

HDIS

Health Department Information System

Helping You...Help Others

Associations

HDIS

Health Department Information System

Helping You...Help Others

Associations

User Manual



The Baldwin Group, Inc.

7550 Lucerne Drive

Suite 306

Cleveland, OH 44130

(440) 891-9100

FAX (440) 891-9458

Copyright © 1996 - 2022

The Baldwin Group, Inc.

ALL RIGHTS RESERVED

HDIS are trademarks of The Baldwin Group, Inc.

No part of this publication may be stored in a retrieval system, transmitted, or reproduced in any way, including but not limited to photocopy, photograph, magnetic, or other record, without the prior agreement and written permission of The Baldwin Group, Inc.

Windows® and MS-DOS® are registered trademarks of Microsoft Corporation.

Other trademarks are owned by their respective companies.

Disclaimer

All data examples containing personal names, company names (or companies), vehicle information, or locations that appear in this guide are fictitious in nature and do not refer to, or portray, in name or substance, any actual names, organizations, entities, or institutions. Any resemblance to any real person (living or dead), organization, entity, or institution is purely coincidental.

Contents

Overview.....	4
How To	5
Notes Navigation 1-2	5
Notes Navigation 2-2	6
Notes Screen.....	7
Open Note	8
New Note.....	9
Actions	10
Add File.....	11
Save File 1-3.....	12
Save File 2-3.....	13
Save File 3-3.....	14
Save to Disk.....	15

Overview

Associations are a document management system that is a part of HDIS.

Instrumental to the online O/M, **Associations** provides a new way to store notes and files with records and accounts stored in HDIS.

This feature is a step towards using a new database system, **MariaDB**, which is coupled with **OpenSSL** (communication security) to efficiently store information.

Instead of changing the FoxPro database tables, **Associations** uses a device driver that communicates between the FoxPro tables and MariaDB.

In order to properly set up **Associations**, the server would need to have **MariaDB**, **OpenSSL**, **VFPOLEDB**, and **Microsoft Visual C++ Redistributable** installed.

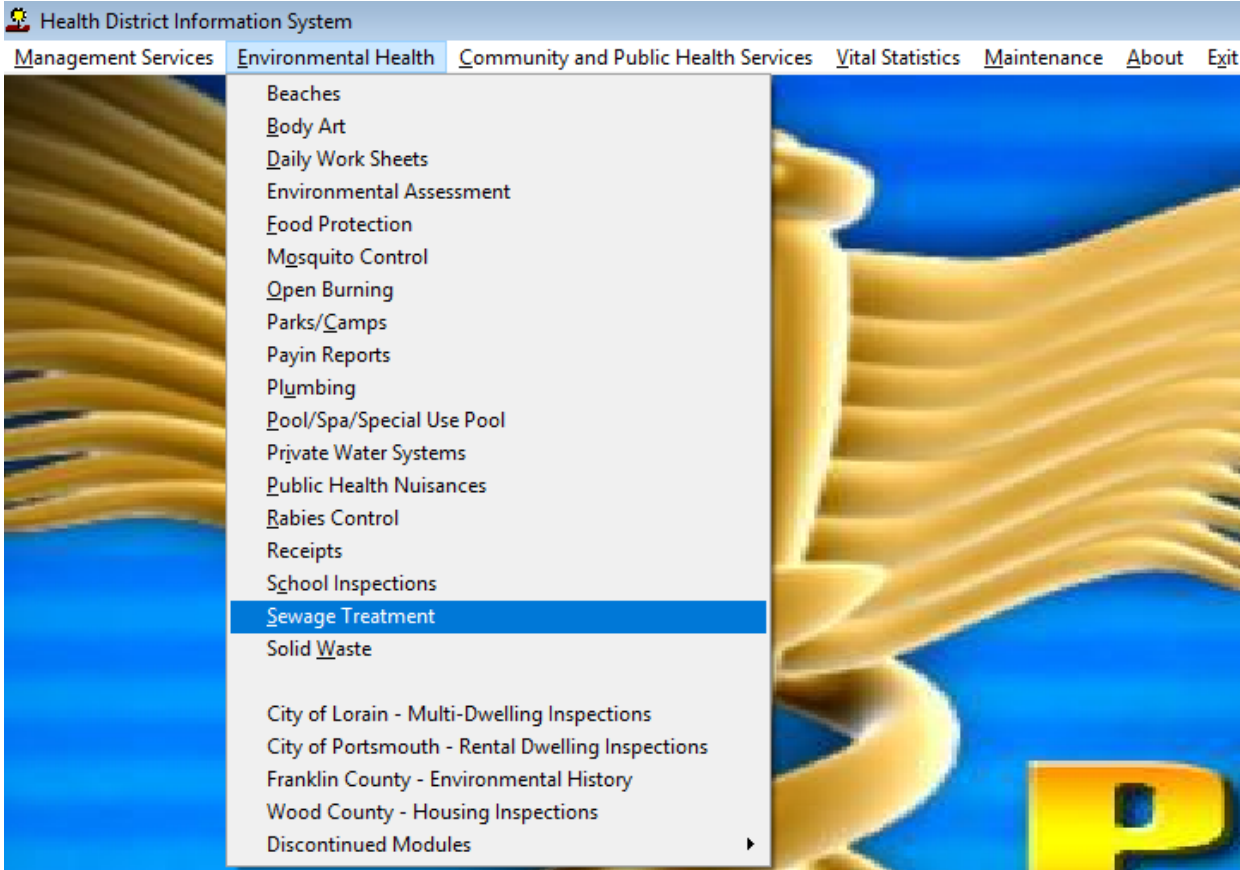
After BGI has this installed on the server, each workstation then needs to install the **VFPOLEDB** driver in order to successfully use **Associations**.

