

Thom Biller Upgrade
Version v21.01a

This upgrade assumes you are at least on version 20.11a. If not, please run it first.

If your IT staff are going to run your upgrade, make sure you give them a copy of this document and the email that was sent with the upgrade notice. Once the IT staff has completed the basic installation, please be sure to run any additional steps within Thom Biller that may be needed.

Note, you can use Windows 10 machines for the installation.

Additional Steps Needed Before Install: none.

Data File Changes: minimal.

Additional Steps Needed After Install: Create and send insurance export files to DPH.

Contact Information:

Please call email me, Larry Tucker, at ltucker@thomchild.org if you have any questions. Also remember to check the Thom website for updates and news:

www.thomchild.org/thom-biller/thom-biller-updates

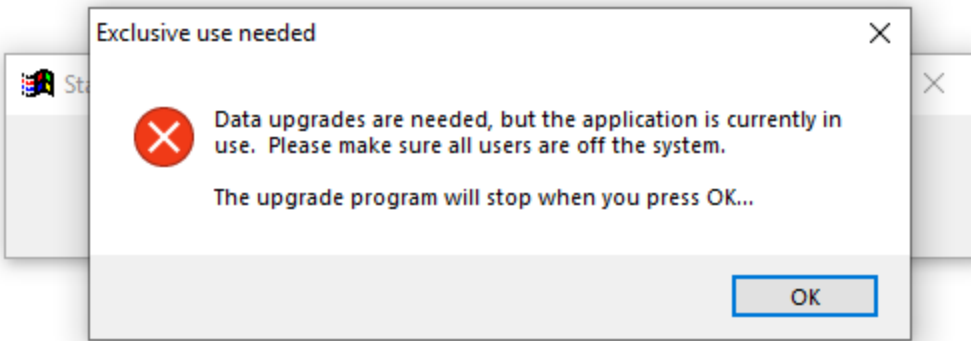
There is also a current copy of the User's Guide and "Generally Useful Documentation" such as instructions for adding a new workstation.

Installation Instructions:

Windows 10 machines can be used to run the upgrade. If you are on a network, and have run the previous upgrades, *then you only have to run this upgrade on a single workstation.* The updates will automatically propagate to all other machines running Thom Biller on the network.

1. Make sure you have backed up your data. *If your backup run automatically at night, it is best to run the upgrade first thing in the morning so you won't lose any work if you have to revert to the backup.*
2. Make sure no one else is using the Thom Biller software on the network and that it is not running on your computer (in a minimized window on your taskbar.)

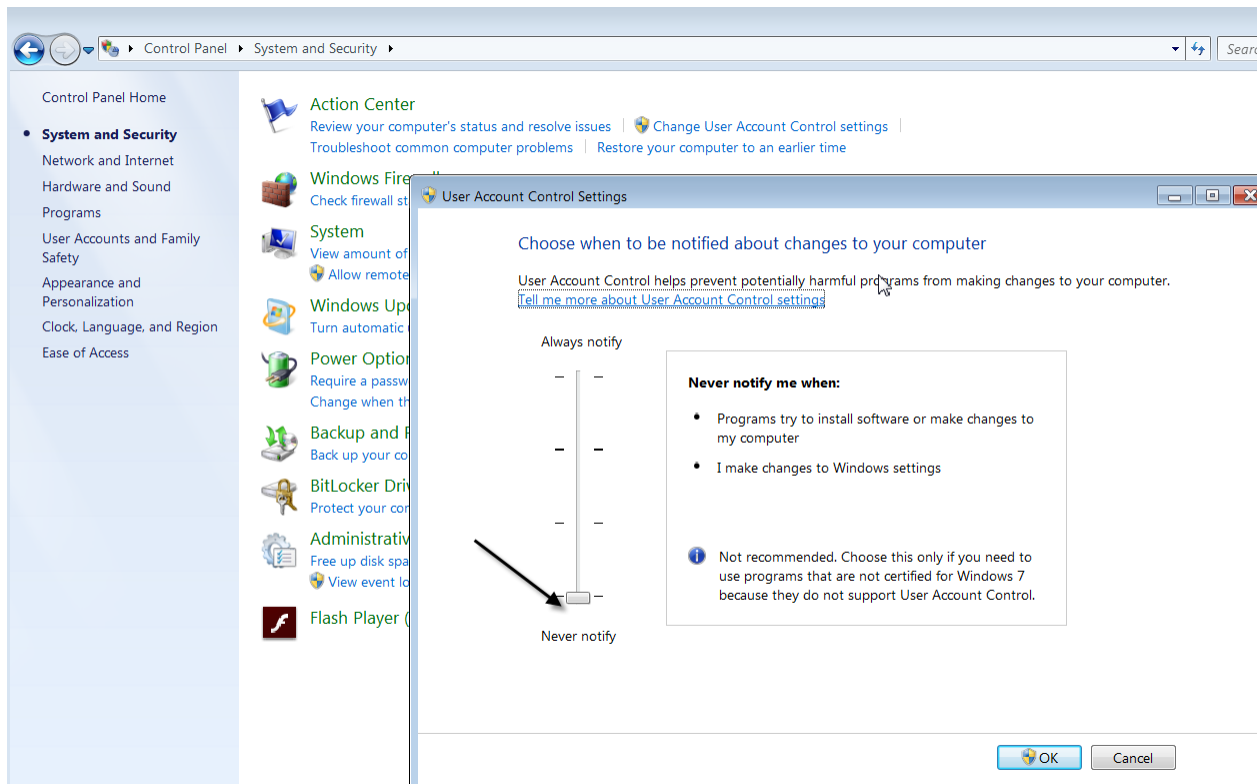
This version of STPA.EXE will do a more careful check of exclusive use before running the upgrade. It will produce this message if someone is on the system the first time an upgrade is run when data upgrades are needed:



