



BPAC
CareSuite

BPAC CareSuite

How to install in Medtech ALEX

Version

4

Date

20 February 2026

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Overview

About BPAC CareSuite

BPAC CareSuite is a new product from BPAC Clinical Solutions. It will contain decision support tools, dashboards, such as the ACC Certification Dashboard, and more. It is free of charge.

You can find out more about BPAC CareSuite by going to: <https://caresuite.co.nz/>

About this guide

This guide is intended for Practice Managers or those in a practice with Medtech Administrator role/access. It shows you how to enable BPAC CareSuite in **Medtech Evolution version 7** and **Medtech Evolution version 8**. These are the only supported Medtech versions at this time.

Note: Once enabled in your practice CareSuite will only be available to clinicians with a valid HPI or Common Person Number loaded against their user profile in Medtech.

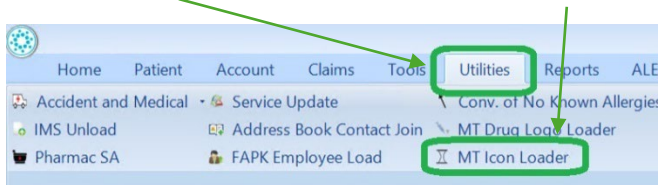
Before you begin

Before you install BPAC CareSuite in Medtech, make sure you have followed these steps:

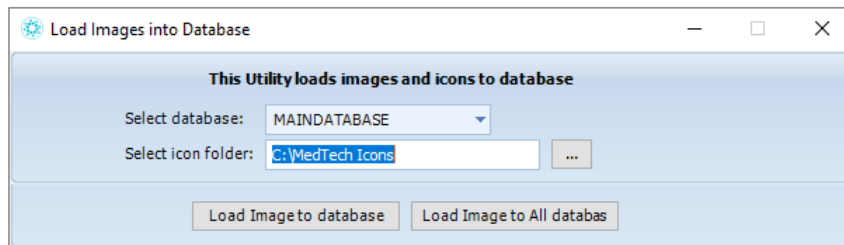
- ✓ Requested Practice access via the BPAC CareSuite Service Desk:
<https://get.support.caresuite.co.nz/>
- ✓ Received a confirmation email from BPAC with the Medtech installation pack containing:
 1. This guide
 2. The BPAC CareSuite icon for loading to Medtech (BPAC CareSuite.bmp file)
- ✓ Logged in to Medtech with Medtech Administrator role/access

Installing BPAC CareSuite in Medtech ALEX

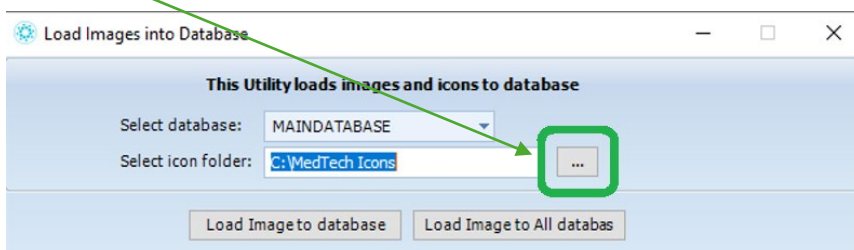
1. Copy the “*BPAC CareSuite icon*” folder from the installation pack to the computer – any location is fine
2. If you haven’t already logged in, login to Medtech with Administrator access
3. Go to the **Utilities** tab and click on **MT Icon Loader**



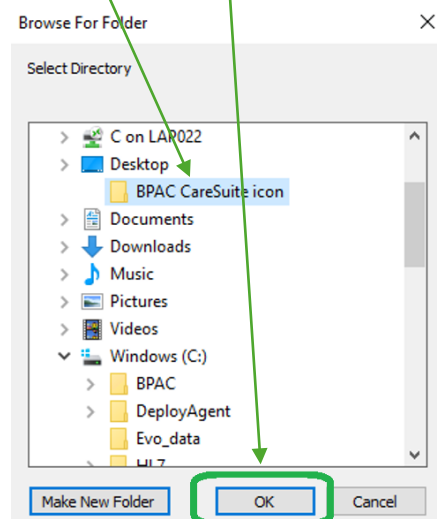
4. This will open the icon loader utility:



