
HDIS
Health Department Information System
Helping You...Help Others

Remote Setup

User Manual



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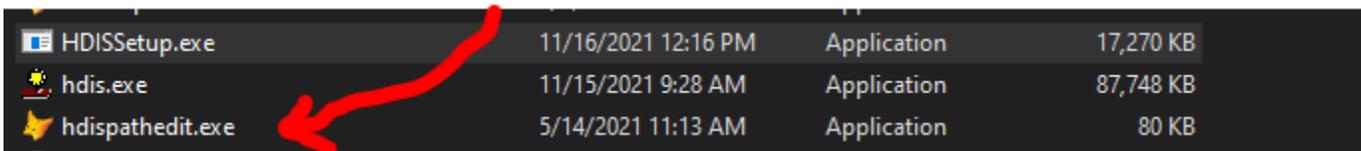
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Setup

Open File Explorer to navigate to HDIS\exe folder on the network.

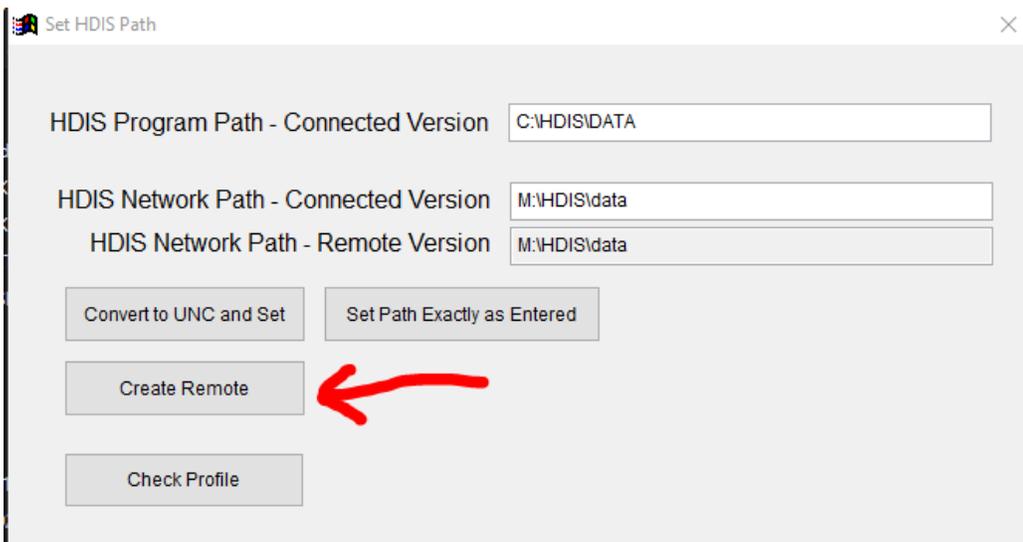
- Example path: **M:\HDIS\exe**

Look for the program: **hdispathedit.exe** and double click to run.



File Name	Date Modified	Type	Size
HDISSetup.exe	11/16/2021 12:16 PM	Application	17,270 KB
hdis.exe	11/15/2021 9:28 AM	Application	87,748 KB
hdispathedit.exe	5/14/2021 11:13 AM	Application	80 KB

Once hdispathedit.exe is opened, make sure all Paths are set correctly. If they are not correct, edit them and update accordingly.



Set HDIS Path

HDIS Program Path - Connected Version: C:\HDIS\DATA

HDIS Network Path - Connected Version: M:\HDIS\data

HDIS Network Path - Remote Version: M:\HDIS\data

Buttons: Convert to UNC and Set, Set Path Exactly as Entered, Create Remote, Check Profile

Click **Create Remote** button to install all the files needed for HDIS Remote.

Setting up HDIS Remote

All files for HDIS Remote will be stored in the local **C:\HDISLAP** folder.

