





How to update Healthcare Assistant to Version 6.8.07 (Updating from V6804 and below)

Please read the entire instructions carefully before following these simple steps to update Healthcare Assistant to 6.8.07 Version

Warning!


Please note that during the update, you are not able to access Healthcare Assistant. Please perform your update accordingly to minimize downtime.

The following process must be done on the Server or Main computer for Healthcare Assistant:

1. While logged in Healthcare Assistant, go to the **Help** menu -> **Check for updates** -> **Current Release**.
2. This will prompt for the supervisor password. Enter the password and click **"Ok"**.
3. The application will check if a newer version of Healthcare Assistant is available. If so, it will ask to download the update. At the prompt, click **"Yes"** to start the download.
4. Once finished, it will prompt you to restart Healthcare Assistant to start the update process. Press **"Finished"** to close the window.
5. Make sure everybody is logged off from Healthcare Assistant at this point.
6. Locate the Healthcare Assistant client folder (typically located in c:\program files\hcs\has4win\client). Double click on setup.exe  to run the program.
7. Wait for the welcome window to appear and click **"Next"** when prompted.
8. Select **"I Accept the terms in the license agreement"** and click **"Next"**.
9. Entering the **"User Name and Organization"** is optional, click **"Next"**.
10. Select **"Complete"** then click on **"Next"**.
11. Click on **"Install"** and wait for the installation process to complete.
12. Once the update is done, Click **"Finish"**.
13. Locate the Healthcare Assistant icon  and double click to run the program.
14. If prompted to install the Healthcare Assistant Legacy Report Engine and Healthcare Assistant Report Engine click on **"Yes"** on both to installs.
15. Once finished, the database update window will appear. Enter the supervisor password to proceed with the database update.
Warning: the update process cannot proceed if Healthcare Assistant is being used in any workstation.
16. Once finished, the Healthcare Assistant login screen will show. This indicates that you have successfully performed the application and database update to Version 6.8.07. You can also click on the **Help** menu and select **About** to double check the version.
17. If you have more than one computer to update, please follow the instructions below on **How to update the Workstations**.
18. After the update, please send an email to support@healthcaresynergy.com confirming that you have successfully updated Healthcare Assistant to Version 6.8.07.



How to update the workstations

1. Locate the Healthcare Assistant icon  and double click to run the program.
2. A message will be displayed showing that there's a new version available, click "Yes" to start the application update.
3. A window will appear on the screen showing the update process. This might take several minutes.
4. Once the update is done, the window will disappear.
5. Locate the Healthcare Assistant icon and double click to run the program.
6. If prompted to install the Healthcare Assistant Legacy Report Engine and Healthcare Assistant Report Engine click on "Yes" on both to installs.
7. Once finished, the Healthcare Assistant login screen will appear. This indicates that you have successfully performed the update to Version 6.8.07. You can also click on the **Help** menu and select **About** to double check the version.
8. If you haven't done so, please send an email to support@healthcaresynergy.com confirming that you have successfully updated Healthcare Assistant to Version 6.8.07.