Updating CKO Data

This is the setup process for updating CKO Data from Micromedex. This process should be done approximately once every month on the computer that is functioning as the CKO Data server (usually this is also where the database has been installed).

This installation was done with Windows XP. Installation steps, screen images, and icons may differ depending on your operating system. If you get any unexpected error messages, or are having trouble installing CKO Data from this document please contact Netsmart Support for assistance.

Netsmart Support: (888) 782-2615.

Go To Assist Remote Assistance: http://www.gotoassist.com/ph/ntst

Downloading the Files

1. Open Internet Explorer or a compatible web browser and go to the following web address:
   http://www.rx-link.com/files/CKO_Data.zip
2. Click the Save button.
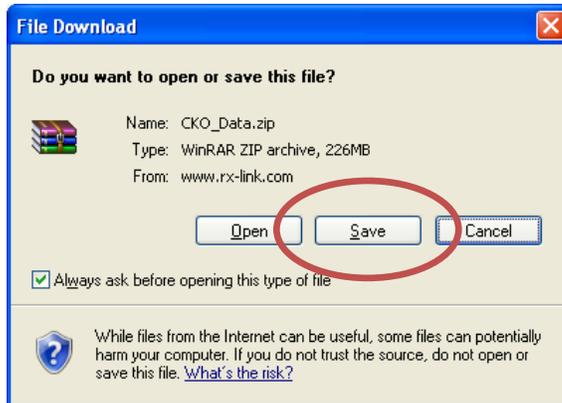
3. Select a folder to save the file to. Then click the Save button.
   "C:\Rx-Link\" is a good place but other folders can be used. Just be sure to remember where you
   saved the file.
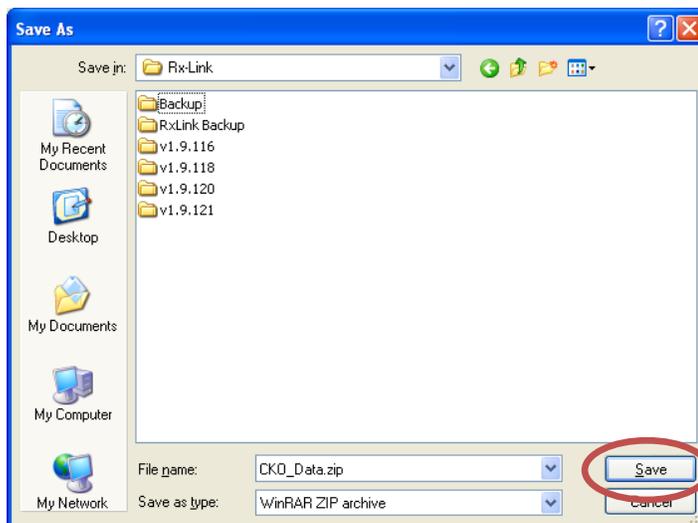
4. After the file has finished downloading click the Open Folder button.
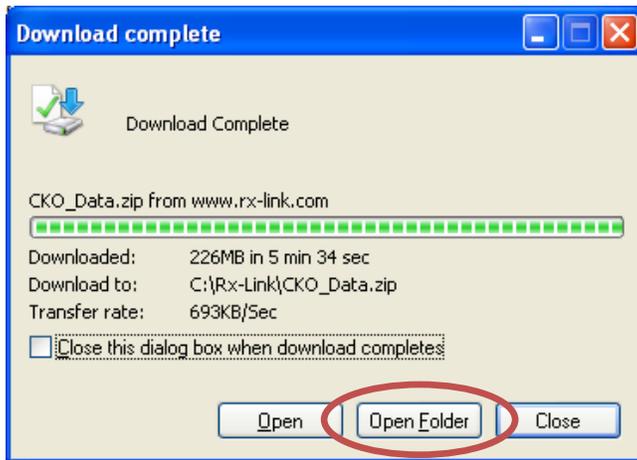
5. Double-click "CKO_Data.zip" to open the package.
6. Select all the files in the folder (pressing "Crtl+A" will do this easily for you).
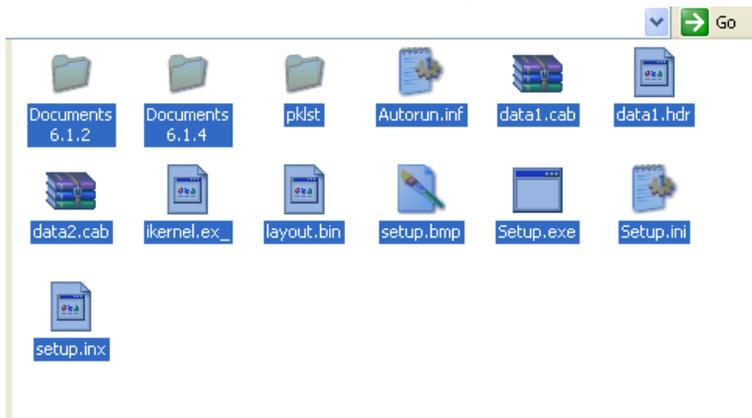
7. Copy the selected files by either Right-clicking on one of the selected files and selecting Copy or pressing "Ctrl+C" on the keyboard.