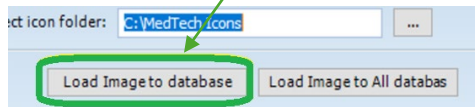
5. Click the “...” button



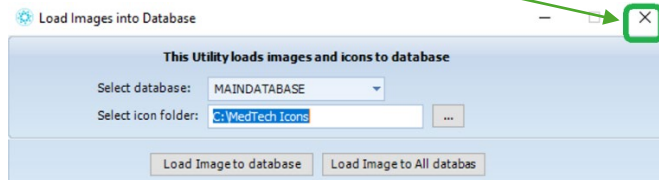
6. Browse to the **BPAC CareSuite icon** folder (where you saved on your computer in Step 1 above) select it, and click **OK**



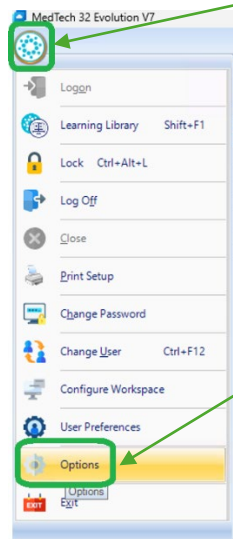
7. Click **Load Image to database**



8. Close the pop-up by clicking the **X** button



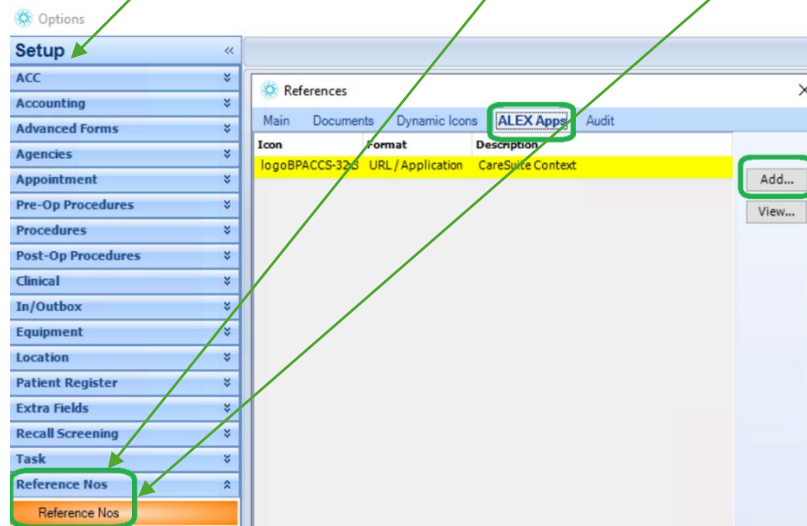
9. Click on the round **Medtech** menu button at the top left and select **Options**



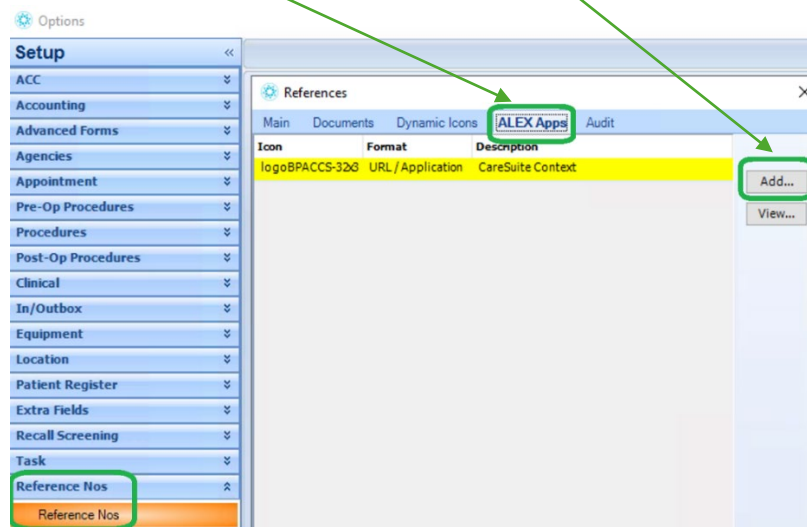
10. The next step is different depending on if you have Medtech version 7 or 8.