BGI will provide the installation and can answer any questions during or outside the process.

How To

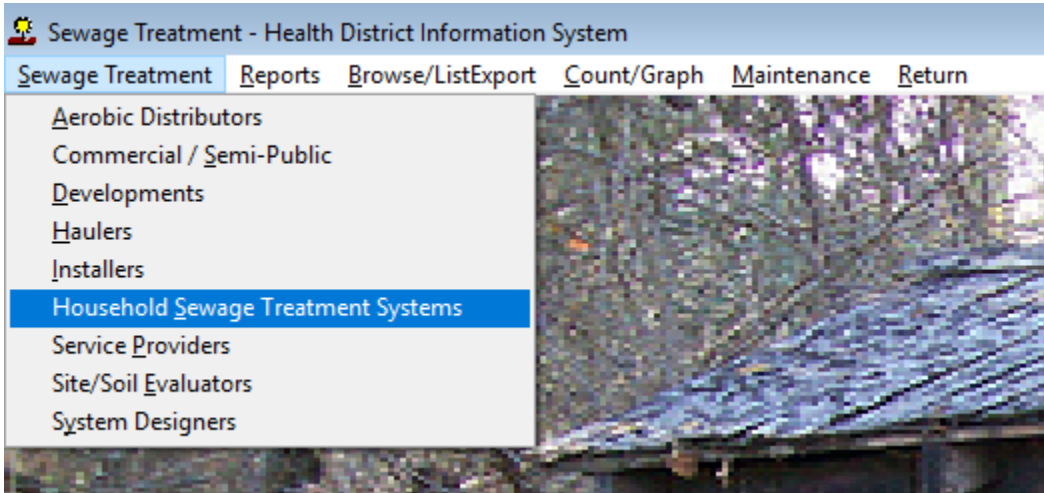
Notes Navigation 1-2

Navigate to **Sewage Treatment** Module

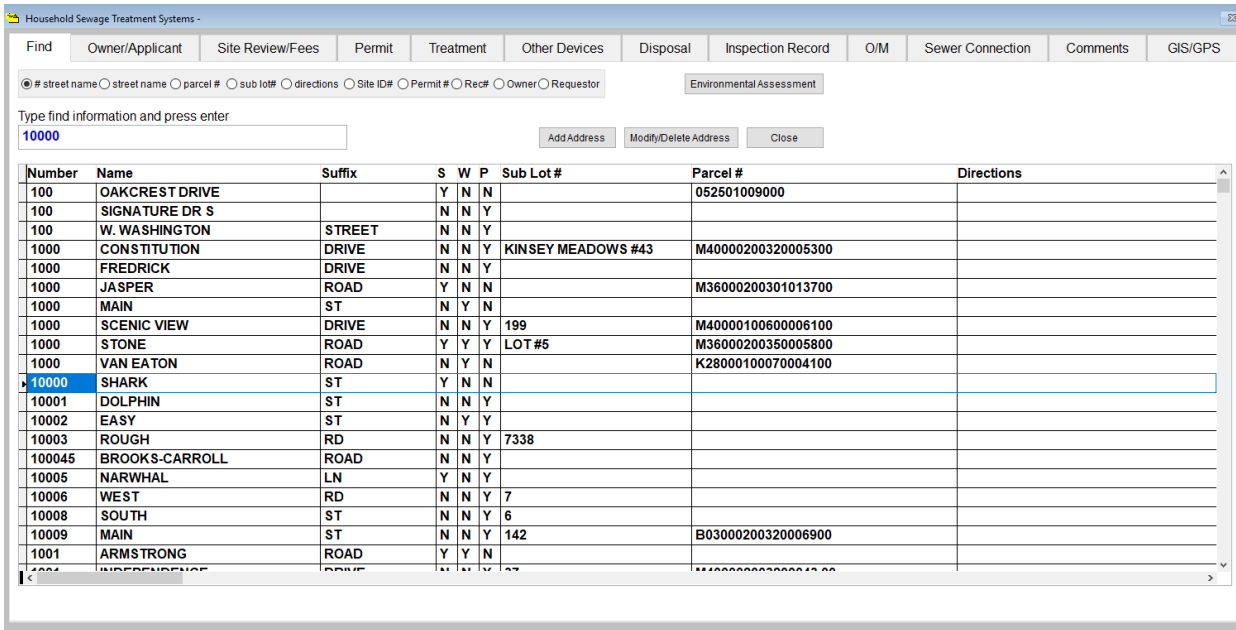


Notes Navigation 2-2

Once in **Sewage Treatment Module**, navigate to **Household Sewage Treatment Systems**



Select a record from the **Find** tab



Notes Screen

When on a record, hit the keys **Alt-n** on the keyboard

Associations for Sewage, Household - 10000 SHARK ST

Associations for this Item

Date Created	Type	Publish	Note	Has a File
4/16/2019 1:19 PM	Owner/Applicant	<input type="checkbox"/>	Jaws was a shark- a mean shark. ...	<input type="checkbox"/>
4/18/2019 1:01 PM	Owner/Applicant	<input type="checkbox"/>	Bruce was a shark in finding nemo !	<input checked="" type="checkbox"/>
4/22/2019 8:36 AM	Owner/Applicant	<input type="checkbox"/>	Test entry kjkl	<input type="checkbox"/>
4/23/2019 8:40 AM	Owner/Applicant	<input checked="" type="checkbox"/>	This is a picture of a library. It is p...	<input checked="" type="checkbox"/>
4/23/2019 8:51 AM	Owner/Applicant	<input checked="" type="checkbox"/>	This is the library. The other was ...	<input checked="" type="checkbox"/>
4/23/2019 12:48 PM	Owner/Applicant	<input checked="" type="checkbox"/>	Bruce was a shark in finding nemo...	<input type="checkbox"/>

Note

File Name

Publish To Web

Open Note

Double-click on the note to view selected details or make changes