8. Click the Previous Folder button and create a new folder either by selecting File > New > Folder, or the Make a new folder link on the left.
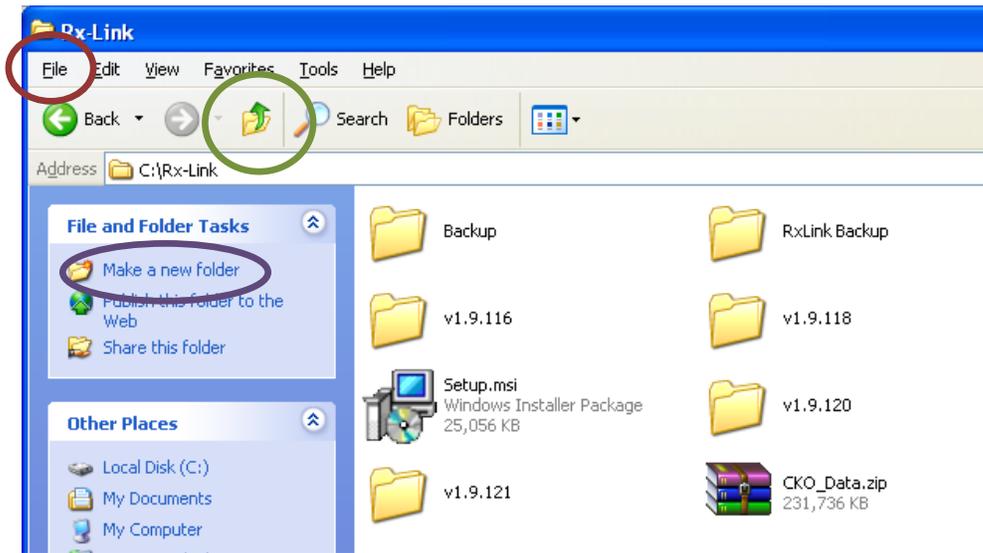

