SAMA eMDCM™ DOWNLOAD AND ACTIVATION

The SAMA eMDCM™ is a Windows based program and requires the following operating system to run and install on:

- Windows XP / Vista / 7 / 8
- Window's .NET framework (will install automatically if not already on your computer)
- A valid SAMA licence activation key

The following steps will be clarified in this document:

1. How to buy the eMDCM™
2. How to download the eMDCM™
3. How to install the eMDCM™
4. How to activate the eMDCM™
5. Licence Terms and Conditions

Licence period:

The eMDCM program has a one year licence period valid from 1 January 2017 to 31 December 2017. Should you purchase the product within this allocated time period, the licence will only remain valid for the remainder of the above mentioned one year period. A grace period of two months will apply, thus the program will remain functional for January and February the following year.

Step 1: How to buy the eMDCM™

- ❖ Refer to SAMA's sales process document on how to purchase a SAMA product online.
- ❖ After a successful online sales transaction you should have received an email from SAMA's website with your invoice and product details.
  - o If you purchased with a credit card you will receive this immediately after the transaction was successful.
  - o If you chose to pay SAMA by means of an electronic funds transfer (EFT) you will receive an email requesting you to make payment, before the system generates an invoice and the product details.

    Should you not receive this email within 48 working hours after payment was made, please contact SAMA's Coding Unit at 012 481 2073.
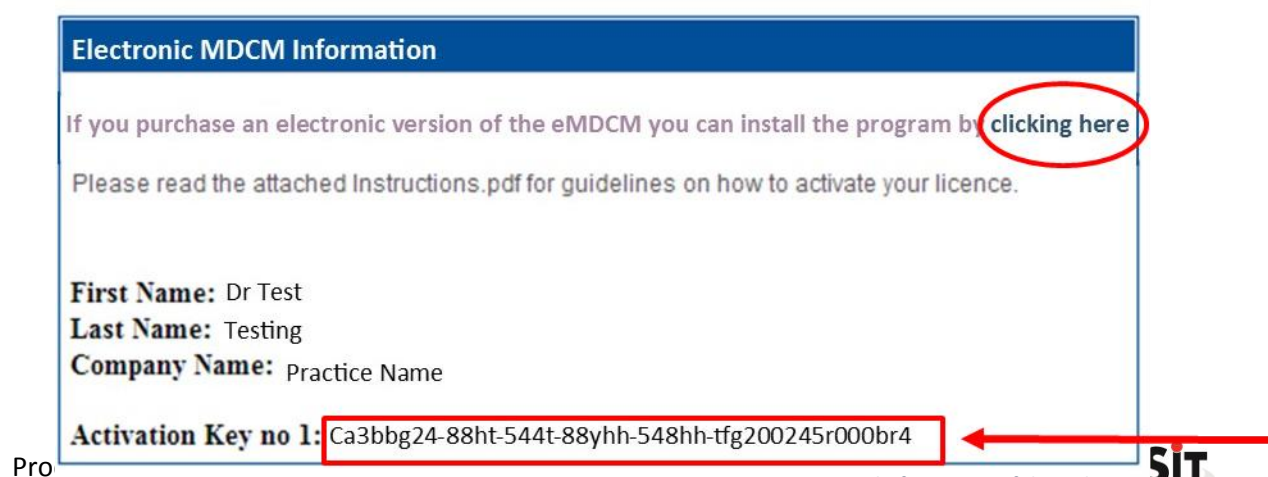
Electronic MDCM Information

If you purchase an electronic version of the eMDCM you can install the program by clicking here

Please read the attached Instructions.pdf for guidelines on how to activate your licence.

First Name: Dr Test
Last Name: Testing
Company Name: Practice Name

Activation Key no 1: Ca3bbg24-88ht-544t-88yhh-548hh-tfg200245r000br4

Figure 1: Email after successful purchase

Step 2: How to download the eMDCM™

- ❖ Open the email sent from SAMA to the email account as stated in the online sales process.
- ❖ You will note the words *"If you purchased an electronic version of the eMDCM™ you can install the program by clicking here"*
- ❖ You will also note the Activation Key for each of the licenses bought, as indicated in the red box below.
- ❖ Before you download and install the Windows eMDCM™ ensure that your computer complies with the set requirements to run the software.
- ❖ To download the program click on the link – "*clicking here*", as indicated by the red circle on the right.

