



# ePrescribing in Zedmed



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

- Improved patient safety
- Fully Integrated, supported & free to Zedmed 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. Have the PKI Keys / Medicare Certificates for your site. Ensure they are site specific.
- 2. Have your PIC password. Your password comes in a letter from Medicare with your PKI keys.
- 3. Have registered with eRx at www.erx.com.au for each doctor.

Contact either Zedmed (1300 933 000) or eRx (1300 700 921) if you would like assistance.



# How to install eRx with Zedmed

Ensure that you are logged onto the Zedmed database server and have sufficient user access like an administrator in order to install and update files

#### Step 1

Download the eRx Setup files from the Zedmed website at http://www.zedmed.com.au/downloads.aspx and extract the files to the desktop or another preferred location

#### Step 3

# WINDOWS 7/Server 2008

_	Open
	Run as administrator
	Quick mount Mount
	Restore previous versions
	Send to +
	Cut Copy
	Delete
	Open file location
	Properties
more results	

Go to Start (Windows button) and type mmc in the search box, right-click and select Run as administrator

# WINDOWS XP/Server 2003

Go to Start then Run and enter mmc, press OK



Select Certificate and select Add, select Computer account and press Next





#### Step 2

Run the ERXSetup.exe and install the eRx program. If installing on a drive other than the C: drive, please call Zedmed Support for assistance as there is extra configuration required

#### Step 4

Select File and then Add/remove snap-in



#### Step 6

Select Local computer, tick the tick box "Allow the selected computer...", press Finish and then  ${\sf OK}$ 

Ceruncaces snap-m		t	of snap-ins. For
This snap-in will always manage certificates for:			
My user account			Edit Extensions
Service account     Original     Computer account			Remove
			Movello
			Move Down
	< Back	lext > Cancel	Advanced

#### Select Finish.

neccompater	pf snap-i	ns. For
Select the computer you w	ant this snap-in to manage.	
This snap-in will always n	anage: Edit E	tensions
Local computer: (the     Another computer: (the	computer this console is running on)	emove
Allow the selected a	browse	er ve l les
only applies if you sa	we the console.	uve up
	<book a="" cancel="" compu<="" frish="" td=""><td>anced</td></book>	anced
	Adh CBack Frish Cancel a compu	ter.

# Step 7

Double click on Certificates to expand, then right-click on Trusted People, go to All Tasks and select Import...



#### Step 8

Press Next on the Certificate Import Wizard window



#### Step 9

Insert the PKI certificate disc, if not already, in the optical drive, browse to your fac\_sign.p12 (change the file extension type from X509 Certificate extension to Personal Information exchange) then hit next

Certificate Import Wizard	
<b></b>	Welcome to the Certificate Import Wizard This wizard helps you copy certificates, certificate trust lists, and certificate revocation lists from your disk to a certificate store. A certificate store. A certificate store is issued by a certification authority, is a confirmation of your identity and contains information used to protect data or to establish secure network connections. A certificate store is the system area where certificates are lept.
	To continue, click Next.



#### Step 10

Make sure 'Place all certificates in the following store' is selected and the store is Trusted People, press Next

	the certificate.	e, or you can specify a location for
1	Automatically select the certificate store bas	sed on the type of certificate
	Place all certificates in the following store	
T	Certificate store:	
	Trusted People	Browse
i		
	Learn more about certificate stores	
ı	Learn more about certificate stores	

# Step 11

Tick the box to mark the key as exportable and make sure include all extended properties is also ticked. Enter your PIC passphrase into the password box and Press Next

Certificate Import Wizard	×
Password	
To maintain security, the private key was protected with a password.	
Type the password for the private key. Password:	
Enable strong private key protection. You will be prompted every time the private key is used by an application if you enable this option.     If Mark this key as exportable. This will allow you to back up or transport your keys at a later time.	1
Include all extended properties.	
Learn more about <u>protecting prive issue</u>	icel

#### Step 12

If password is correct the completing the certificate import wizard screen will show. Select finish.