9. Name the new folder "CKO Data" or "CKO Data May" (does not have to be this name).
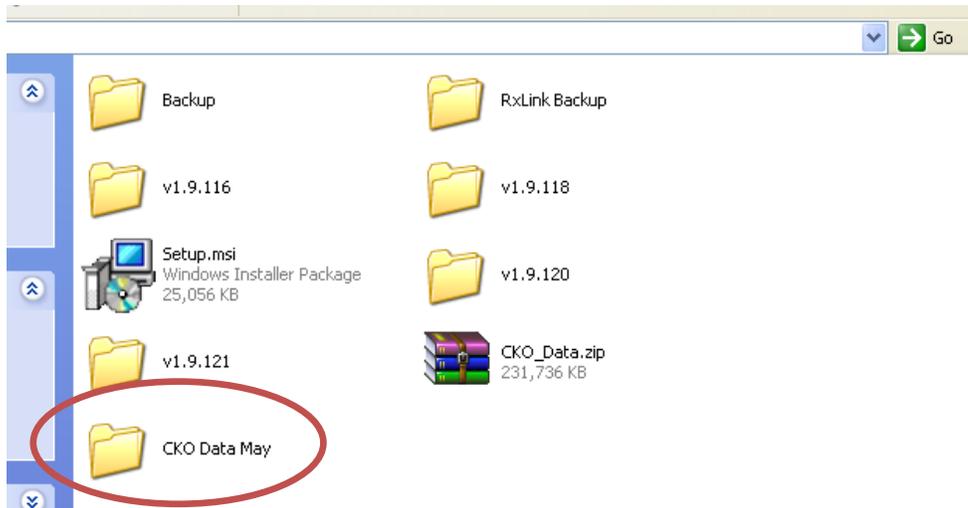
10. Double-click on the new folder you created (In this case, the folder CKO Data May).
11. Right-Click on any of the whitespace in the window and select Paste. This will copy the files from the CKO Data package you downloaded into the new folder. This can take a few moments.

12. Verify that the new folder now contains files similar to the next image:
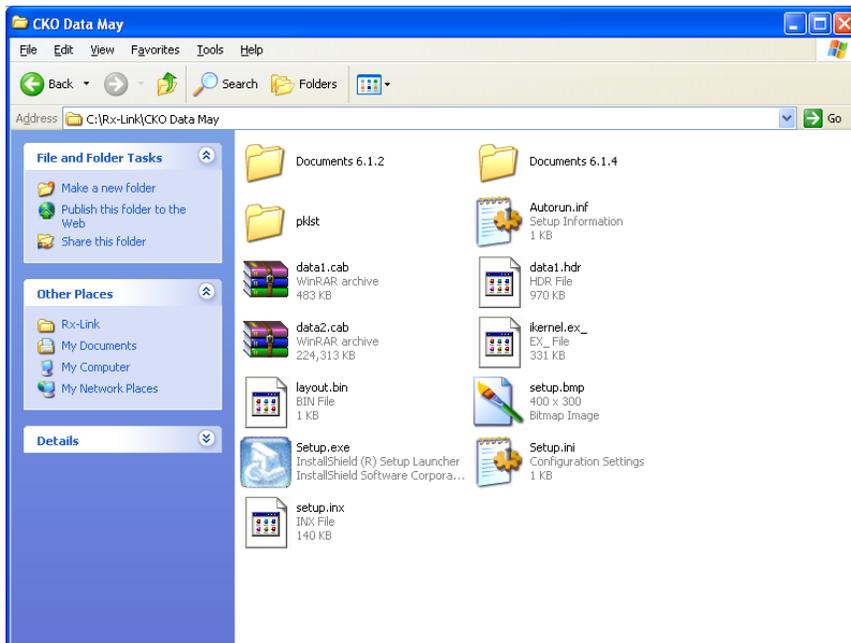
At this point your files have been downloaded and are ready to be installed.

Shutting down any CKO applications

1. Check the application bar (usually at the bottom of the screen for the following items:
   - Ultimedex – CKO Server
   - Ultimedex – CKO Cache

