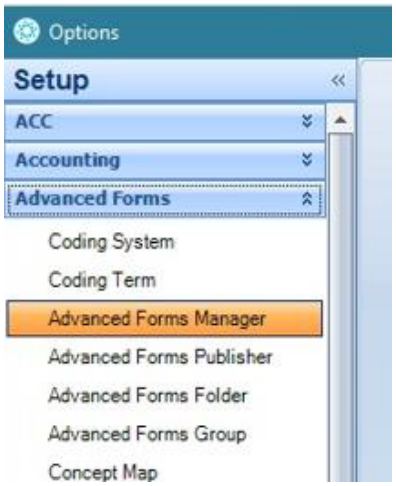
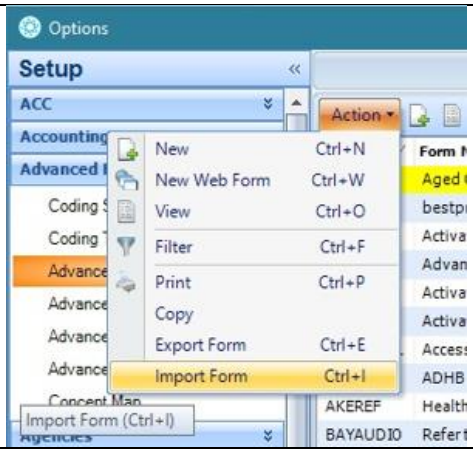
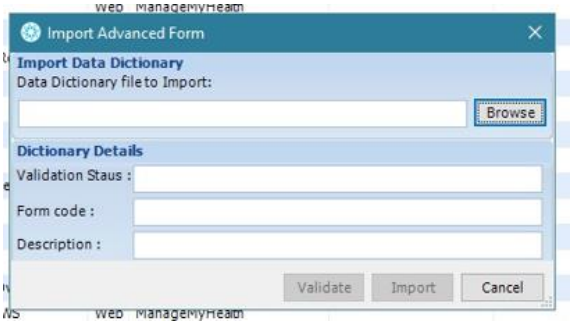
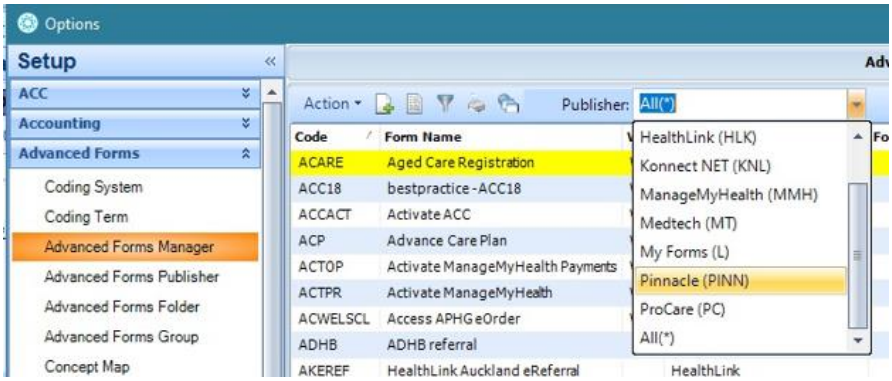
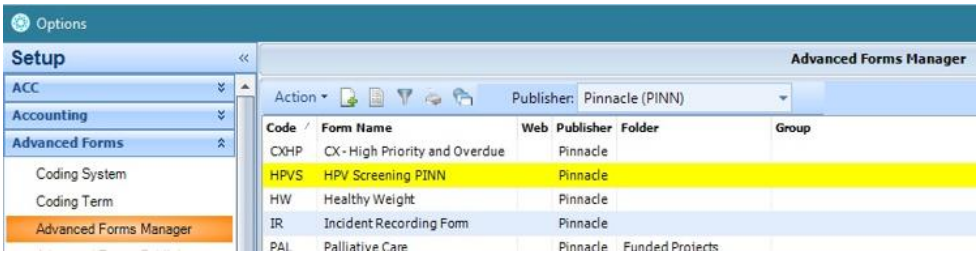
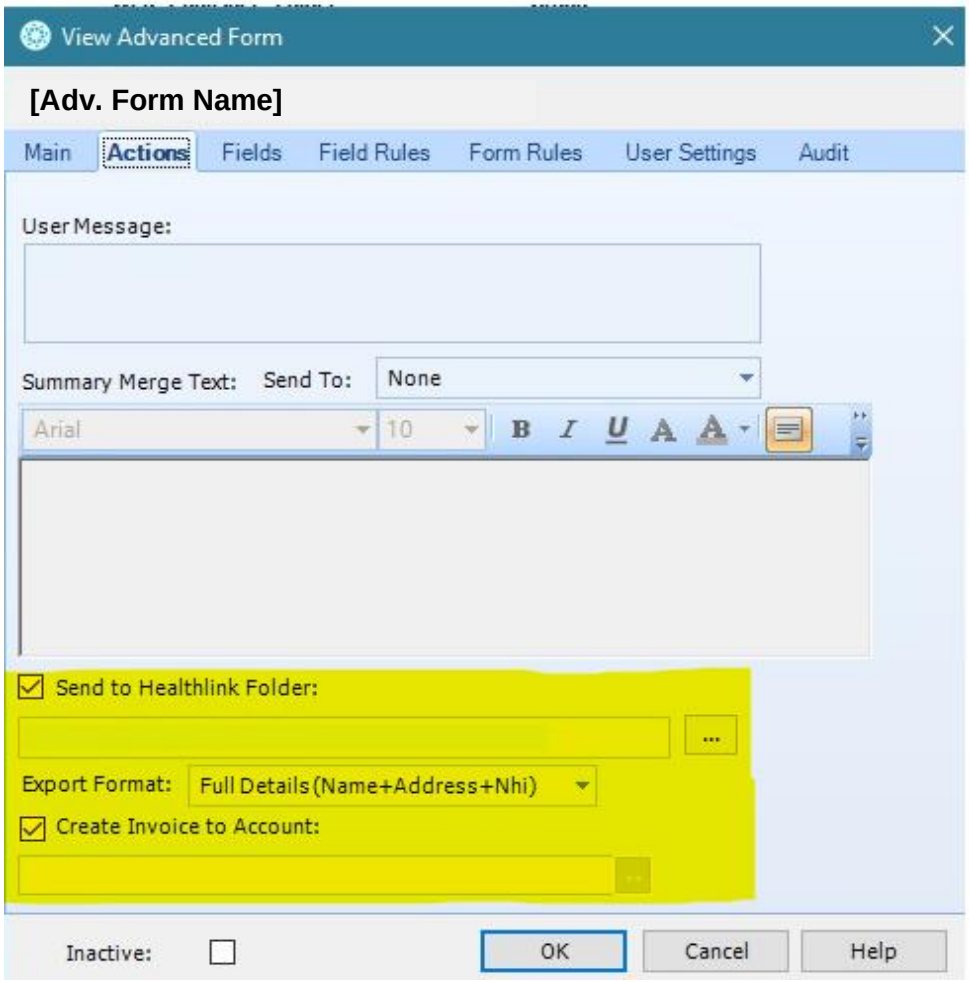
ONE POINT LESSON

Installing Advanced Form Medtech Evolution

1.	The Advanced Form will be sent to the practice via email. Save the file to a folder or desktop. Open Medtech Evolution and in Options select: > Setup > Advanced Forms Manager	
2.	The Advanced Form window will open. Click: > Action > Import Form	
3.	Click 'Browse' to locate the Advanced Form you have saved on your computer: > Open the {filename}.xml > Click Validate > Click Import	
4.	Change Publisher to Pinnacle (PINN) *If you cannot see the advanced form change Publisher to ALL.*	

5.	Select and open on the advanced form required in the list. For example, as highlighted - HPV Screening	
6.	Click the 'Actions' tab. Tick the box: **'Send the HealthLink Folder.'** *If you already have Adv. Forms "published" under Pinnacle, you could copy the HLINK folder destination from another advanced form.* *But if you don't, you will need to locate the destination of your HealthLink folder .....:\HLINK\FF_out\pinnacle).* Tick the box: **'Create invoice to Account'** Then select an existing A/C or create a new A/C holder for invoicing. Click OK.