



Quick Sheet: Installing the Pathology Label Printer

Overview: This Quick Sheet describes the procedure for installing the Dymo™ label printer so that it will work with doc2MD. There are two instances in which doc2MD will print to a label printer. The first is Pathology Labels and the second is Chart Labels for those that wish to use a hybrid configuration of paper and electronic medical records. This document describes the steps necessary to configure doc2MD so that it will print Pathology Labels.

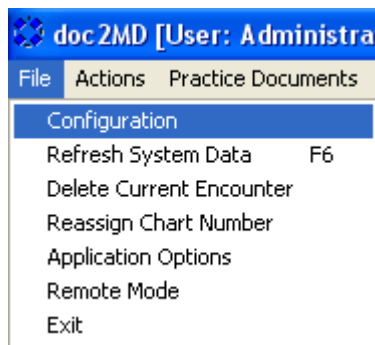
Step 1: Determine the computer or computers which will be responsible for printing pathology labels. This is typically a Nurses Station (or Back Office) computer. The computers should be centralized to the operations of the practice so that when labels are printed, they can be easily collected for placement on the specimen jars.

Step 2: If not already installed, install doc2MD by following the standard instructions for configuring doc2MD to run on the workstation.

Step 3: Install the Dymo™ Label printer following the instructions that accompany the label printer.

Step 4: Install the Dymo™ Label software that is on the CD. This software allows the workstation to print from word processing applications as well as doc2MD.

Step 5: Configure doc2MD to print labels. To accomplish this, login to doc2MD and select File | Configuration



Once the Workstation Configuration screen appears, select **“This workstation prints pathology labels”**

Workstation Configuration

Use this screen to configure the options for this workstation.

This workstation plays alert messages This workstation prints pathology labels

Pathology Labels Setup

Option 1: For practices that have one Descriptor Set however multiple medical providers. Click below if you want this workstation to print a specific medical provider's labels. Then select the medical provider.

Option 2: For multiple descriptor sets: Select the Descriptor Set for which the labels will be printed. If all labels will be printed from this location, select ALL.

Multiple doctors use this descriptor set

Doctor Corey ALL

If this computer has a camera attached, where does it store pictures?

Temp picture folder ...

If this computer has a scanner attached, where does it store files?

Scanner Document Folder ...

Connection Mode | Practice Management System Bridge | Remote Mode

Select one of the interface types below. If you do not use a Practice Management System, select None.

Once selected, enter the User ID and Password and other connection information on the Connection Attributes tab.

If you are using the Practice Management System Bridge, please review the Practice Management System Bridge tab for configuration information.

Interface Type: Medisoft

Save and Close Cancel

If the practice has only one medical provider, you are done. If however you have multiple medical providers and wish to print labels on different label printers, you may choose one of the two options listed:

Option 1: For practices that have one Descriptor Set however multiple medical providers. Click below if you want this workstation to print a specific medical provider's labels. Then select the medical provider.

If you choose to implement Option 1

- Click the **Multiple doctors use this Descriptor Set**
- Select the medical provider from the drop down list

Copyright 2010 doc2MD, Inc.

Dymo™ is a registered trademark of DYMO - A Newell Rubbermaid Company

Option 2: For multiple descriptor sets: Select the Descriptor Set for which the labels will be printed. If all labels will be printed from this location, select ALL.

If you choose to implement Option 2

- Make sure the **Multiple doctors use this Descriptor Set** is not checked
- Select the Descriptor Set that the workstation is responsible for printing from the list

Press Save and Close

You are done. To test the label printing, create a new encounter and then a new diagnosis. Within diagnosis, select a pathology procedure. Once the requirements are met for a pathology procedure, the label will print automatically.

Note: If the label does not print, it is typically because of incomplete installation of the Dymo™ software. Make sure that you install the software from the CD that accompanied the Dymo™ printer.