Associations for Sewage, Household - 10000 SHARK ST : Sewage, Household - Inspections - 07/15/2019

Associations for this Item

Date Created	Type	Publish	Note	Has a File
10/21/2020 11:16 AM	Inspection Record	<input type="checkbox"/>	Test for word app	<input type="checkbox"/>
10/23/2020 4:59 PM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:14 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:28 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:51 AM	Inspection Record	<input type="checkbox"/>	This is from Word Module	<input checked="" type="checkbox"/>
10/26/2020 10:52 AM	Inspection Record	<input type="checkbox"/>	Test 2 Word Module	<input checked="" type="checkbox"/>

Note

test

File Name: TemplateGeneratedDoc4SESIR_Edited

Select File View File Delete File Save to Disk

Publish To Web

Save Print New Note

Click **Save** button to save any changes made to a note

New Note

Click the **New Note** button to create a new note

Date Created	Type	Publish	Note	Has a File
10/21/2020 11:16 AM	Inspection Record	<input type="checkbox"/>	Test for word app	<input type="checkbox"/>
10/23/2020 4:59 PM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:14 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:28 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:51 AM	Inspection Record	<input type="checkbox"/>	This is from Word Module	<input checked="" type="checkbox"/>
10/26/2020 10:52 AM	Inspection Record	<input type="checkbox"/>	Test 2 Word Module	<input checked="" type="checkbox"/>