If you get this message, call all users to make sure they log off. As a last resort, go to Computer Management and close all files in the Thom Biller Data\ folder on your file server.

Finally, as a reminder, if after running an upgrade, a user gets a message that their program version does not match the new data version, double check that they are running Thom Biller with a shortcut that points to the loader program STPA.EXE (and not to the main program STPAX.EXE). Also double check that their UAC is set to "None.")

3. For Base – Off site systems, make sure you complete any billing disk and recovery exchanges that may be in process. Both the Base and the Off-site systems must be on the same version of Thom Biller during a billing exchange. If one "side" upgrades before the other, then the off-site disk recovery will be disallowed. So, if you are currently downloading disks, or waiting to recover a download disk, do not run the upgrade until both the download and recovery processes are complete.
4. For network users, pick a single workstation that you will use for upgrades. Windows 7 or Windows 10 machines should work fine. Try to run the upgrade on this machine this time, and all future upgrades on the same machine because it may take some special configuration of UAC (#5) and dlls (#8).
5. Make sure User Account Control "UAC" is turned off ("Never Notify").

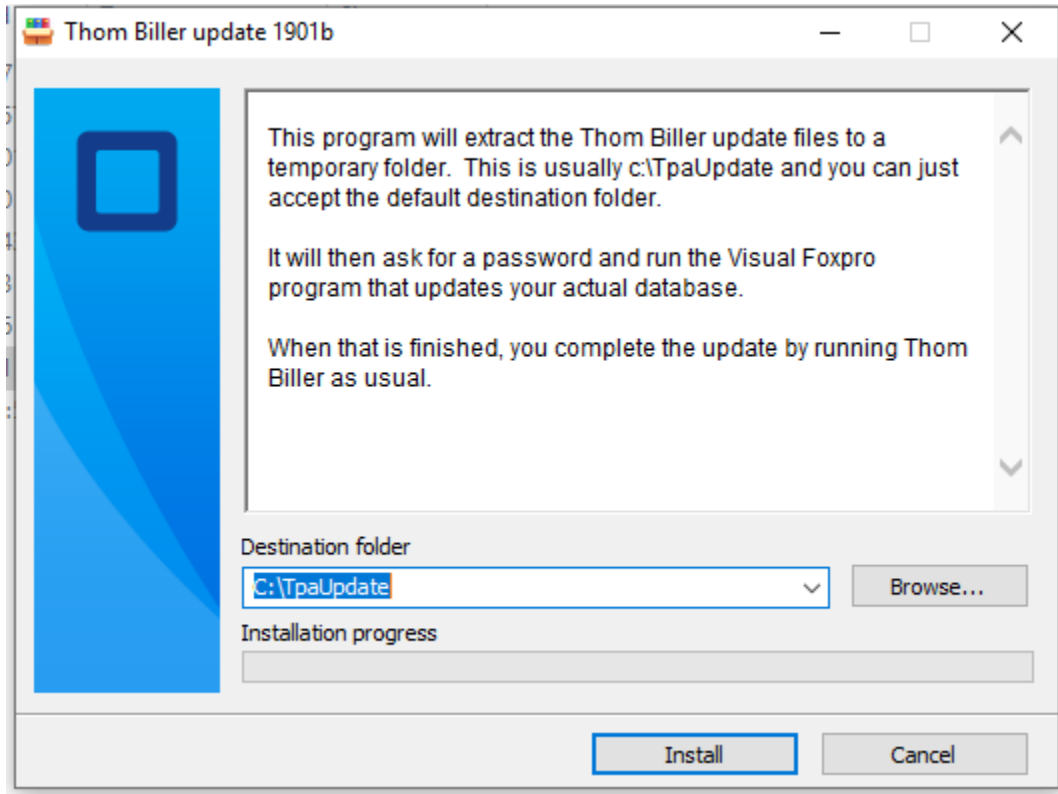


Any other setting will prevent the upgrade program from copying files. If the UAC is not off, pull the slider down and restart the computer. You must restart in order for the new UAC setting to take effect.

6. Run the upgrade executable from the web site:

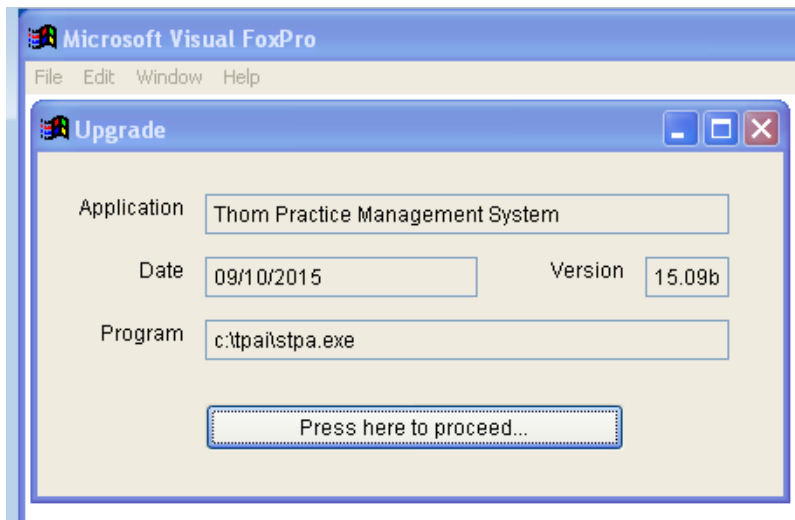
(www.thomchild.org/thombillerupdates.htm)

7. A WinRAR screen will start up.



Accept all the default choices and enter the password.

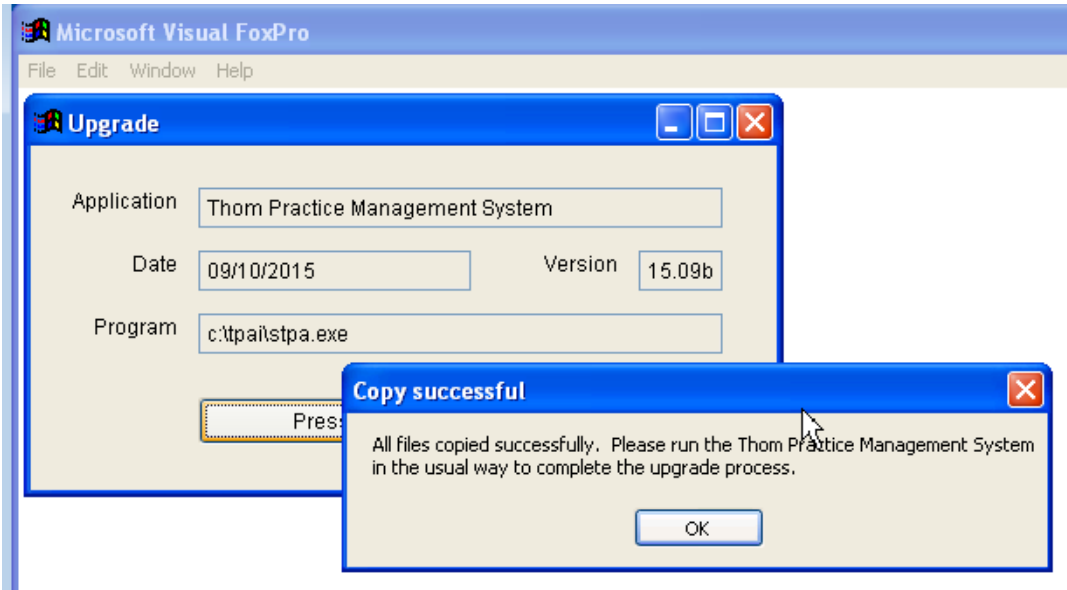
8. A FoxPro window will open to complete the upgrade (below). Press the "Proceed..." button to do this.



