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About the Sidebar

The Sidebar allows a clinician to activate widgets for use in a clinical setting. Widgets are applications developed to integrate with MedicalDirector Clinical, placed on the Sidebar.

The Sidebar provides safe, supported interaction between third-party systems and MedicalDirector Clinical, and allows the clinician to easily access information across platforms and share information between different clinical systems.

The Sidebar itself behaves like an extra window that is ‘unpinned’ by default to the right side of MedicalDirector Clinical.

About Widgets

Widgets are applications developed to integrate with MedicalDirector Clinical, placed on the Sidebar. Widgets on the Sidebar are approved and digitally signed by MedicalDirector during the approval process to ensure that the purchase and use of a widget is contained to the specific Practice that will use it. MedicalDirector Clinical comes pre-installed with a number of widgets, described following.

MedicalDirector Widgets

- **MedicalDirector Clinical Prompts**: Displays clinical prompts in the Sidebar as an alternative to pop-up messages.

- **Image Safe**: Store photographs from your camera or iPhone to the Patient file with no impact to your usual workflow. Invite patients to upload from home, compare, mark, annotate and more. Free Trial available now.

Partner Widgets

- **Healthshare (Fact Sheets)**: Patient and GP Education Fact Sheets from Australia’s leading health organisations.

- **Healthshare (Refer)**: Healthshare Referrals is a comprehensive, searchable directory of private practising specialists in Australia. You can search by specialty, special interests, hospital affiliations and suburb, and quickly complete the referral writing process through Letter Writer.

- **UHG (Medical Request)**: The UHG Medical Request widget provides a streamlined, fast, and secure process for handling insurance medical requests and reporting.

New widgets, either developed by MedicalDirector or by third-parties, are made available from time-to-time, for free or for purchase from the MedicalDirector Widget Store (http://store.hcn.com.au/).
Using the Sidebar

Activating and Accessing the Sidebar

The Sidebar is installed automatically with MedicalDirector Clinical, and will be active when you next open MedicalDirector Clinical.

When the Sidebar appears, it will be located to the right-hand side of your screen, ‘pinned’ to the side of MedicalDirector Clinical, as shown in the following image. In this state, the Sidebar is said to be pinned. When pinned, the Sidebar is always in view.

![Sidebar Pinned Example]

You can change the width of the Sidebar by clicking and dragging its left-hand edge.

You can minimise the Sidebar, keeping it active but hiding its contents, as shown in the following image. In this state, the Sidebar is said to be unpinned. To access the Sidebar when unpinned, simply move your mouse over the Sidebar tab. Pinning and unpinning the Sidebar is explained in the table of features and functions, below.

![Sidebar Unpinned Example]

When the Sidebar is in the unpinned state, and a widget needs to notify you of something, a notification indicator will appear at the top-left corner of the widget icon. In the following example, this widget has 3 notices to inform the user of.
## Features and Functions of the Sidebar and Widgets

<table>
<thead>
<tr>
<th>Button</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>![NEW]</td>
<td>Check for new/updated widgets, and updates to Sidebar itself.</td>
</tr>
<tr>
<td>![△ ▼]</td>
<td>Maximise / Minimise each widget.</td>
</tr>
<tr>
<td>![Unpin / Pin]</td>
<td>Unpin / Pin the Sidebar to MedicalDirector Clinical. When pinned, the Sidebar remains in view. When unpinned, the Sidebar hides until you move your mouse over the blue Sidebar tab to reveal it.</td>
</tr>
</tbody>
</table>
| ![Sidebar Settings] | ○ Access the Add/Remove Widgets – Widget Palette to manage your library of widgets and select which of those appear on the Sidebar.  
○ Access the online widget store.  
○ Set widget permissions.  
○ Check for new/updated widgets.  
Some widgets also have their own settings button, giving you access to their individual settings. |
| ![Navigate] | Navigate through multiple pages of widgets.  
*This button panel, located at the bottom-right of the Sidebar, indicates that multiple pages of Widgets are available to you. Click the ‹ † buttons to navigate between sets of Widgets.* |
| ![Shows/hides] | Shows/hides the 'fly-out' window.  
The fly-out window is an extension of a widget, enabling the widget to display information that would otherwise not fit, or be legible to the user within the confines of the docked widget itself. Not all widgets have a fly-out window. You can also close a fly-out window by clicking its X-button. |

## Arranging Widgets on the Sidebar

You can rearrange the order in which widgets appear on the Sidebar. To do this, simply click and hold the title bar of the widget you wish to relocate, and drag it into position, releasing the mouse when in place, as shown in the following example.

![Sidebar and Widget Arrangement Example]

Widgets can also be moved between pages by hovering over the widget header that you wish to reposition, clicking and holding the mouse button while dragging the widget to the desired position/page. Note that if there is only 1 page of widgets active, you cannot drag a widget onto a new page.
Adding/Removing Widgets – The Widget Palette

The Add/Remove Widgets – Widget Palette is your library of widgets. It is accessed by either:

- Selecting Sidebar > Add/Remove Widgets.
- Clicking the button on the Sidebar, and then selecting Add/Remove Widgets.