Electronic MDCM Information

If you purchase an electronic version of the eMDCM you can install the program by **clicking here**

Please read the attached Instructions.pdf for guidelines on how to activate your licence.

First Name: Dr Test
Last Name: Testing
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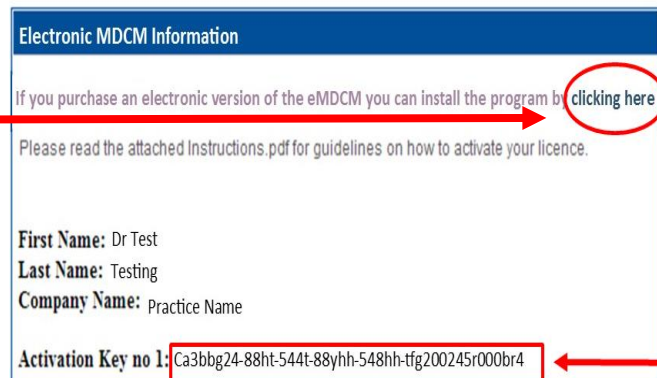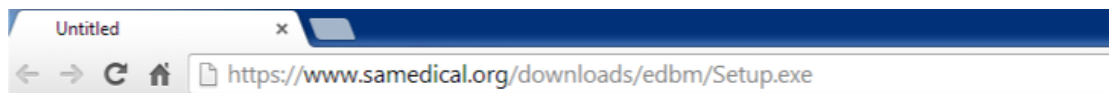**Activation Key no 1:** Ca3bbg24-88ht-544t-88yhh-548hh-tfg200245r000br4

Figure 2: Email after successful purchase

- ❖ Your internet browser should automatically open and redirect you to the following URL webpage: https://www.samedical.org/downloads/edbm/Setup.exe


- ❖ Your copy of the eMDCM™ will automatically download from this website. Notice the download in the bottom left hand corner of your internet browser. *(Depending on which browser you used – for demonstration we used Chrome.)*

setup.exe
384/476 KB, 9 secs left
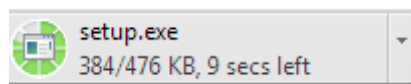
- ❖ Should you receive this error message, please click on the drop down arrow and select 'Keep". This message might display depending on the security of your internet browser.


setup.exe is not commonly downloaded and could be dangerous.   Discard
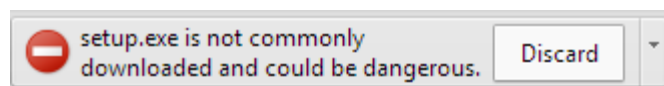
- ❖ Once the download is successful and complete you will see the "setup.exe" file.
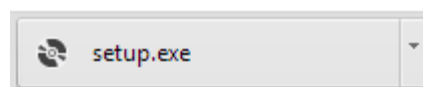
setup.exe

❖ You have now successfully downloaded the SAMA eMDCM™. The next step is to install the program onto your computer.

Step 3: How to install the eMDCM™

❖ Once you have successfully downloaded the SAMA eMDCM™, click on the "setup.exe" file which appear after the download is complete.