If a shortcut for HDIS is not found on the desktop automatically:

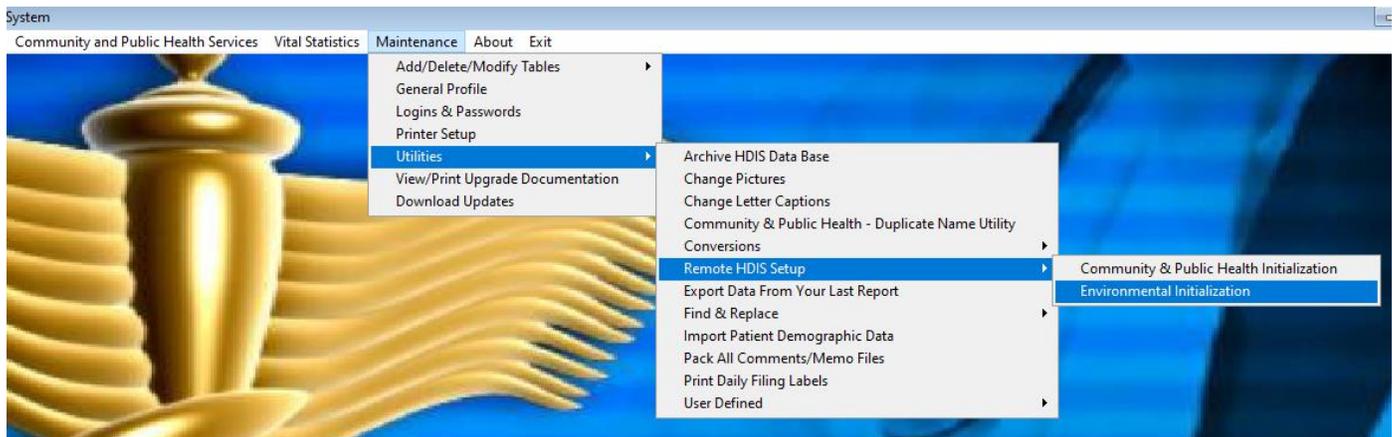
- In **HDISLAP** folder, right-click **hdis.exe** and click create "Create Shortcut."
- Copy the shortcut to the desktop and rename the shortcut as "Remote HDIS."

Open HDIS Remote and sign-in using normal HDIS user login credentials.

Navigate to: **Maintenance > Utilities > Remote HDIS Setup**

Click on the section you will be using for HDIS Remote:

Community & Public Health Initialization OR Environmental Initialization



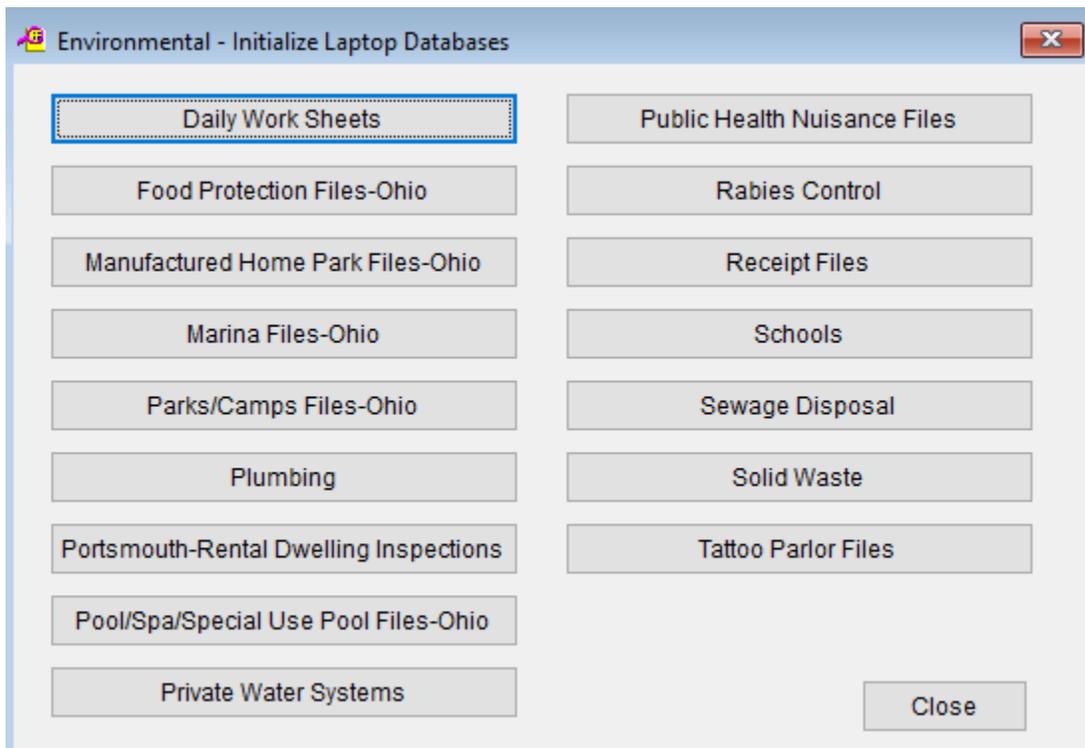
Environmental Initialization

Navigate to: **Maintenance > Utilities > Remote HDIS Setup > Environmental Initialization**

To properly initialize HDIS Environmental Health modules, start by clicking on Daily Work Sheets.

