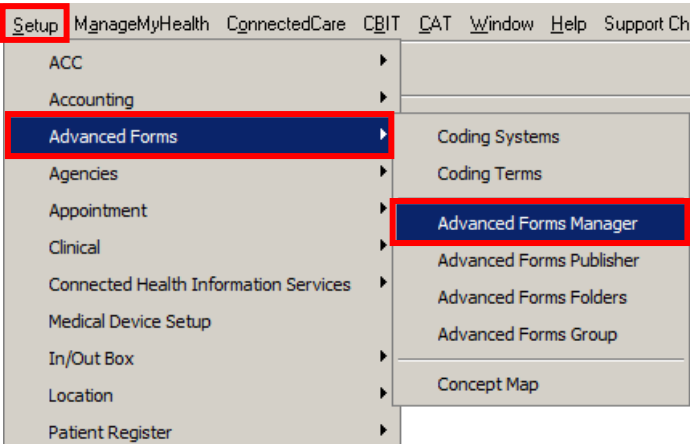
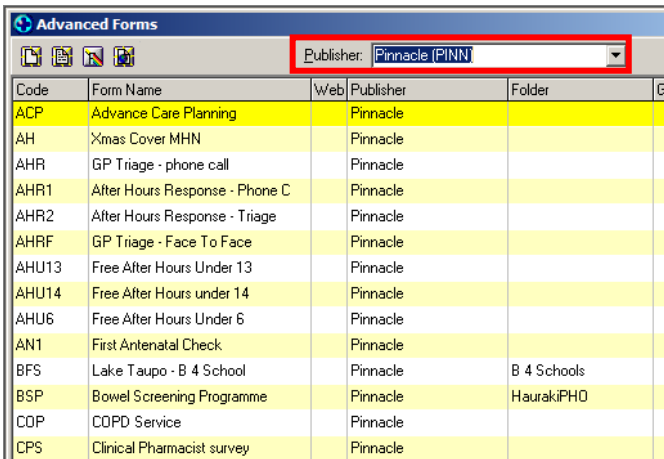
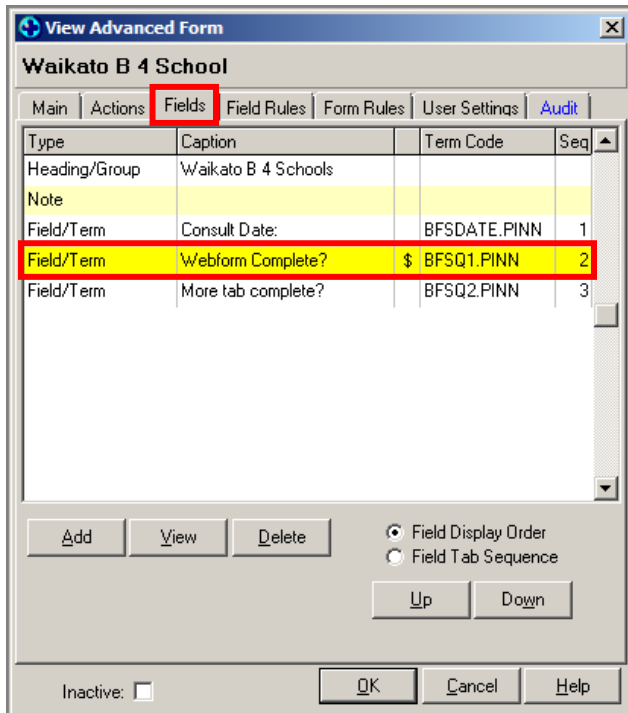
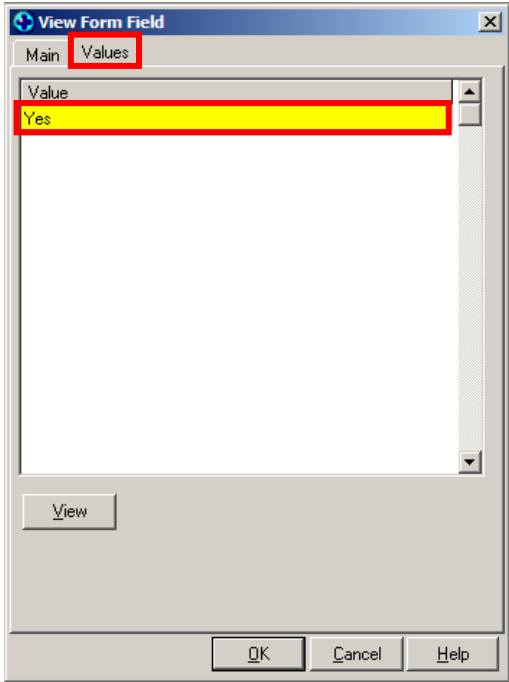