❖ The following security warning will pop up on your computer's desktop. This occurs because the program was not designed by Microsoft.
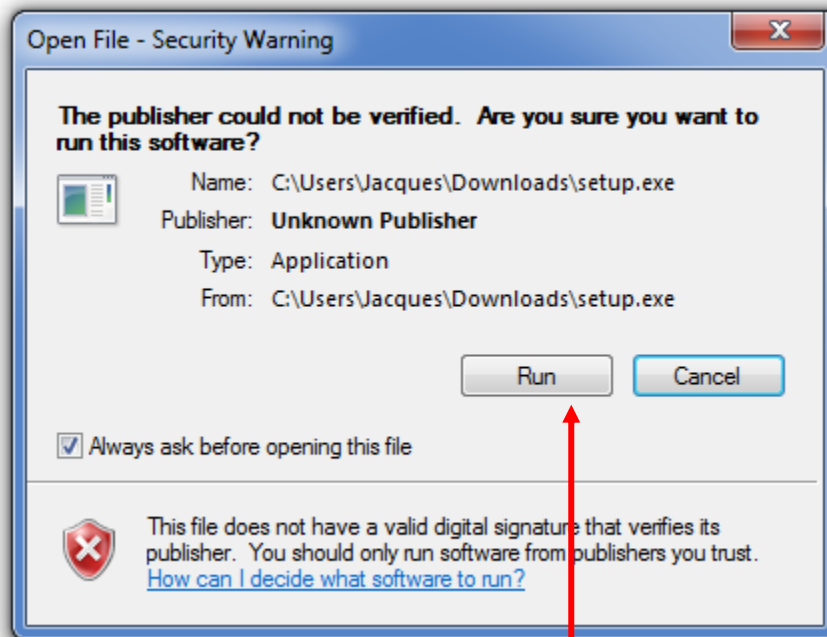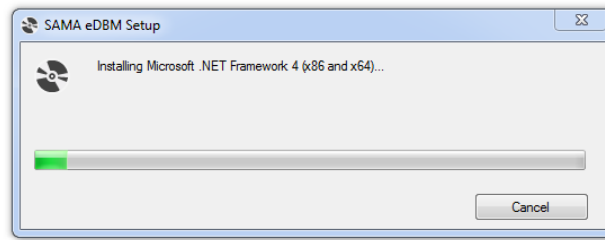
❖ Click on "Run" to install the eMDCM™.

*Additional step for some users*

• Depending on the version of Windows running on your computer you might receive this "*Microsoft .NET Framework 4*" install screen. This is a driver that has to be installed on your computer before all SAMA's coding products can be installed. Newer versions of Windows might have this driver installed on purchase or with regular updates of Windows, thus not everyone will follow this step.

• Click on "Accept" to install the "*Microsoft .NET Framework 4*".

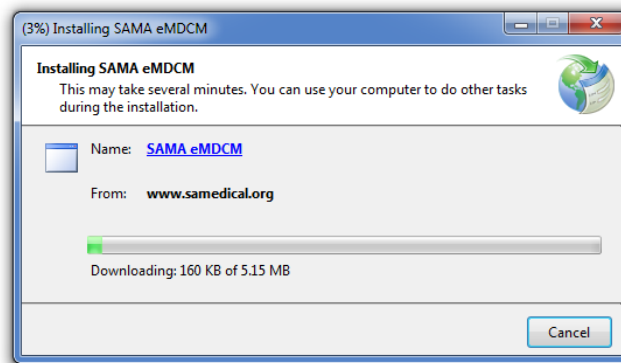Product of SAMA   Developed by **SOSIT**
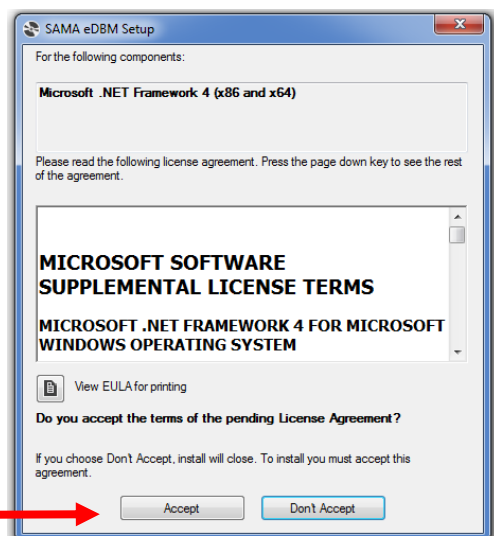
- The installing of Microsoft .NET Framework 4 should start automatically.

