

Medical Director V2 – Remove Sample Patient records

You may have installed the tutorial files when you first installed Medical Director. These are the Andersons and the Andrews. There will also be some dummy Specialists and maybe even Doctor Practitioner.

All of these can be removed by using the **Remove Samples** utility program in the **Medical Director Maintenance** program.

- It is recommended you back up your data, using the Medical Director “Backup Utility, before running any of the Medical Director Utilities.
- Medical Director should not be running on any workstation while this utility is running.

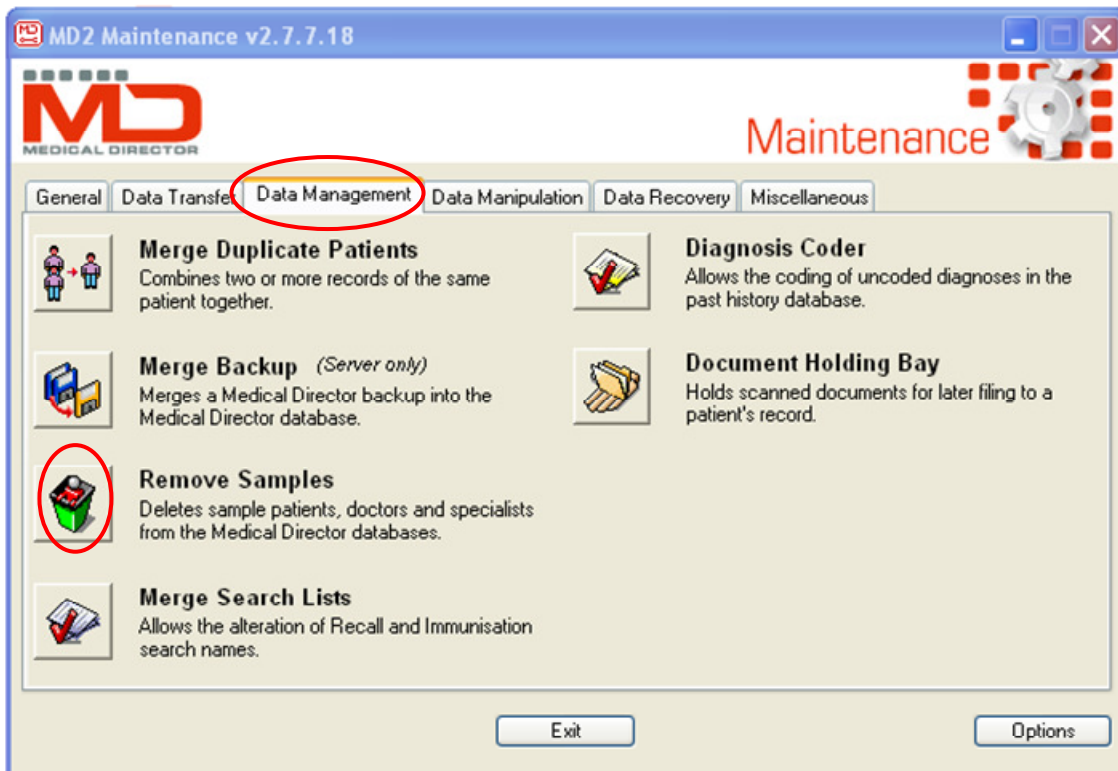
How to do it.

1. Make sure that Medical Director is not running on any computer on the network.

2. Start **MD2 Maintenance**.

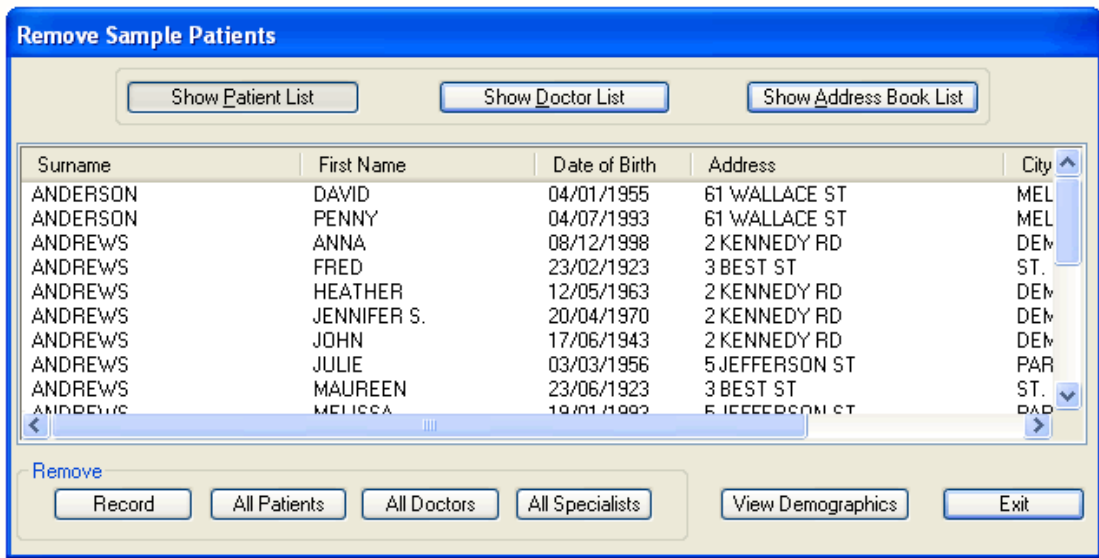


3. Click on the **Data Management** tab. Click on the **Remove Samples** button and then follow the on screen directions.



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4. The Remove Sample Patients screen will be displayed.



5. Select data you wish to remove:

- **Record** - Select a record in the list and click this button to remove an individual.
- **All Patients** - Click this button to remove all sample patients and their records.
- **All Doctors** - Click this button to remove all sample Doctors and users from the Doctor database.
- **All Specialists** - Click this button to remove all sample Specialists and businesses from the Address Book.
- When viewing the patient list, you can check the demographics of the currently highlighted patient using the View Demographics button.

6. Click the **Exit** button to close the Remove Samples utility

Note: Utilise Medical Director Help Menu to search further information.
Help → Index → Search → Type - 'Remove Samples' → Display.

This document has been created by SEA-GP (Brisbane) using screen shots and content from Medical Director Program.

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