Click each button individually and wait for the processes to run, it will let you know once completed.

Select the modules on the left column first, working down, and then move to the right column.



Once completed, close out of HDIS.

Open HDIS again and login-in. Check all modules used in HDIS remote to make sure they are properly initialized.

If any issues occur contact BGI's HDIS Support team for assistance.

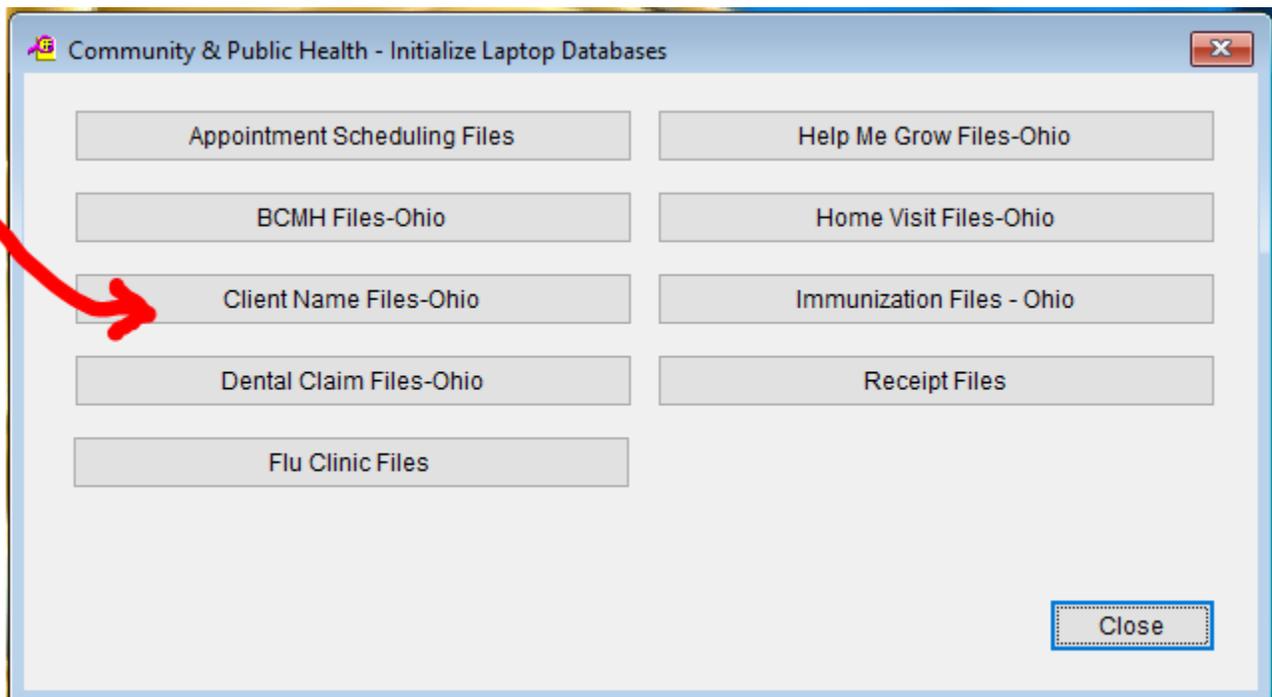
Community and Public Health Initialization

Navigate to: **Maintenance > Utilities > Remote HDIS Setup > Community and Public Health Initialization**

To properly initialize HDIS Community and Public Health modules, start by clicking on **Client Name Files**.

After Client Name Files runs through, the system will let you know when it is completed.

Next, click the buttons for each module needed for HDIS Remote individually.



Once completed, close out of HDIS.

Open HDIS again and login-in. Check all modules used in HDIS remote to make sure they are properly initialized.

If any issues occur contact BGI's HDIS Support team for assistance.