❖ To install the SAMA eMDCM™ application this screen will appear once the .NET Framework has completed its install.
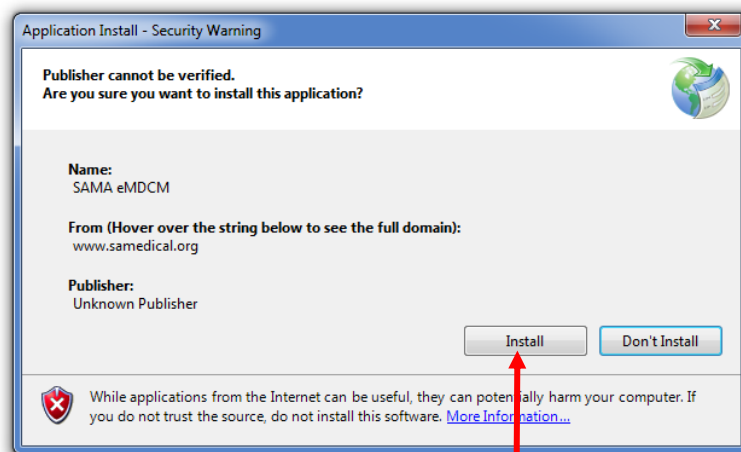
❖ Click on "Install" to install the program.
❖ The program will then start to install on your computer.

❖ Wait for the installation to complete. This will take several minutes.
❖ Once the installation is complete the above screen will automatically close and a SAMA eMDCM™ application icon will appear on the desktop of your computer.
❖ You have successfully installed the SAMA eMDCM™.

Step 4: How to activate the eMDCM™

Please note that this activation will require an active internet connection

- ❖ Open the eMDCM™ by double clicking on the icon on your desktop.
- ❖ The program should open and display the following screen.
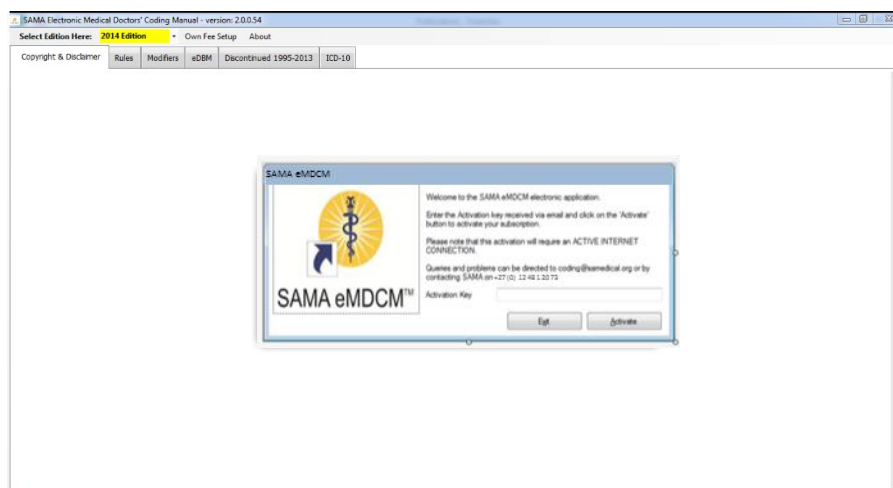
- ❖ Refer back to the email sent to you from SAMA from where you downloaded the eMDCM™. You will note at the end of the email an Activate Key.
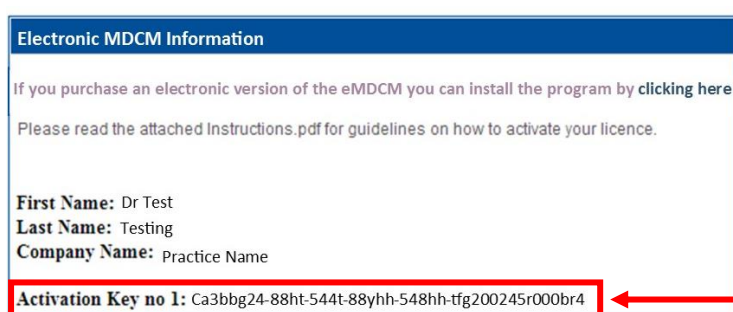
- ❖ 'Copy' this activation key by double clicking on the numbers. Alternatively record this unique key and keep it handy to type it in the Activation box in the eMDCM™.
- ❖ Return to the SAMA eMDCM™ and 'paste' the activation key in the box provided. Alternatively retype the key.

