



RxPertise™ Consulting Software Formulary Database Installer instructions

Note that this updater is meant for version 8.0, but will continue to function with v7.5.

This installer is provided as part of the 2009 maintenance plan enrollment with RxPertise. Version 8.0 users will be able to have the latest data provided by CMS with respect to state-specific PDP formulary information. This database updater provides updated information from CMS. The monthly data from CMS is provided later in the month, which accounts for the time delay.

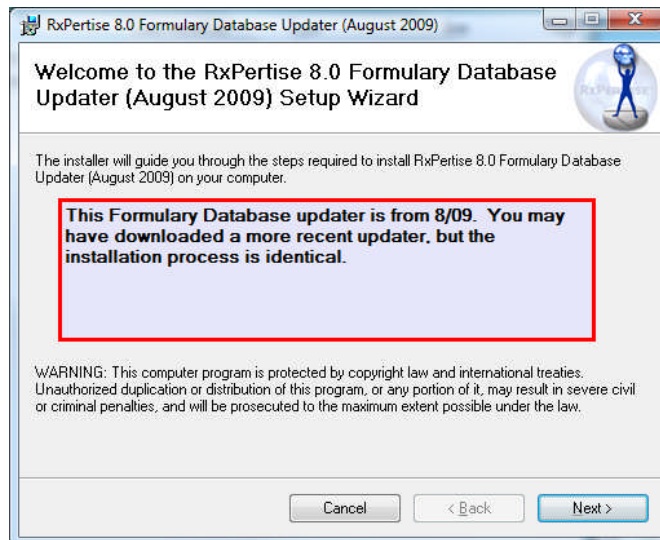
Note that this formulary database updater will **automatically uninstall** any older versions of the Formulary Database already installed.

There are four parts to this process: 1) download the updater; 2) install the updater; 3) run the updater and create your state database; 4) update your RxPertise settings to identify the new database.

Installation instructions:

(Screen shots may be from a previous version, but the process is identical)

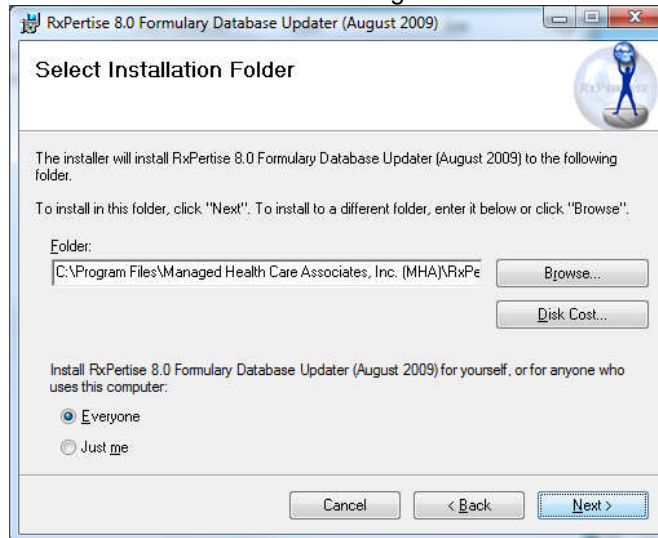
1. Download the necessary file from the link provided on our RxPertise Downloads page: www.rxpertise.com/downloads.html. Save this file to the hard drive housing RxPertise.
2. As with any other RxPertise installation, you must be logged in with administrator privileges on your system for this installation to be successful.
3. Install the latest RxPertise Formulary Updater program by double clicking on the file you just downloaded.





An MHA Solution

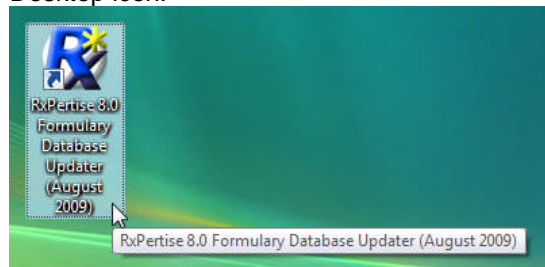
- We recommend the default settings be chosen:



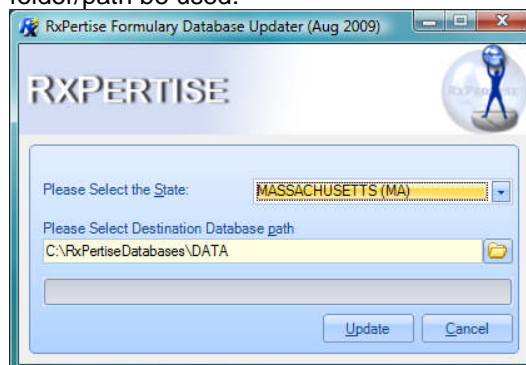
Follow the next series of prompts to install the Formulary Database Updater.