If this FoxPro "Upgrade" window does not appear, it means this computer does not have a dll in the correct location. Locate the msvc71.dll (probably on your c:\ root folder) and copy it to your

Windows\SysWow64 folder for 64-bit machines. (For 32-bit Win 7, copy the msvc71.dll to your Windows\System32 folder). If you need to make this change, restart the computer and re-try the upgrade.

Assuming the Foxpro Upgrade routine runs, it will locate your data wherever it is on the network and upgrade it. It will tell you whether all files copied successfully or not (below):



If files do not copy correctly, it is usually because the UAC setting (#4) is incorrect.

9. Start the Thom Biller software as usual. This will complete the upgrade and set the title bar version. (If you get a warning that data changes are needed and someone else is running the program, please make sure everyone is logged off and try running Thom Biller again.) This step may bring over a new version of the loader program and ask you to restart Thom Biller. It may also bring over a new version of VFPSSetup and automatically run it as well.

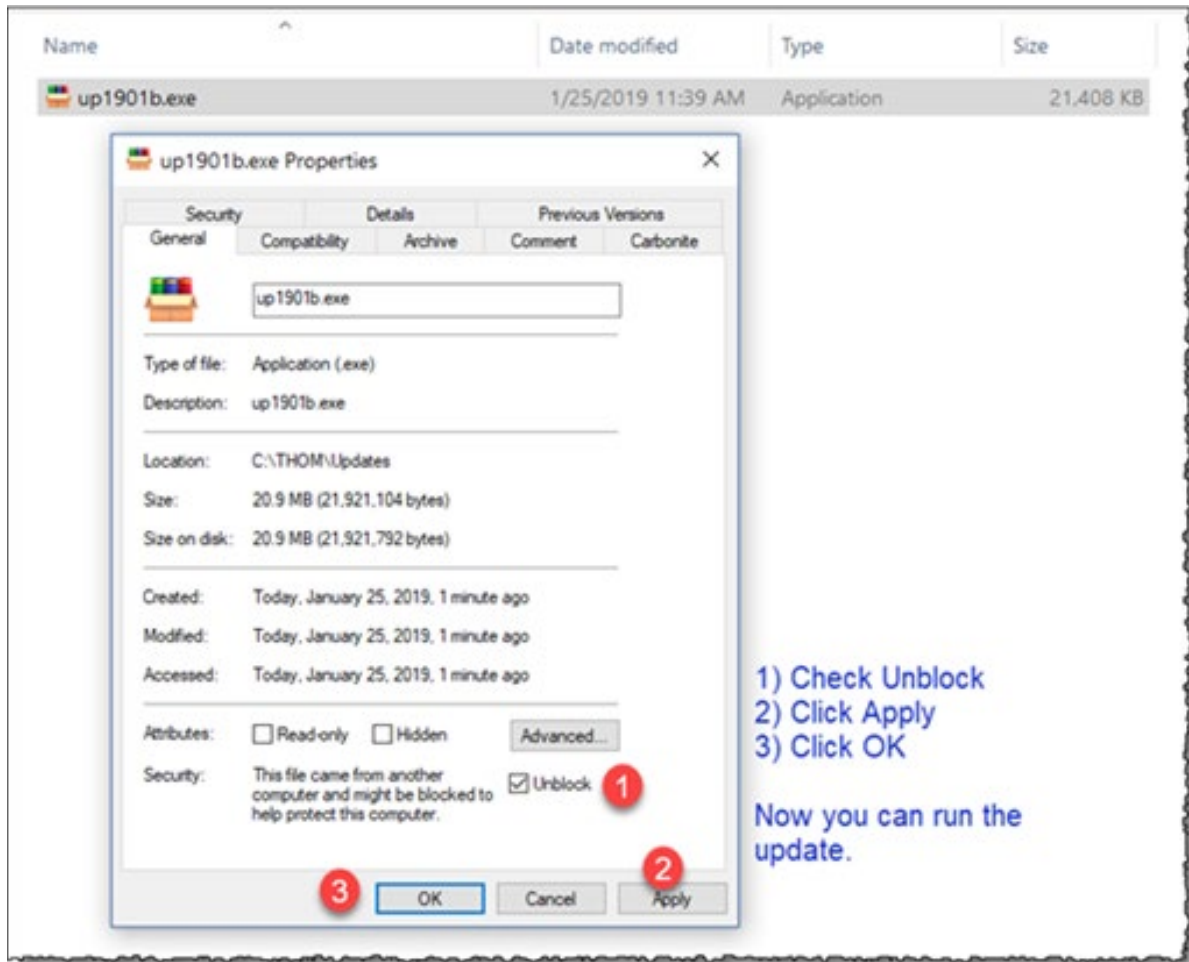
For network users, DO NOT run the upgrade on every machine. Running it once on the machine you have chosen for upgrades will be enough to send the upgrade to all other workstations the next time they start the Thom Biller.

