

MedImage.co.nz Installation Checklist



| | |
|---|--|
| Client Name | |
| IT Administrator Contact Name, Email, Phone | |
| Installation Contact Name, Email, Phone | |
| Installer Name, Email, Phone | |
| Client Address | |
| Client Billing Address | |
| Time zone | |
| Planned Time of Installation | |
| Invoice details | |
| Target photo folder path, and any details of server structure (e.g. central Windows 2008 server with client Windows 2010 PCs) | |
| Details of EHR (Electronic Health Record) system e.g. MedTech32. Include data backup and recovery procedure. | |

Approximate Time Frames:

| | |
|-----------------------|-----------|
| Basic Installation | < 1 hour |
| Advanced Installation | < 5 hours |

Please tick where appropriate.

Pre-Installation (Basic)

| Item | Client | AJ |
|---|--------|----|
| Have you got permission from your IT system admin to install MedImage Server? | | |
| If it exists already, have you created a backup of the target folder for the photos? | | |
| Do you have a phone account that can purchase the app, if the app is not already installed on a sample phone? (On a new device, this may not be set up already) | | |
| Can you log in as an Administrator account, and does this account have permissions to write into the target folder (please double check network drives)? | | |
| Have you installed the remote jitsi-meet-electron installer from https://support.atomjump.com for a remote PC control session by MedImage staff? (Password: 'support') | | |
| Are you in the same time-zone as New Zealand? If not, have you pre-arranged a time with MedImage.co.nz for the installation to take place? | | |

Pre-Installation (Advanced - EHR Connector)

| Item | Client | AJ |
|--|--------|----|
| Is your EHR on the currently supported list? | | |
| Are there any drive mappings? E.g. M: drive is used by users of MedTech for a mapping from C:\mt32 to M: on client PCs. If so, have you listed these in the EHR details section? | | |
| Do you wish to have a popup notification of any errors during the attachment to your EHR system? (If not, you can still check these on the EHR log). We recommend using AtomJump Messenger for this. | | |
| Have you warned users of the expected system downtime while the installation takes place? | | |
| Have you done a full manual backup of the EHR system prior to installation? | | |

Post-Installation (Basic)

| Item | Client | AJ |
|---|--------|----|
| Can a photo be taken by a new user on the app, and does it appear in the correct target folder? | | |
| Can any existing users (e.g. during an upgrade) still send photos to the correct target folder? | | |
| If you switch 'ID writes a folder' to off, does the photo still get transferred to the correct target folder? | | |
| Do multiple word IDs correctly transfer? | | |
| Does the system still function after a reboot of the MedImage Server's server machine? | | |
| After two weeks , is the system still operating smoothly? | | |

Post-Installation (Advanced - EHR Connector)

| Item | Client | AJ |
|--|--------|----|
| Does a new photo appear listed in the correct patient record? | | |
| Have you checked duplicate patient records (if applicable)? | | |
| Can the photo be clicked and opened directly from the EHR system interface? | | |
| Does the system still function after a reboot of the EHR system's server? Sometimes this may be hard to authorize. | | |

Costs and Terms of Service

- Provided all of the above conditions are met, standard prices from AtomJump Ltd. (also known as 'AJ' or 'MedImage') are **NZ \$100 for a Basic Installation**, and **NZ \$400 for an Advanced installation** (and free if you are unhappy with the software). Note: GST is also added for New Zealand customers.
- If we discover during an installation that some of the above conditions were not met, we will bill at NZ \$50 / hour above the standard costings.
- This will be invoiced after a two week settle-in period post installation.
- A **5 Year Warranty** is provided for any software bugs which result in required maintenance.
- Maintenance should be minimal, but if there is anything additional e.g. surrounding software upgrades that were not predicted by our client, this will be costed at NZ \$50 / hour.