



# DrugPak Software Suite Newsletter

Premier Drug and Alcohol Testing Software

June 2006

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## We're Here to Help You!

We appreciate that you have chosen DrugPak to manage your substance abuse testing data. This newsletter is an opportunity for us to pass on news, helpful hints, and suggestions. If you ever have any questions or problems, don't hesitate to contact us.

Be sure to regularly check for DrugPak module updates at [http:// www.drugpak.com/update](http://www.drugpak.com/update) and remember to read the release notes to learn more about the changes.

The following modules have recently been updated:

- [DrugPak Main Module \(5/02/2006\)](#)
- [Document Manager \(5/23/2006\)](#)
- [MRO Management \(5/05/2006\)](#)
- [Facts-On-Demand \(5/22/2006\)](#)
- [DP Live \(5/09/2006\)](#)

## Automate Invoicing with DP Billing

DP Billing, DrugPak's best selling add-on module, makes it easy to generate invoices using the result data in your DrugPak in conjunction with customized fee schedules. If you have not evaluated this module, here are a few reasons to do so today.

### With DP Billing:

- Create professional invoices in minutes for all your clients
- Stop double entry in your accounting software

## • [MRO Management Quest Diagnostics Update](#)

A new piece of information will be made available as part of result data delivered from Quest Diagnostics Laboratory. This change is scheduled to start in early July 2006. The new item is a global identification number that will uniquely reference a result across any account from any of Quest's testing facilities.

**Any MRO Management user who imports result data from Quest Diagnostics will require modifications to the translation script in MRO Management in order to receive this new data.**

A utility program has been developed by Scanlon Associates to address the change in MRO Management for the most common Quest data format, QTN. If you are not sure which format you use, it is safe to try this utility. If you do not know the current DrugPak support password (used with the latest updates and needed to install this

- Eliminate errors in charges
  - Reduce labor costs substantially

Using DP Billing, you can cut your billing time from days to minutes. No longer will you need to do "double entry," that is, enter test results in one program and enter billing information into another. Simply enter test results into DrugPak as usual, then run DP Billing at the end of your billing cycle. The billing cycle can be any length and it can be set individually for each customer. Sharp, professional invoices are produced in minutes. Invoices can then be placed in window envelopes and mailed directly to your customers.

#### **Basic Features List**

- Invoices compiled and printed directly from DrugPak records
- Global and/or individual company pricing for tests and services
- Optional pass-thru charges for lab services and collection sites
- Optional "other" charges & discounts
  - Optional fixed and/or variable administrative fees
    - Optional invoicing relationships to "parent" company
  - Optional separate pricing for positive, DOT, and non-mandated testing
    - Use your own "virtual electronic letterhead" on invoices
    - Customize line item content
  - Export invoice totals to your Accounts Receivable system and/or General

software patch), please contact our Support Department for assistance. (Your support agreement must be current to receive this patch and receive the installation password.)

Any MRO Management user using a Quest translation referred to as ASTM-90 or if the utility reports a failure, please contact DrugPak Support for more assistance.

If you have questions about this utility or anything in regard to MRO Management translation scripts for Quest or for any of the other numerous laboratories with which MRO Management is compatible, contact [Eric Beers in DrugPak Support](#)

#### **Download the Update Utility**

- **Document Manager Users NTFS vs. FAT32**

The DrugPak support department has encountered a few instances of a Windows system problem that Document Manager users should be aware of. As your image library grows in size it can cause problems on Windows 95 or 98 machines because of technical limitations of the hard drive formatting. This formatting is a type known as FAT32. With Windows NT4 a more advanced format was developed called NTFS. The NTFS format is the standard format for Windows XP (pro & home), NT, 2000 and 2003.

It is optional in Windows NT, 2000 and XP to format your hard drives as FAT32 or NTFS and in some cases rather old programs would not run on NTFS, so there are some installations of Windows that still run FAT32. A limitation of FAT32 can interfere with DP Document Manager due to the size of the image library table. **FAT32 is limited to files with a maximum size of 4 GB where NTFS allows for several time that size.**

It is recommended that if you are using DP Document Manager that you make sure that the hard drive volume where DrugPak is stored is formatted as an NTFS volume. A utility in Windows makes it possible to convert an FAT32 volume into an NTFS volume. If you are unfamiliar with these concepts please consult an IT professional before performing a conversion, as this process is irreversible.

**[Microsoft.com's Technet article regarding converting to NTFS](#)**

- **June Webinars**

#### **Random Selection Webinar**

Learn how to use DrugPak's Random



Ledger with data transfer to QuickBooks and Peachtree included.

To learn more about DP Billing and how it can help improve your business, call our Sales Team today at 800-321-7826 .

[Visit DrugPak.com to learn more about DP Billing.](#)

Selection Expert to quickly and easily perform random selections. In-depth coverage of random selection profiles, the random selection expert and random selection program statistical analysis.

**DrugPak Random Selection - 90 minutes - \$69**  
**Thursday June 22nd 2:00 PM Eastern Time\***

#### **Basic Filter Building**

In this short summary of Symbolic Logic 101, learn the basic concepts for building and using filters in a variety of situations. Filters can be used to handle the special situations for viewing and retrieving data in the unique ways your clients demand. After learning about filters, people have made comments like "The doors of DrugPak have really opened for me after I learned how to do this." The Basic Filters class is a prerequisite for additional advanced webinars that will be offered in the future (Using Custom Billing Features and Advanced Data Export). However, anyone can take it now and learn how to implement filters in DrugPak right away even if you don't intend to participate in the advanced webinars.

**Basic Filter Building - 90 minutes - \$69**  
**Tuesday June 27th 3 PM Eastern Time\***

**Support Plan members receive an automatic \$10 discount to all webinars!**

Contact Scanlon Associates today to make your advance reservations. Call (800) 321-7826 x202.

Attendees are welcome to have one computer connected to the on-line portion and one phone connection to the conference call, but have as many people view and listen in your office as you wish. Advance payment is necessary to reserve your place and includes the cost of the web connection and the toll-free conference call.

**\*Please note: all times for webinars are Eastern.**

Adjust for your location accordingly and please be prompt!

There is a limited number of "seats" available for each webinar. Please be considerate of others who may wish to attend. In the event you cannot attend a webinar for which you have registered, kindly give at least two hours notice that you will not attend. We will be unable to give refunds or reschedule webinars unless we receive your cancellation at least two hours before the scheduled webinar start time.

[Click Here for the complete webinar schedule](#)

- **Improved DP Billing**  
**A/R Export to Peachtree**

One of the most important features for many DP Billing users is the ability to export invoice data to QuickBooks and Peachtree. New versions of **Peachtree Accounting Software** have a slightly modified data import procedure.

If you use DP Billing in conjunction with Peachtree and you are experiencing error messages or trouble with Peachtree invoicing items, then a new export process will make the exchange flow more smoothly. This new export script is available to any DP Billing user with a current DrugPak Support Agreement.

Please contact [Eric Beers](#) in the DrugPak Support Department to discuss your situation and arrange to install the new script.

### [What is DP Billing?](#)

[support@drugpak.com](mailto:support@drugpak.com)  
<http://www.drugpak.com>

(800) 321-7826

- **Think About It**

"People who enjoy what they are doing, invariably do it well."

--Joe Gibbs, American Football Coach



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