# ONE POINT LESSON

## Advanced Forms – Changing Values

1.	In Medtech click:  > Setup > Advanced Forms > Advanced Forms Manager																																																																																											
2.	Change the publisher to Pinnacle. Find the advanced form you want to amend and double click to open.	 <table><tr><th>Code</th><th>Form Name</th><th>Web</th><th>Publisher</th><th>Folder</th><th>G</th></tr><tr><td>ACP</td><td>Advance Care Planning</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AH</td><td>Xmas Cover MHN</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AHR</td><td>GP Triage - phone call</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AHR1</td><td>After Hours Response - Phone C</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AHR2</td><td>After Hours Response - Triage</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AHRF</td><td>GP Triage - Face To Face</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AHU13</td><td>Free After Hours Under 13</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AHU14</td><td>Free After Hours under 14</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AHU6</td><td>Free After Hours Under 6</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>AN1</td><td>First Antenatal Check</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>BFS</td><td>Lake Taupo - B 4 School</td><td></td><td>Pinnacle</td><td>B 4 Schools</td><td></td></tr><tr><td>BSP</td><td>Bowel Screening Programme</td><td></td><td>Pinnacle</td><td>HaurakiPHO</td><td></td></tr><tr><td>COP</td><td>COPD Service</td><td></td><td>Pinnacle</td><td></td><td></td></tr><tr><td>CPS</td><td>Clinical Pharmacist survey</td><td></td><td>Pinnacle</td><td></td><td></td></tr></table>	Code	Form Name	Web	Publisher	Folder	G	ACP	Advance Care Planning		Pinnacle			AH	Xmas Cover MHN		Pinnacle			AHR	GP Triage - phone call		Pinnacle			AHR1	After Hours Response - Phone C		Pinnacle			AHR2	After Hours Response - Triage		Pinnacle			AHRF	GP Triage - Face To Face		Pinnacle			AHU13	Free After Hours Under 13		Pinnacle			AHU14	Free After Hours under 14		Pinnacle			AHU6	Free After Hours Under 6		Pinnacle			AN1	First Antenatal Check		Pinnacle			BFS	Lake Taupo - B 4 School		Pinnacle	B 4 Schools		BSP	Bowel Screening Programme		Pinnacle	HaurakiPHO		COP	COPD Service		Pinnacle			CPS	Clinical Pharmacist survey		Pinnacle		
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3.	Select the 'Fields' tab and double click on the row with the \$ sign.	 <table><tr><th>Type</th><th>Caption</th><th>Term Code</th><th>Seq</th></tr><tr><td>Heading/Group</td><td>Waikato B 4 Schools</td><td></td><td></td></tr><tr><td>Note</td><td></td><td></td><td></td></tr><tr><td>Field/Term</td><td>Consult Date:</td><td>BFSDATE.PINN</td><td>1</td></tr><tr><td>Field/Term</td><td>Webform Complete?</td><td>\$ BFSQ1.PINN</td><td>2</td></tr><tr><td>Field/Term</td><td>More tab complete?</td><td>BFSQ2.PINN</td><td>3</td></tr></table>	Type	Caption	Term Code	Seq	Heading/Group	Waikato B 4 Schools			Note				Field/Term	Consult Date:	BFSDATE.PINN	1	Field/Term	Webform Complete?	\$ BFSQ1.PINN	2	Field/Term	More tab complete?	BFSQ2.PINN	3																																																																		
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<p>5. Select the 'Values' tab and double click on the field that needs amending.</p>	
<p>6. Amend the 'Bill Amount' and click OK.</p>	