Creating your state formulary database:

- Next, run the RxPertise Formulary Database Updater via the installed Windows Desktop icon:



- Select the state database you wish to create. If you consult in more than one state, repeat the process for each desired state database. We recommend the default folder/path be used:



- Click Update to create the database. This process may take a few minutes.

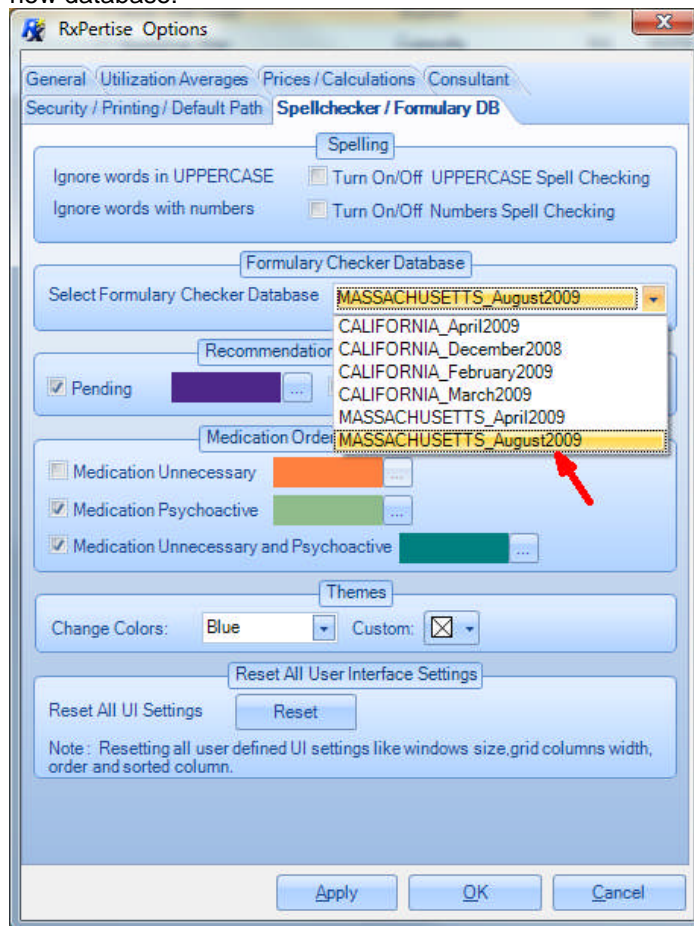
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An MHA Solution

- When the database has been created, launch RxPertise and open any 8.0 database, then go to Tools > Options > Spellchecker/Formulary DB to "point" RxPertise to this new database:



- Click OK to save the changes. From this point forward, RxPertise will open the selected database.
- Access the Formulary Checker within RxPertise either at the main menu level, from within a Care Center, or from within a Resident. Ctrl-Shift-F is the hotkey combination that you'll also find on each menu selection.

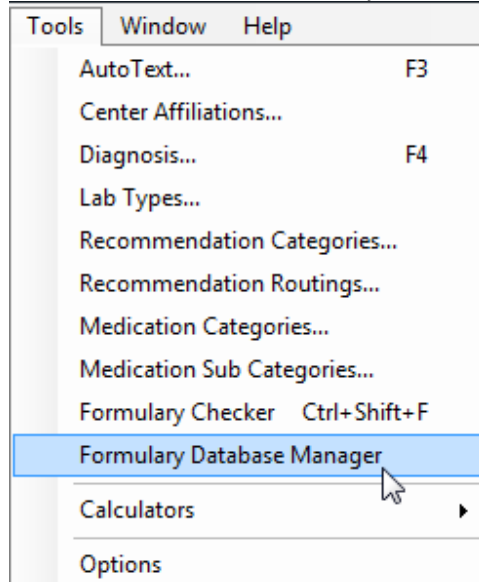
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An MHA Solution

5. If you need to delete older Formulary Checker databases, this may be done within RxPertise via Tools > Formulary Database Manager:



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