# WELFORD CHART NOTES NEWSLETTER

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## GENERIC REPORT GENERATOR EXPORT AND IMPORT *(User's Manual, pages 1325-1328)*

You can share Generic Report Generator Report Definitions with other practices using the Generic Report Generator Export and Import features. Let's see how this is done.

1. Press Reports\Generator.
2. In the **Title** box, press **Search** to select a Generic Report Generator Report that you have previously stored and that you wish to export to another practice. (If you have not yet created the Report that you wish to export, do so now and then save it).
3. Press the **Export** button.
4. Specify the name of the file that you wish to use to store this Generic Report Generator definition. By default, the program uses the **Title** followed by ".GRG". (In this example, "DIABETICS.GRG") You should keep the ending of the file ".GRG" as this is the file type for Generic Report Generator import/export files.
5. Press **Save** to save the file to your hard drive.
6. Send this file to the other practice that wishes to use your Generic Report Generator Report.
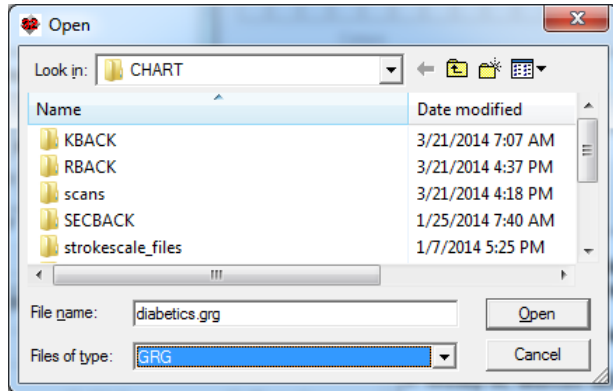
7. At that practice, press Reports\Generator\**Import**.
8. Choose the file on your hard drive that was sent to you by the first practice and press **Open**.
9. You're now ready to use this Generic Report Generator Report.

Note that the Provider list will of course be different between the two practices. You may wish to change which Providers are checked in your own practice after you Import the Report.
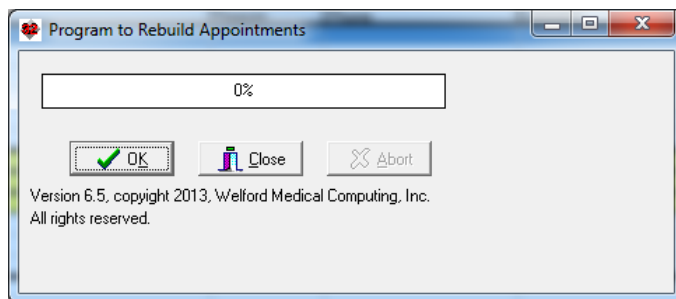
Also note that if the practice that is exporting the Report has used any User-Defined Vocabulary within the Report which is not recognized by the practice importing the Report, then the Importing practice will not be able to utilize the Report.

## APPOINTMENT SCHEDULER RE-INDEXER *(User's Manual, pg.1320)*

If for some reason the indexing to your Appointment Scheduler becomes corrupt, resulting in one or more appointments failing to display, you can easily rebuild the index. Here's how:

1. Make sure that there are no users currently using the Appointment Scheduler. (If they are using the Scheduler while the Re-Indexer is running, it is possible that changes that they make while it is running will not be recorded). The Re-Indexer will refuse to run if it detects a user currently using the Scheduler.
2. Press View\Appointments\**Goto**\Reindex.
3. When asked if you are sure you wish to proceed, answer **Yes**.
4. You are once again reminded that all users should log off the Appointment Scheduler. If all users have logged off the Appointment Scheduler, answer **Yes**.
5. Enter the Master Password and press **OK.**
6. Press **OK** to launch the Re-Indexer.
7. Press **Close** when it is finished.


## APRIL QUARTERLY UPDATE RELEASED

This month we are releasing the April, 2014 Quarterly update. The update includes new medications, diagnostic terms, drug interactions, drug dosing information, spelling words, drug-disease Alerts, Web Links, algorithms, medication test reminders, cross-reacting allergies, indications, and dozens of new patient education brochures. This update has over 10,900 drug interactions with over 3300 references, over 12,300 Alerts, nearly 10,000 Web Links, over 8100 Indications, over 137,000 spelling words and over 1770 Brochures, including new or revised Brochures on collagenase, dimethyl fumarate, estrogen-bazedoxifene, gabapentin, luliconazole, ponatinib, pregabalin, riociguat, simeprevir, sofosbuvir, umeclidinium-vilanterol, vortioxetine, alcoholism, Alzheimer's disease, amyloidosis, anxiety, concussion, depression, diverticular disease, hepatitis C, obesity, osteoporosis, pulmonary hypertension, and others.


## NEWS ON VERSION 6.6

We have been busy adding new features to version 6.6. If there are particular features you would like to see in version 6.6, please contact us.


## SEND US YOUR TIPS

If you have tips, shortcuts, questions, or suggestions for future newsletter topics, please send them to us at:

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