NZePS Activation

Activation for New Zealand ePrescription Service

Setup ► Connected Health Information Service ► ePrescribing

Enhancements have been made to the Electronic Prescribing Setup screen and Activation process for the New Zealand e-Prescription Service to make it easier for Practices to on-board themselves.

NZePS Activation

The activation of NZePS can be initiated by practices themselves if you have installed Medtech32 Version 22.15 Build 5804 or later.

You can find your Electronic Prescribing Setup screen by navigating to Setup > Connected Health Information Services > ePrescribing.

To activate NZePS for your practice:

1. Complete the Connected Health Information Services Request Form available on the [Ministry of Health website](#)

2. Sign and email the Connected Health Information Services Request Form to the Ministry of Health at onlinehelpdesk@moh.govt.nz

3. The Ministry of Health will process the application and provide your practice with the relevant information needed for configuring the NZePS service within Medtech32.

Authorisation and Activation Process

Once the above steps are completed for NZePS with the Ministry of Health, your practice can activate NZePS by accepting the [Terms and Conditions](#) and [Ongoing Monthly Fees](#) as part of the **Authorisation and Approval to Activate** process within the Medtech32 ePrescribing Setup screen.

Terms and Conditions

Medtech offers you access to the Medtech NZePS module subject to your Medtech License and Service Agreement. By activating the NZePS service in your Medtech PMS system you are accepting these Terms and Conditions.

Medtech License and Service Agreement information can be located on the [Medtech website](#).

Ongoing Monthly Fees

To assist practices with enabling NZePS during the coronavirus outbreak, Medtech will waive the Ongoing Monthly Fees for the use of NZePS for practices for a period of 3 months.

Consistent with Ministry of Health policy, the Ministry has funded Medtech for the cost of developing the NZePS functionalities in Medtech32. This means there is no additional license fee to be paid by practices for NZePS functionalities in Medtech32 however, the Ministry of Health will not be funding Medtech for ongoing support, maintenance and operating costs for the NZePS Connected Health Information Service and these costs remain the responsibility of the individual practices.

As such, practices will be required to cover the following costs:

- An on-going Monthly Service Fee to cover the on-going costs for the support, maintenance and operating costs. The on-going fees payable by the practice will depend on number of licenses your practice has.

You can identify the number of licenses your practice has by navigating to Help > Register.

An indication of the Ongoing Monthly Service Fees for NZePS can be located on the Insight Customer Portal.

Activation

IMPORTANT INFORMATION - SYSTEM REQUIREMENTS

Before activation of the NZePS service within Medtech32 it is important that you ensure that your infrastructure meets the minimum requirements for using the NZePS service within Medtech32 as outlined in the System Requirements Specification Guide.

To activate the NZePS service within Medtech32:

1. Select the **check boxes** to indicate
   - o Acceptance of the Terms and Conditions
   - o Acceptance of the Ongoing Monthly Fees for your practice
2. Select the **Activate** button
3. Once the activation process has been completed, you will be prompted with the following message:
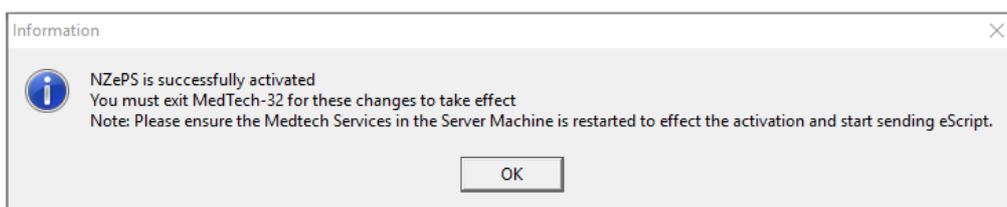
4. Your User Name and Password will be automatically created and added to the screen as part of the activation process.

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5. Click on the **OK** button to close the message prompt

6. Exit Medtech32 and complete the required restart of your Medtech Services before you start to use the NZePS service within Medtech32.

Self-Training Guides and Training Webinars

Self-Training Guides and Training Webinars for NZePS functionality within Medtech32 can be located in the Insight Customer Portal under the NZePS section.
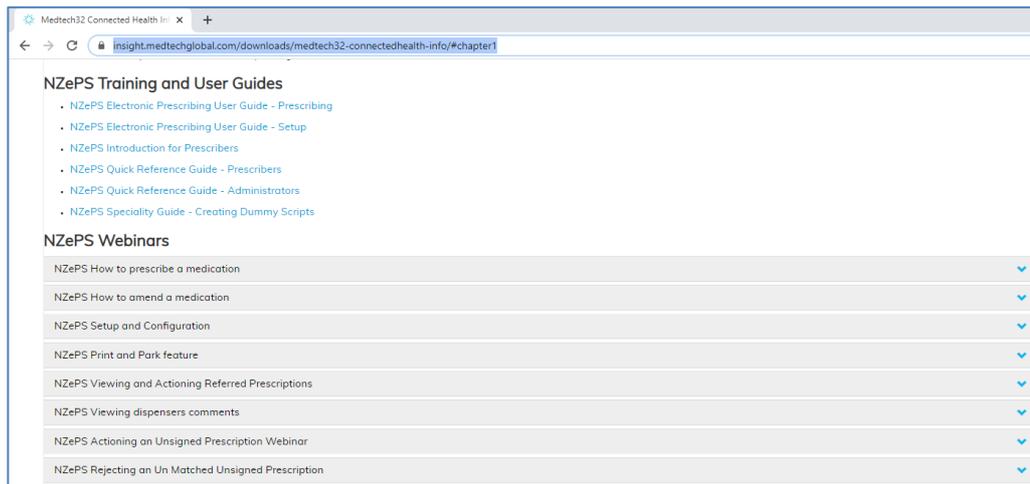
Please review the Medtech32 NZePS Documents and Webinars to get an overview on how to use NZePS within Medtech32.

If you have queries after reviewing the provided training material, please contact the Medtech Training Team at TrainingNZ@medtechglobal.com.

De-activation

If for any reason you would like to de-activate the NZePS service within Medtech32 you have the ability to do this yourself from within the Electronic Prescribing Setup screen.

To de-activate the NZePS service within Medtech32:

1. Select the **De-activate** button

2. Once the de-activation process has been completed, you will be prompted with the following message:
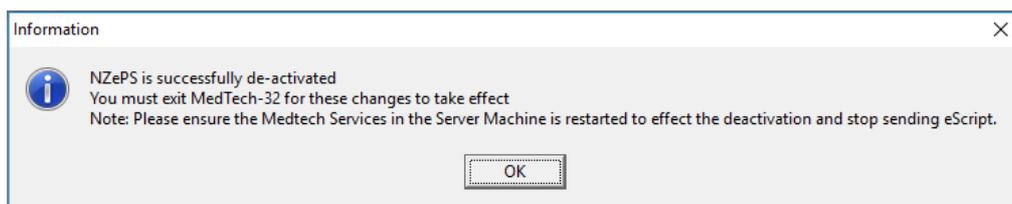
3. Click on the **OK** button to close the message prompt

4. Exit Medtech32 and complete the required restart of your Medtech Services to complete the de-activation of the NZePS service within Medtech32.

If you are interested in learning more about the New Zealand e-Prescription Service please see https://insight.medtechglobal.com/downloads/medtech32-connectedhealth-info/ or contact salesnz@medtechglobal.com.