Note

test

File Name TemplateGeneratedDoc4SESIR_Edited

Select File View File Delete File Save to Disk

Publish To Web

Save Print **New Note**

Actions

Publish to Web checkbox will allow the note to be published to the web

Select File button opens File Explorer to add a file to the note

View File button will automatically open files attached to note

Delete File button will delete the file currently attached to note

Print button will open a print dialogue box to print out the note

Associations for Sewage, Household - 10000 SHARK ST : Sewage, Household - Inspections - 07/15/2019

Associations for this Item

Date Created	Type	Publish	Note	Has a File
10/21/2020 11:16 AM	Inspection Record	<input type="checkbox"/>	Test for word app	<input type="checkbox"/>
10/23/2020 4:59 PM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:14 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:28 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:51 AM	Inspection Record	<input type="checkbox"/>	This is from Word Module	<input checked="" type="checkbox"/>
10/26/2020 10:52 AM	Inspection Record	<input type="checkbox"/>	Test 2 Word Module	<input checked="" type="checkbox"/>

Note

test

File Name: TemplateGeneratedDoc4SESIR_Edited

Publish To Web

Add File

To add a file to a note click the **Select File** button

Associations for Sewage, Household - 10000 SHARK ST : Sewage, Household - Inspections - 07/15/2019

Associations for this Item

Date Created	Type	Publish	Note	Has a File
10/21/2020 11:16 AM	Inspection Record	<input type="checkbox"/>	Test for word app	<input type="checkbox"/>
10/23/2020 4:59 PM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:14 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:28 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:51 AM	Inspection Record	<input type="checkbox"/>	This is from Word Module	<input checked="" type="checkbox"/>
10/26/2020 10:52 AM	Inspection Record	<input type="checkbox"/>	Test 2 Word Module	<input checked="" type="checkbox"/>

Note

test

File Name: TemplateGeneratedDoc4SESIR_Edited

Select File **View File** **Delete File** **Save to Disk**

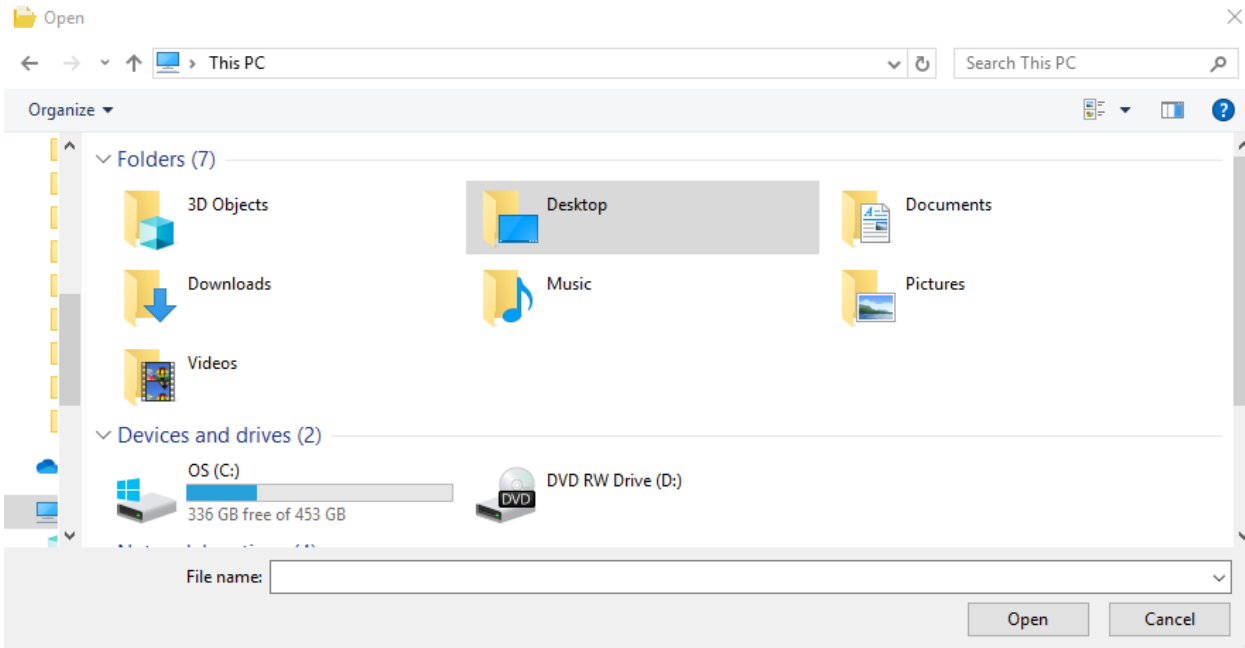
Publish To Web

Save **Print** **New Note**

Save File 1-3

This should open up a **File Explorer** window allowing you to find the needed file to attach

