 921) if you would like assistance.



bpssoftware.net

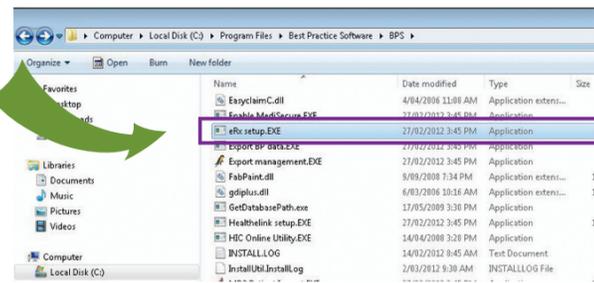
1300 401 111

# How to activate eRx in Best Practice

## Step 1

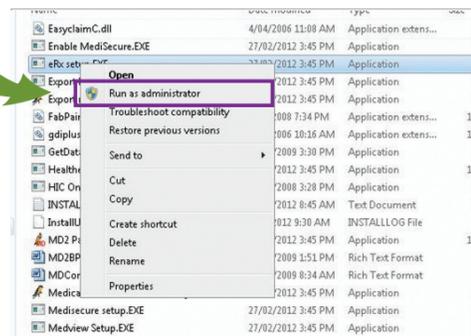
On the Best Practice Server machine, open Windows Explorer, go to c:\Program Files\Best Practice Software\BPS and right-click on the file "eRx Setup.exe".

Select "Run as Administrator"



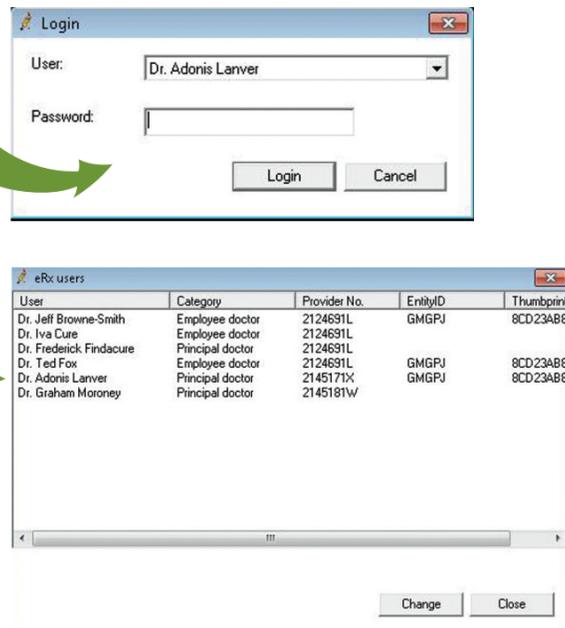
## Step 2

Log in using an administrator level user (eg: Practice Manager, Principal Doctor, etc)



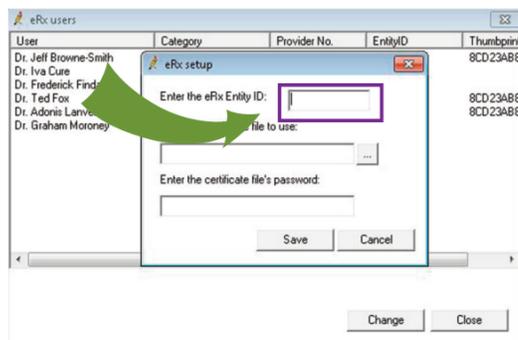
## Step 3

Select Setup Users (Alt+u). Double click doctor to be setup.



## Step 4

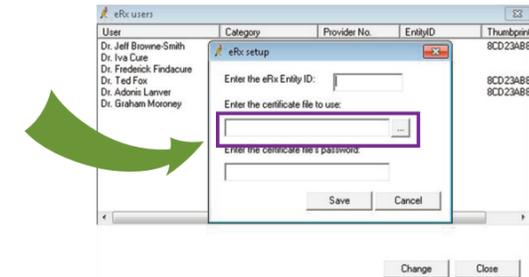
Enter the doctor's corresponding eRx entity ID (as supplied by eRx)



## Step 5

Click on the "..." button and navigate/browse to where the SITES Medicare certificates are stored (usually on CD).

Select the file called FAC\_Sign.p12. The PKI sign key must be the FAC\_Sign.p12 and not the BPPSI store.

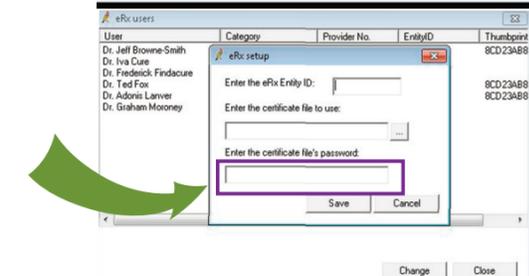


## Step 6

Enter the certificate file's password.

NB The password for the Medicare certificates – usually received on letter from Medicare with the certificates or a security note similar to the ones your bank PIN comes on.

Press Save to continue.



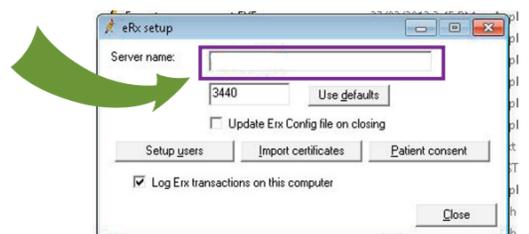
## Step 7

Repeat Steps 3-6 for each doctor you wish to activate. Once complete click the Close button.

## Step 8

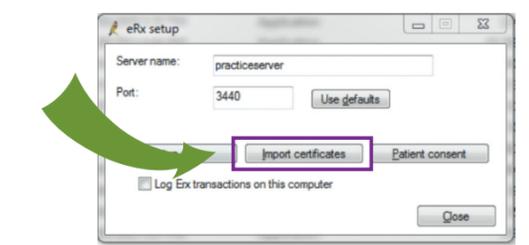
Enter Server details

Enter the hostname of your Server or the Server's IP address. Enter the Port as 3440.



## Step 9

Click the Import Certificates button to import the eRx Certificates.



## Step 10

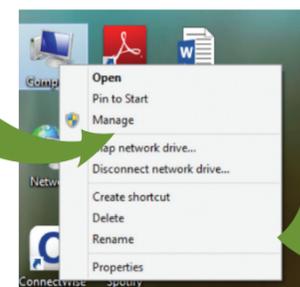
Close the eRx setup.

The tick box for Update eRx Config file has been removed as of Bp Version 1.8.3.595  
Dispensing history has been removed at eRx's request as from BP version 1.8.3.595.

# Enable the eRx Service

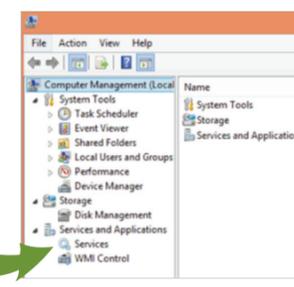
## Step 1

From your desktop left click on Computer and select Manage.



## Step 2

Under Services and Applications, select Services



## Step 3

Find the following eRx services in the list

1. eRx Standard Adaptor Service
2. eRx Standard Adaptor Store and Forward Service

## Step 4

Double click on eRx Standard Adaptor Service and change it from Disabled to Automatic.