When you have inserted the Activation Key, click on "Activate". The program should activate your licence.

❖ You will now be able to work on the SAMA eMDCM™ program.

Step 5: Familiarise yourself with the Terms and Conditions of your licence

Definitions

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"**MDCM™**" means the Medical Doctors' Coding Manual and the Electronic Medical Doctors' Coding Manual (eMDCM™) as published from time to time by the South African Medical Association and includes, without limitation, any information contained in the Medical Doctors' Coding Manual and Electronic Medical Doctors' Coding Manual including codes, modifiers, descriptors, interpretations, Relative Value Units (RVU), data, text, graphics, images, designs, software, and any other material contained in the MDCM™ and eMDCM™ .

"**SAMA**" means the South African Medical Association, an association incorporated under Section 21 of the Companies Act , Registration Number: 1927/000136/08);

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2.1   The Purchaser undertakes to utilise the MDCM™ solely for their own internal use. Any use for commercial purposes or financial gain is strictly prohibited and therefore such use thereof shall constitute a breach of these Terms and Conditions. For the purposes of this Clause, SAMA hereby grants to the Purchaser a limited, revocable and non-exclusive license for a period of 12 months to use the Content as specified within these Terms and Conditions.

2.2   No Purchaser may copy, duplicate, distribute, adapt, modify, store (in any form) or in any way reproduce the MDCM™ or any part thereof or knowingly permit the same without the prior written consent of SAMA as the holder of the intellectual property rights.

2.3   The Purchaser shall not be permitted to incorporate the MDCM™ or any extracts of the MDCM™ in any other work or publication, whether in hard copy or electronic or any other form.

2.4   The Purchaser shall, at no stage, acquire any right, title or interest in Third Party Material contained within the MDCM™.

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3.1.   These Terms and Conditions constitute the entire agreement between the parties in relation to the use of the MDCM™ and supersedes any previous agreement or understanding between the parties.

3.2   Any notice required or permitted to be given by the Purchaser to SAMA under these Terms and Conditions shall be in writing addressed to SAMA at its registered office. Any notice required or permitted to be given by SAMA to the Purchaser under these

Terms and Conditions shall be in writing addressed to the Purchaser at the address supplied in the purchase order.

3.3.   No failure or delay by either party in exercising any of its rights under the Terms and Conditions shall be deemed to be a waiver of that right, and no waiver by either party of any breach of the Terms and Conditions by the other shall be considered as a waiver of any subsequent breach of the same or any other provision.

3.4.   If any provision of these Terms and Conditions is held by any competent authority to be invalid or unenforceable in whole or in part, the validity of the other provisions of these Terms and Conditions, or the remainder of the provision in question, shall not be affected.

3.5.   These Terms and Conditions shall be construed and governed in accordance with South African law and the law of the countries of third parties if applicable

3.7.   Neither party may assign their rights under these Terms and Conditions, in whole or in part, without the prior written permission of the other party.

4. Disclaimer

SAMA shall not be liable to any party else for any loss or injury, caused in whole or in part by its negligence or contingencies beyond its control in procuring, compiling, interpreting, reporting or delivering information in the MDCM™. In no event will SAMA be liable for any decision made or action taken in reliance on such information. SAMA shall not be liable for any damages (including without limitation consequential, special, incidental, indirect or similar damages) even if advised of the possibility of such damages.

SUPPORT

Type of support	Solution
Register a Profile on SAMA's website	Contact Precious Qwabe on 012 481 2164
Buy a SAMA product online	Contact SAMA's coding unit on 012 481 2073 or email coding@samedical.org
Technical support	Contact the program developer SOSiT on 087 550 1715 or email support@sosit.co.za
Coding support	Contact SAMA's coding unit on 012 481 2073 or email coding@samedical.org

eMDCM 2017

Product of SAMA   Developed by **S❂SiT**