2. Close each of these items by clicking in their Close box (marked with an X)
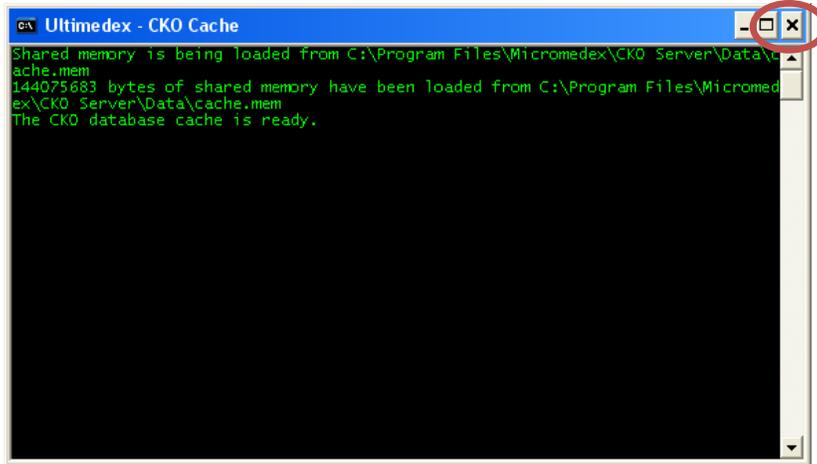

3. If you get error messages during the installation referring to "locked files" make sure that all CKO, Micormedex, and Ultimedex windows and services have been shut down.
   If you are familiar with Task Manager and Windows services, you can use those to terminate any running processes. Otherwise contact Netsmart Support for further assistance.
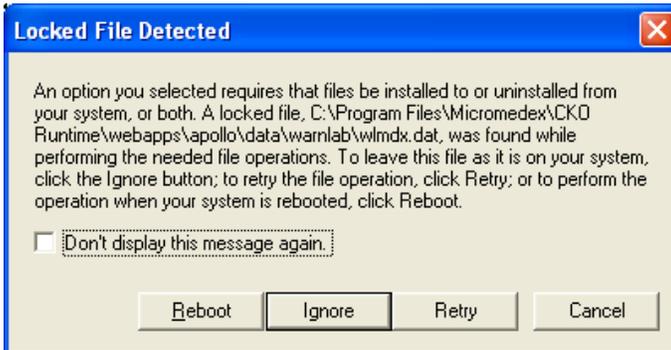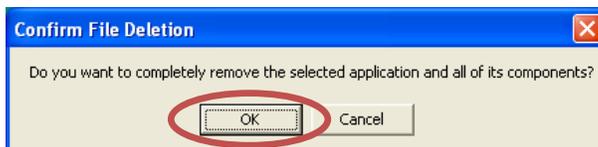
Installing the CKO Data

Removing the Old CKO Data Files

1. Open the folder where you copied the CKO data to if it is not already open. (We installed it to C:\Rx-Link\CKO Data May).
2. Double-click on the Setup.exe icon.
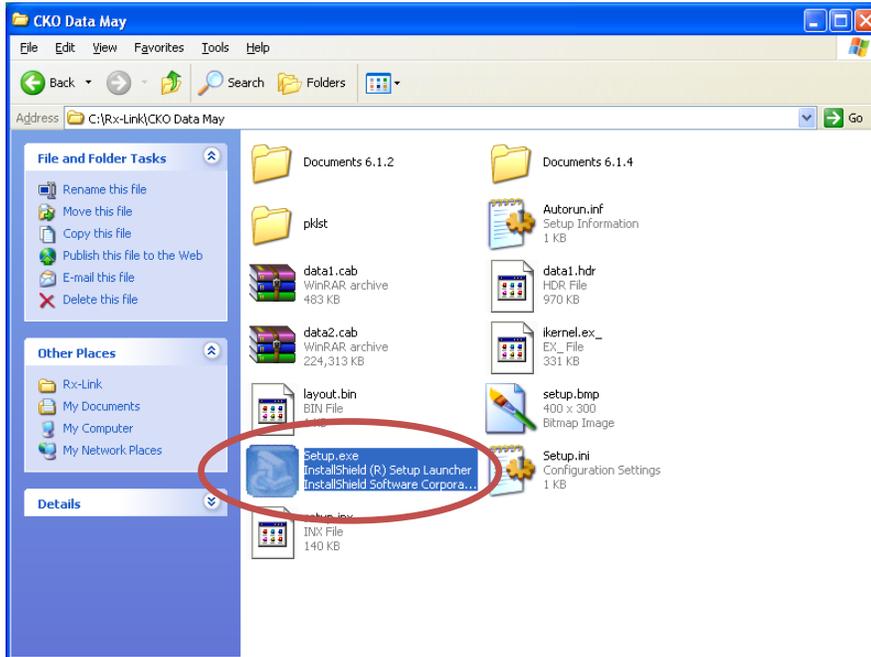
3. Click OK to remove the old data.

