

BEST PRACTICE – SECURE MESSAGING

ADDING AN ENTRY TO CONTACTS

From the Main screen of Best Practice

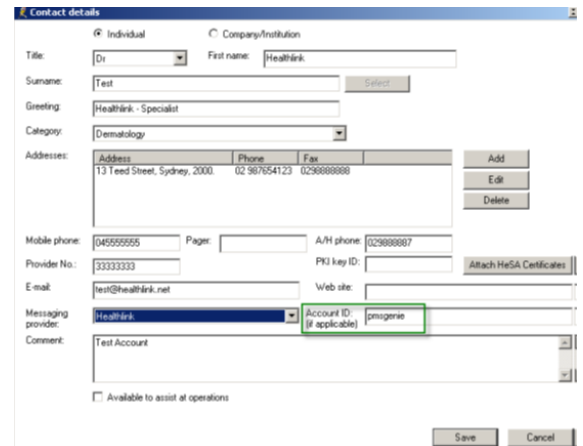
1. Open Best Practice **Contacts Database**.  (F11)

2. Select **Add>New** or modify an existing entry for MHTRIAGE.

3. Enter the details for the provider

4. Select the **Messaging Provider** from the list as **Healthlink**

Enter the EDI into the Account ID field (in this case MHTRIAGE).



5. **Save.**