

# Activation

Here are the details to help you activate for NZePS.

## ConnectedCare ► Setup ► ePrescribing

**Electronic Prescribing Setup**

Practice Setup | Activate Staff | Audit

**Activation Process**  
The activation of NZePS can be initiated by practices themselves.  
First complete the Connected Health Information Services Request Form available on the Ministry of Health website [Click Here](#)  
This form is to be signed and emailed to the Ministry of Health at [onlinehelpdesk@moh.govt.nz](mailto:onlinehelpdesk@moh.govt.nz).  
The Ministry of Health will process the application and provide your practice with the relevant information needed.  
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 conditions below.

**User Guides and Training Videos**  
User Manuals and Training Videos for NZePS features and workflow within your PMS can be located on the Medtech website in the following location:  
[www.medtechglobal.com/chis](http://www.medtechglobal.com/chis).

**ePrescribing Settings**

Activate ePrescribing Service Log

Keep ePrescribing Service Log history for  days

Default Non-dispensing Period  day(s)

**Connection Settings** | Proxy

URL:

System Username:

System Password:

**Authorisation & Approval to Activate**

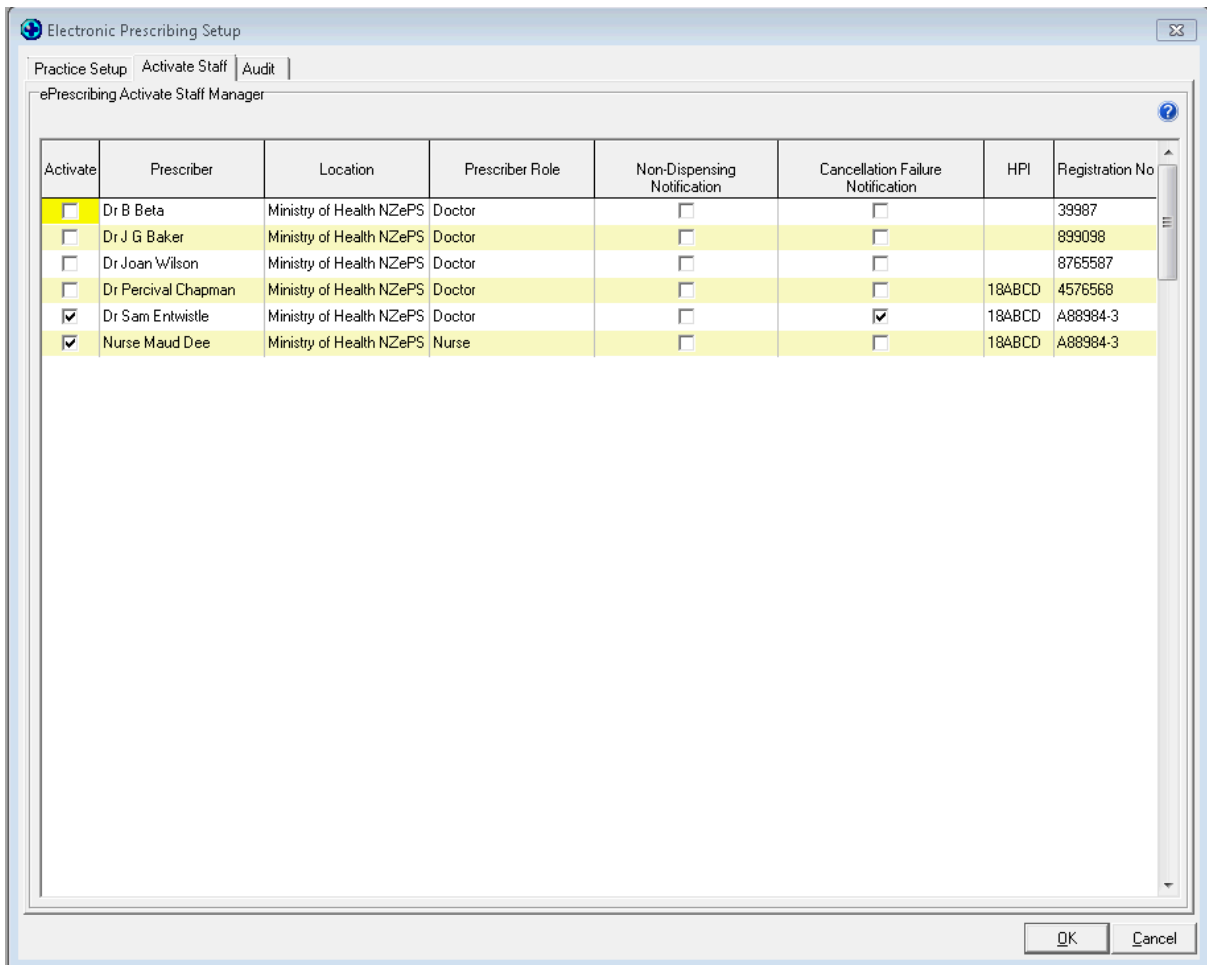
I have the necessary authority to accept the on-going monthly service fee based on the number of Medtech PMS licenses.  
I authorise Medtech Limited to charge this additional on-going monthly service fee along with my regular on-going PMS Monthly Support and Maintenance Fees.  
The on-going monthly service fees can be located on the Medtech website: [Click Here](#)  
The number of licenses your practice has can be identified by navigating to Help > Register within Medtech32

Medtech offers you access to the Medtech NZePS modules subject to your Medtech License and Service Agreement.  
By activating the NZePS service in your Medtech PMS system you accept these terms and conditions.  
Medtech License and Service Agreement information can be located on the Medtech website: [Click Here](#)

De-activate

OK Cancel

Scroll down



To check, once you have set up the prescribers, complete a test script using one of the test NHI's included below.



List of Dummy NHI numbers.pdf

Then check that the script Status has updated from to "Active". If the script Status is still "To Be Sent" then Medtech Services will need to be restarted. (Refer Instructions below as to how to re-start if required. If the script status is "Active" then the script has successfully reached NZePS.



How to Restart Medtech Services.docx