Select the file and click the **Open** button to add the file with the Note



Save File 2-3

Once you see the file name appear next to **File Name**, click the **Save** button to save the file to the record

Associations for Sewage, Household - 10000 SHARK ST : Sewage, Household - Inspections - 07/15/2019

Associations for this Item

Date Created	Type	Publish	Note	Has a File
10/21/2020 11:16 AM	Inspection Record	<input type="checkbox"/>	Test for word app	<input type="checkbox"/>
10/23/2020 4:59 PM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:14 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:28 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:51 AM	Inspection Record	<input type="checkbox"/>	This is from Word Module	<input checked="" type="checkbox"/>
10/26/2020 10:52 AM	Inspection Record	<input type="checkbox"/>	Test 2 Word Module	<input checked="" type="checkbox"/>

Note

test

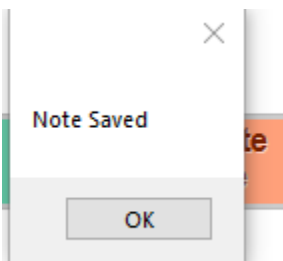
File Name: TemplateGeneratedDoc4SESIR_Edited

Select File View File Delete File Save to Disk

Publish To Web

Save Print New Note

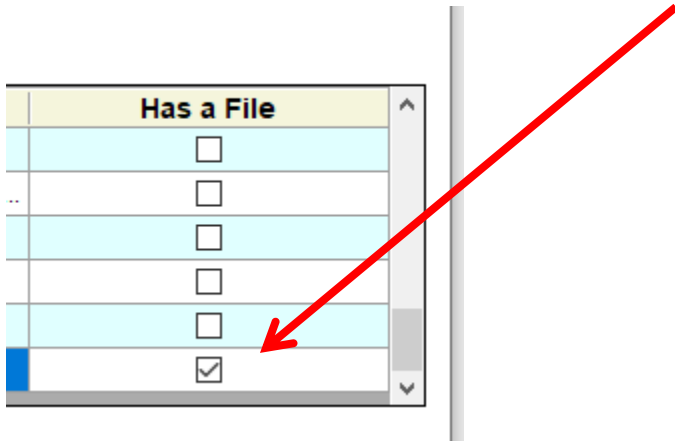
Once the note is saved a window will pop-up to indicate the action.



Save File 3-3

To make sure the file was saved to the note, look through the list

Make sure **Has a File** column is populated with a checkmark



	Has a File
	<input type="checkbox"/>
..	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input checked="" type="checkbox"/>

Save to Disk

To save a file locally, click the **Save to Disk** button.

This will open up File Explorer.

Find a location, for example "Desktop," and a copy of the selected file will be saved.

The screenshot shows a web application window titled "Associations for Sewage, Household - 10000 SHARK ST : Sewage, Household - Inspections - 07/15/2019". The main content area is titled "Associations for this Item" and contains a table with the following data:

Date Created	Type	Publish	Note	Has a File
10/21/2020 11:16 AM	Inspection Record	<input type="checkbox"/>	Test for word app	<input type="checkbox"/>
10/23/2020 4:59 PM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:14 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:28 AM	Inspection Record	<input type="checkbox"/>		<input checked="" type="checkbox"/>
10/26/2020 10:51 AM	Inspection Record	<input type="checkbox"/>	This is from Word Module	<input checked="" type="checkbox"/>
10/26/2020 10:52 AM	Inspection Record	<input type="checkbox"/>	Test 2 Word Module	<input checked="" type="checkbox"/>

Below the table is a "Note" section with a text area containing the word "test". To the right of the note is a "File Name" input field with the text "TemplateGeneratedDoc4SESIR_Edited". Below the file name are four buttons: "Select File" (light blue), "View File" (green), "Delete File" (orange), and "Save to Disk" (blue). A red arrow points to the "Save to Disk" button. Below these buttons is a checkbox labeled "Publish To Web". At the bottom of the interface are three buttons: "Save" (green), "Print" (orange), and "New Note" (yellow).