Certificate Import Wizard		
	Completing the Certif Wizard The certificate will be imported aft	<b>i cate Import</b> er you click Finish.
S -	You have specified the following se	ettings:
	Certificate Store Selected by Use	Trusted People
	File Name	C:\Users\erx\Desktor
	•	•



You should then get an import successful window, press OK



# Step 14

Select the 2 Medicare Australia organisation certificates and move them to the Trusted Root Certification Authority folder

Schoole1 - [Console Root\Certificates (Local Computer)\Trusted People\Certificates]							
📲 File Action View Favorites Window Help							
	Console Root	Issued To	Issued By	Expiration Date	Intended Purposes	Friendly Na	Actions
l	a 🐼 Certificates (Local Computer)	🕼 eRx Data Encryption G1	eRx Script Exchange CA	12/03/2019	<all></all>	<none></none>	Certificates
Į	Personal	an.com.au :8830337559	Medicare Australia Organisation	17/02/2014	<all></all>	<none></none>	More Actions
1	Enterprise Trust	Test Medicare Australia Organis	Test Medicare Australia Root Certi	14/08/2016	<all></all>	Kryone >	Selected Items
Į	<ul> <li>Intermediate Certification Author</li> <li>Trusted Publishers</li> </ul>	Test Medicare Australia Root C	Test Medicare Australia Root Certi	14/08/2026	<all></all>		More Actions
	Untrusted Certificates     Untrusted Certification Auf     Trusted People     Trusted People     Certificates     Certificates     Certificates     Certificate Enrollment Requests     Smart Card Trusted Roots     Trusted Devices			1			

#### Step 15

Close the certificate manager, press Yes when asked to save console settings and save with a meaningful name in the ERX Standard Adapter Service folder



# Configure eRx in Zedmed

# Step 1

Move the eRxSetupUtility2.exe file from where the downloaded files were extracted to the Zedmed folder (note: this utility will only work when there is only 1 database on the server – if there is any more than 1, then contact Zedmed Support for assistance)

#### Step 2

Run the eRxSetupUtility2.exe and select the appropriate option – New eRx Set up or Add Additional Doctors to eRx Setup

ledmed eKX setup utility	
eRX Setup for Zedmed Clinical	
This utility will guide you through the Zedmed setup of ERX. Do no proceed if you have the following: 1. Exported the Medicare location certificate. 2. Import the certificate into Management Console / Certificates.	
<ul> <li><sup>a</sup> New eRX Setup</li> <li><sup>c</sup> Add Additional Doctors to eRX Setup</li> </ul>	
For further information please call Zedmed on (03) 9284 3300.	

# Step 3

Select the Doctor and press Set Entity ID and enter the ID that has been provided by eRx



#### Step 4

Once all the IDs have been added, press Next, then press Apply



# Step 5

Copy the details required and send to support@erx.com.au as per the instructions on the screen, press Finish



#### Step 6

Start the eRx services:

Go to the Control Panel, then Administrative Tasks and open Services

Select the two eRx services one at a time and select Start



# Step 7

Open Zedmed clinical records.

Select tools/global options.

Select the drugs tab and tick the eRx box. Select ok.

Prescribe a new prescription and check barcode prints on script.

		eRx>
	PATIENT'S MEDICARE no.: Pharmasoulidad Benortin Pharmasoulidad Benortin Tumber Tumber Destroated and the second se	PATIENT'S MEDICARE no.: Pharmaceutical Pharmaceutical pharm
	PATIENT'S NAME: ADDRESS: DATE Script ID:	PATIENT'S NAME: ADDRESS:
	P85 RP85 BRAND SUBSTITUTION NOT PERMITTED	PBS RPBS SRAND SUBSTITUTION NOT FERMITTED
Barcode prints automatically with no additional clicks and no interruption to the	PRESIDE PRODUCT	
doctor's workflow.	Doctor to sign original and duplicate Plane for over the power on	
	eRx > 26BPX2HGFNGRM7T283	Experimental parameters are sensed as and the SM of MiddleSND.     Deter of experime     Patient's compared a signature     Apent's address.