Problems downloading or running the upgrade file

If you get a Windows error, such as "Error: Windows cannot access the specified device, path, or file. You may not have the appropriate permission to access the item" see the following:

- 1) Make sure your anti-virus software is stopped temporarily and not interfering.
- 2) Save the file to a local (not network) folder, such as c:\temp, that you know you have full permissions to.
- 3) Look at the file properties and "Unblock".

1. Right click the file and select “Properties”, then click the “Unblock” checkbox at the “Security” section.
2. Click “Apply”
3. Click “OK”



For more discussion of problems with Windows reading a downloaded file, see this link:

<https://support.microsoft.com/en-us/help/2669244/windows-cannot-access-the-specified-device-path-or-file-error-when-you>

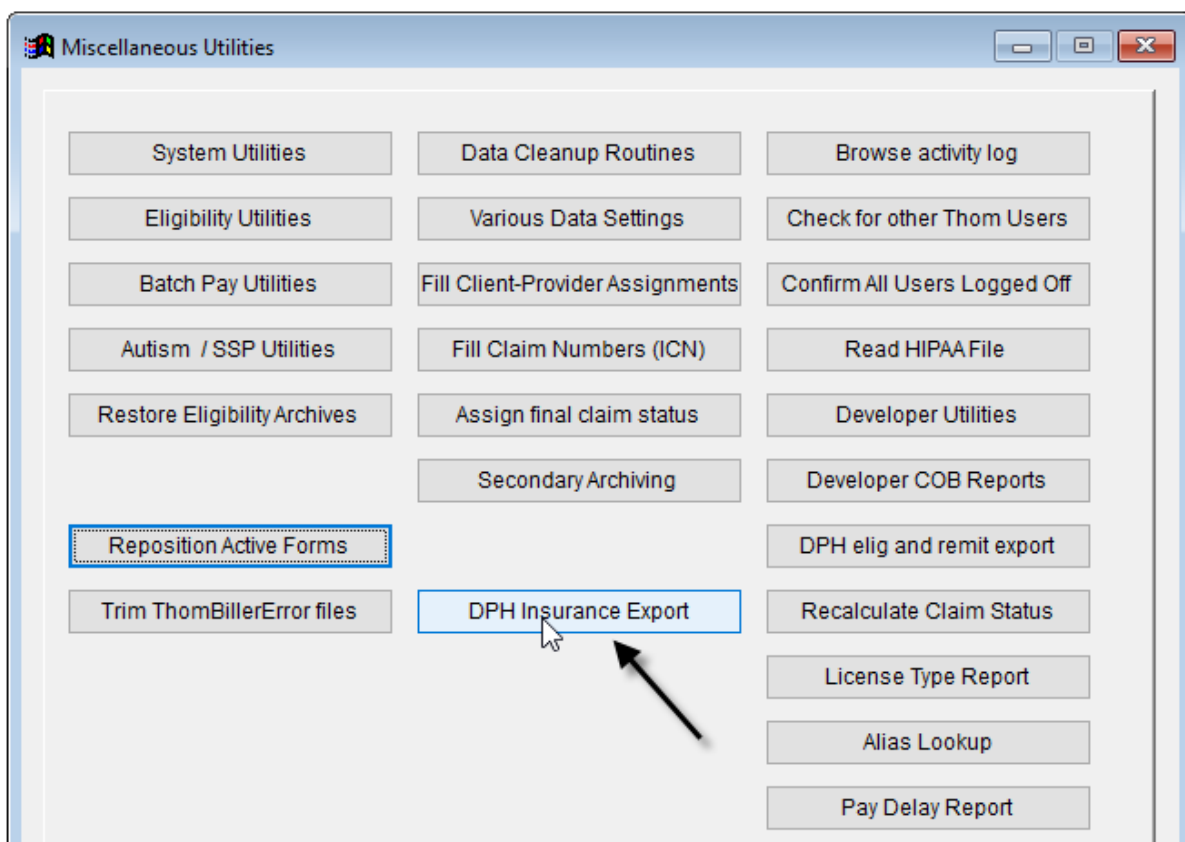
Upgrade Details v21.01a

Insurance Export

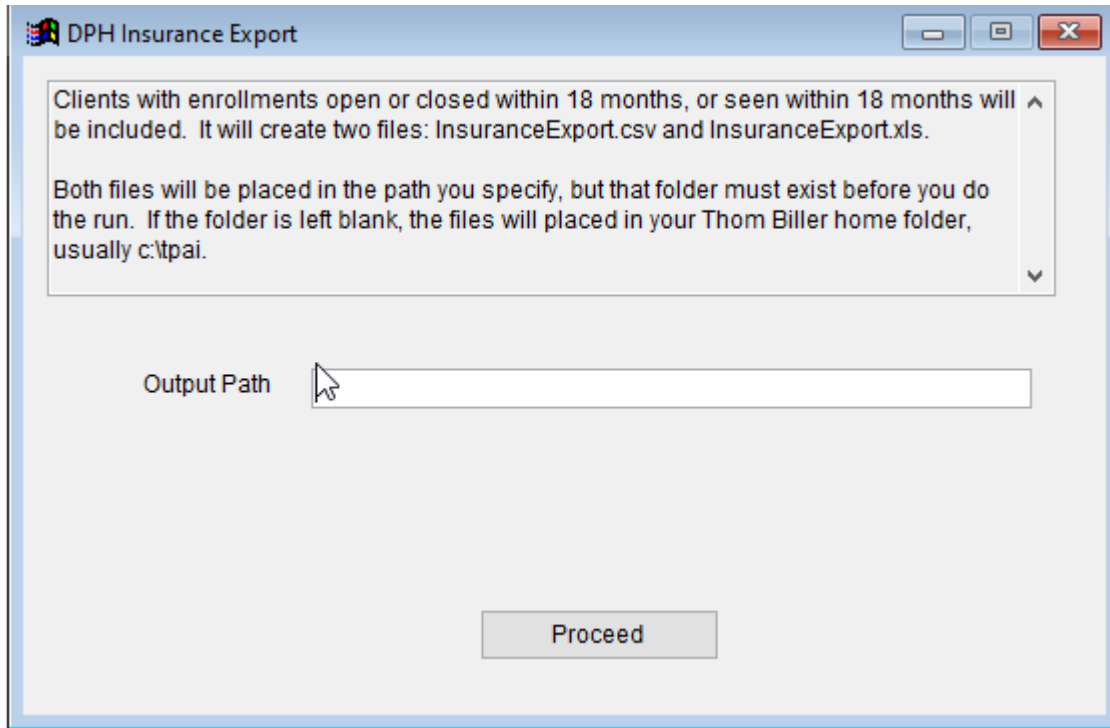
This routine will create Excel files to send to DPH for the EICS insurance export. Refer to the DPH email for details on how to send this to them.

(For base/off-site agencies, this should be run from the “base” or main office.)

Go to Misc. Utilities



Run DPH Insurance Export.



Enter an output path if desired. If you don't, the files will be created in your c:\tpai home folder.

Press Proceed.

Two files will be created: InsuranceExport.csv and InsuranceExport.xls.

| | A | B | C | D | E | F | G | H | I | |
|---|-------------------|---------------------|-----------|---------------------------|------------------------------|----------------------------|-----------------------|----------------------|-----------------------|-------|
| 1 | enrollment_number | payer_priority_code | uninsured | insurance_brand_name_code | insurance_brand_name_text | insurance_brand_name_other | subscriber_first_name | subscriber_last_name | subscriber_birth_date | subs |
| 2 | 2708new-03 | PRIMARY | | 60 | BCBS-National Acct/Blue Card | | | | // | BCF1 |
| 3 | 2708new-03 | PRIMARY | | 36 | Blue Cross / Blue Shield | | Mrs. | AAABCB | 01/01/1990 | bcf1 |
| 4 | 2708new-03 | SECONDARY | | 25 | Cigna | | | | // | cig12 |
| 5 | 2708new-03 | SECONDARY | | 20 | Harvard Pilgrim | | | | // | hpo1 |

Send the InsuranceExport.xls file to DPH.

The .csv file is a backup.