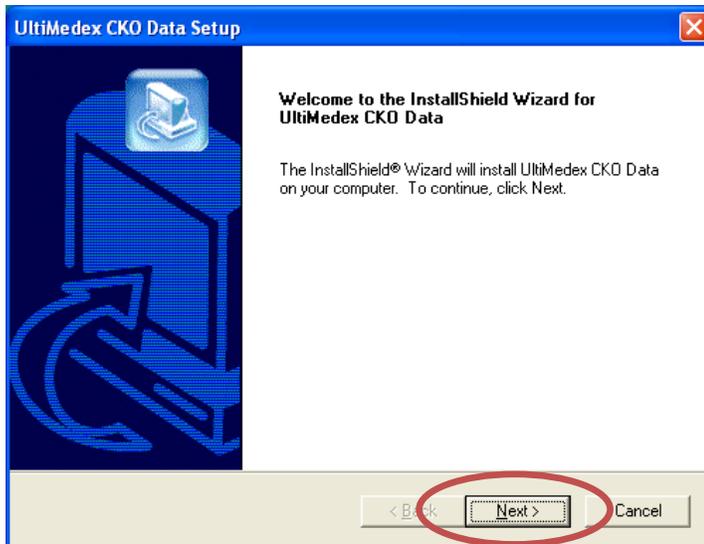   If you see a screen different from this one contact Netsmart Support.

4. You can ignore any error messages that may come up during the uninstall process.
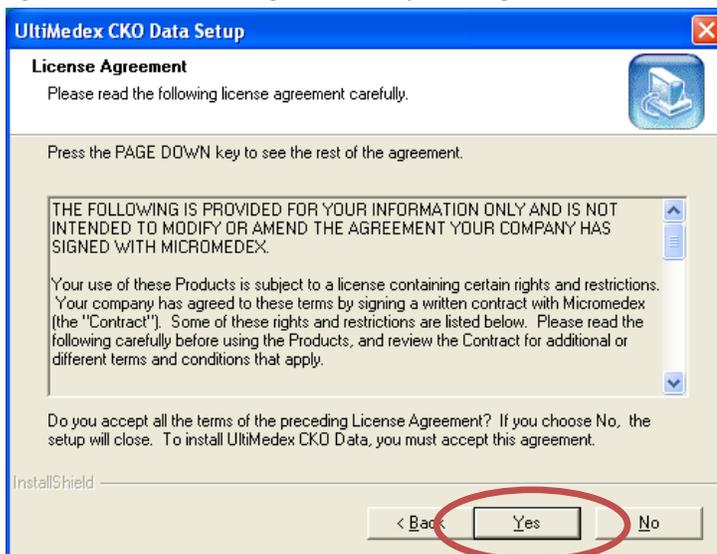5. Click Finish after all the files have been uninstalled.
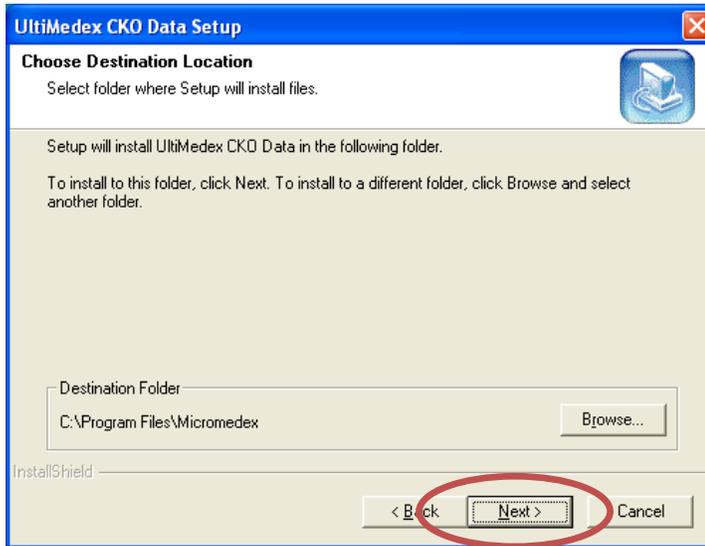
Installing the new CKO Data Files

