

e-Pharmacy Preparation Setup Checklist for IRM/IT

ACTIVITY	STATUS	RESPONSIBLE	COMMENTS
1. Verify the BPS NCPDP Logical Link is set to the correct TCP/IP Address.			
A. From the HL7 Main Menu select, Interface Developer Options			
B. Select the option, EL Link Edit			
C. Select the BPS NCPDP Logical Link Node			
D. Set the AUTOSTART field to Enabled .			
E. Accept the default LLP TYPE, which is TCP , by pressing the <ENTER> key. This will take you to the TCP Lower Level Parameters.			
2. Restart the BPS NCPDP HL7 link.			
A. Verify the option, BPS Nightly Background Job , is queued to run daily during non-peak hours (avoid CMOP transmission timeframe).			
B. Verify the option, IBCNR SHARED MATCHES RPT TASK , is queued to run once a week during non-peak hours.			
3. Check with OPECC and e-Pharmacy Site Manager to make sure the appropriate menus and security keys are assigned. Ask Business/Revenue Office to validate holders of IB Insurance Security keys.			
4. Coordinate e-Pharmacy Activation with OPECC and e-Pharmacy Site Manger. A. Pharmacy BPS Link			

ACTIVITY	STATUS	RESPONSIBLE	COMMENTS
B. IB Master Switch C. National Payer nationally active and locally active.			