Widgets are displayed in alphabetical order. Keyboard controls are available; you can either mouse-click on the widgets or use the arrow keys on the keyboard. When the number of installed widgets exceeds the page limit (8 per page, max.), the Next Page / Previous Page buttons are available to navigate through the pages. Alternatively the Page Up/Page Down keyboard buttons will navigate back and forth. When a widget is selected, its name and a brief description appear at the bottom of the window.

<table>
<thead>
<tr>
<th>Button</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Navigate" /></td>
<td>Navigate through multiple pages of widgets.</td>
</tr>
<tr>
<td><img src="image" alt="Search" /></td>
<td>Search for widgets. As soon as you start typing the widget Name or Keyword, the window is filtered to match the criteria entered. Clearing this field returns all widgets to the window.</td>
</tr>
<tr>
<td><img src="image" alt="Add" /></td>
<td>Add this widget to the Sidebar. A selected widget can also be added/removed by pressing the Spacebar, Enter key, or double-clicking it. When a widget is added to the Sidebar it is placed beneath any existing widgets.</td>
</tr>
<tr>
<td><img src="image" alt="Remove" /></td>
<td>Remove this widget from the Sidebar. A selected widget can also be added/removed by pressing the spacebar, Enter key, or by double-clicking it. Removing a widget from the Sidebar does not uninstall it. To uninstall a widget, do so via Windows’ Add/Remove Programs.</td>
</tr>
<tr>
<td><img src="image" alt="Update" /></td>
<td>An update for this widget is available to download from the Widget Store. Right-click the widget and select ‘Download Update’ from the menu. This requires an active Internet connection.</td>
</tr>
</tbody>
</table>
Uninstalling Widgets

Note that there is a difference between uninstalling a widget and simply removing it from the Sidebar; by uninstalling a widget it is removed from your computer.

1. Click the Sidebar Settings button, and then select Add/Remove Widgets. The Widget Palette appears.
2. Locate and right-click the widget you wish to uninstall.
3. Select Uninstall from the menu that appears. You will be prompted to confirm this. The widget will be removed from the Widget Palette and your computer.

Widget Notifications

Some widgets may be designed to prompt you with a notification. Notifications appear at the bottom-right of MedicalDirector Clinical, near your Windows Task Bar, and shown in the following example.

Notifications will disappear automatically after a few seconds. Alternatively, click the X button to close them. If there are multiple notifications, they will stack, one under the other.
The Widget Store – Downloading, and Installing/Updating Widgets

Most Widgets are available to all users, and provided free-of-charge

Installing/Updating Widgets

1. On the Sidebar, click the **NEW** button. Alternatively, you can select **Settings > Check for New/Updated Widgets**.

2. The **Available New and Updated Widgets** window appears.

3. Select the widgets you wish to install/update.

4. Click the **Download and Install** button when you are ready to proceed. The widgets will be downloaded and installed automatically.

5. (optional) Depending on which widgets you have elected to install, you may be prompted to grant the widget access permissions, as shown in the example following. Configure permissions as desired, clicking the **Save** button to confirm your selections.
The Widget Store

The Widget Store is an online resource for downloading widgets that have not been provided to all sites, or where a charge applies to their use.

To access the Widget Store, ensure the Sidebar is active, click the button and select Visit Widget Store from the menu that appears. Alternatively there is a link to the store on the Add/Remove Widgets – Widget Palette. You must have an active Internet connection to access the store.

Purchasing Widgets

1. From the Sidebar, click the button, and select Visit Widget Store from the menu that appears. You can also access the store from within the Add/Remove Widgets – Widget Palette.
2. Your web browser will open and direct you to the MedicalDirector Widget Store.
3. You will be required to log on to view widgets in the store and to access your account. Click the button to log on.
4. Once you have logged on, you will have access to the store, as shown in the image above.
5. Browse the store at your leisure.
   - You can add widgets to your shopping cart by clicking the button.
   - Alternatively, if you click on a widget example to view its details (as shown following), you can also add the widget to your cart from there.
6. Once you have added a widget to your shopping cart, it will appear as follows.

![Shopping Cart](image)

<table>
<thead>
<tr>
<th>No</th>
<th>Widget</th>
<th>Size</th>
<th>Price</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>QML Pathology Vaccine Store</td>
<td>48.42 KB</td>
<td>FREE</td>
<td>REMOVE</td>
</tr>
</tbody>
</table>

7. When you are ready to check-out, click the **CHECKOUT** button. You will be presented with a secure online form for purchasing your selected widget(s). Complete the required purchase details.

8. Once your purchase has completed successfully, you will be returned to the MedicalDirector Widget Store.

![Order Number: 0001277](image)

This concludes the steps necessary for purchasing a widget from the MedicalDirector Widget Store. You can see your list of purchased widgets at any time by clicking the **My Widgets** link.

![My Widgets](image)

<table>
<thead>
<tr>
<th>No</th>
<th>Widget</th>
<th>Release Date</th>
<th>Version</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Abbott Pathology Vaccine Store</td>
<td>2 April 2014</td>
<td>1.0.0</td>
</tr>
<tr>
<td>2</td>
<td>QML Pathology Vaccine Store</td>
<td>6 May 2014</td>
<td>1.0.0</td>
</tr>
<tr>
<td>3</td>
<td>Western Diagnostic Pathology Vaccine Store</td>
<td>6 May 2014</td>
<td>1.0.0</td>
</tr>
</tbody>
</table>