1. Double-click the Setup.exe icon again.
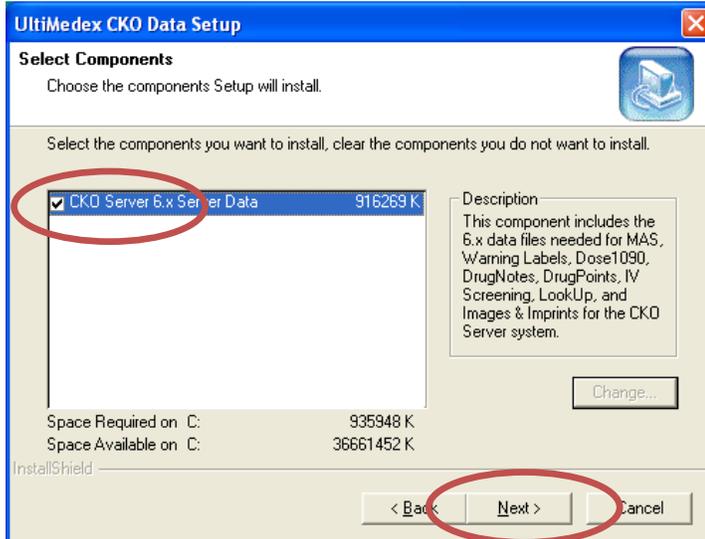2. Click Next to start the installation process.

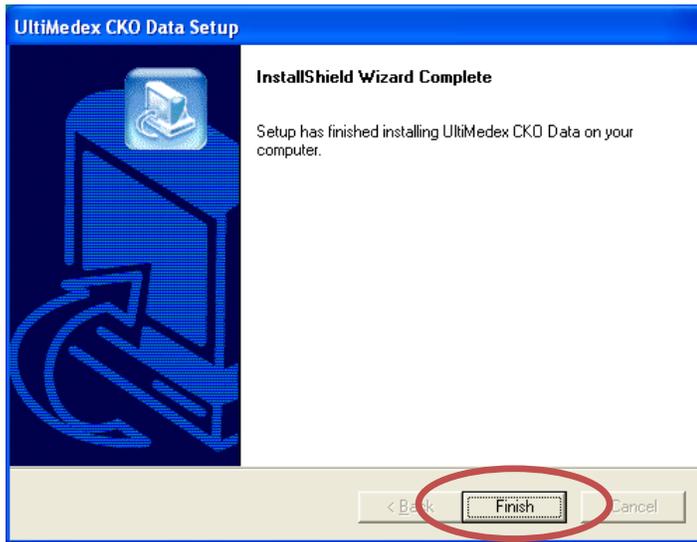3. Agree to the License Agreement by clicking Yes

4. Click Next to accept the default installation folder

5. Be sure there is a check in the box next to CKO Server 6.x Server Data then click Next.

6. The files can take a few minutes to install during which you will see multiple windows pop up. After all the files have finished installing click the Finish button.

Start the CKO Server and test the interaction checking.

1. Click on the Start Menu.

2. Select "All Programs > Micromedex CKO > Server > Start CKO Server".
3. Double-click the "RxLink for Windows" icon.
4. Login to Rx-Link and select any patient stay that has a drug order.
5. You should see the drug testing interaction lights come on.