Medtech version 7

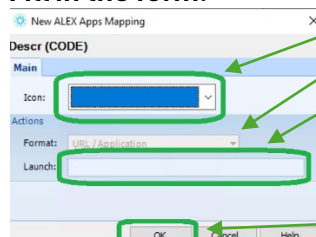
In the **Options** window, click on **Reference Nos > Reference Nos** in the left panel.



Click on the **ALEX Apps** tab, and click on **Add...**



Fill in the form:



The screenshot shows the 'New ALEX Apps Mapping' form. The 'Icon' dropdown is set to 'BPAC CareSuite'. The 'Format' is 'URL / Application'. The 'Launch' field contains the URL 'https://secure.caresuite.co.nz/authentication/login'. The 'OK' button is highlighted with a green box. Arrows point from the text instructions to the 'Icon' dropdown, the 'Format' field, the 'Launch' field, and the 'OK' button.

Icon: Select the **BPAC CareSuite** icon from the dropdown

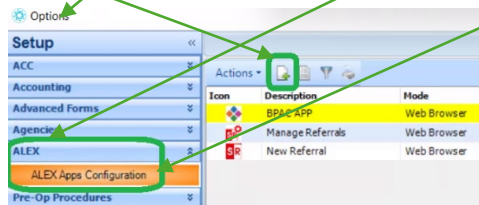
Format: no action required to this field

Launch: Copy and paste this link into the launch field:
<https://secure.caresuite.co.nz/authentication/login>

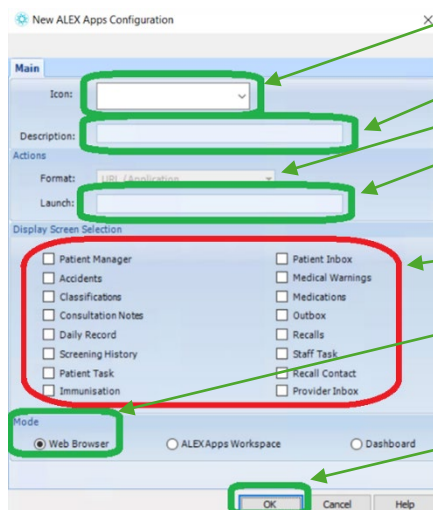
Click **OK**

Medtech 8

In the **Options** window, click on **ALEX > ALEX Apps Configuration** and click on the **New** icon:



Complete the New ALEX Apps Configuration form:



Icon: Select the **BPAC CareSuite** icon from the dropdown

Description: type **BPAC CareSuite**

Format: no action required to this field

Launch: copy and paste this link into the launch field

<https://secure.caresuite.co.nz/authentication/login>

Display Screen Selection: You do not need to select any of the options in the red box.

Mode: Select Web Browser

Click **OK**

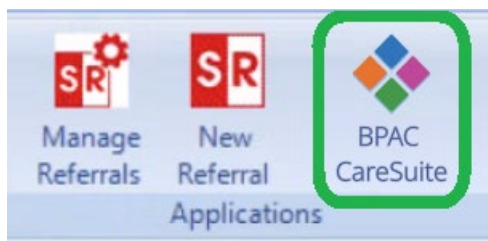
Medtech versions 7 and 8

11. Restart Medtech

12. The button should now be available to clinicians with a valid HPI/Common Person Number loaded against their user profile in Medtech:

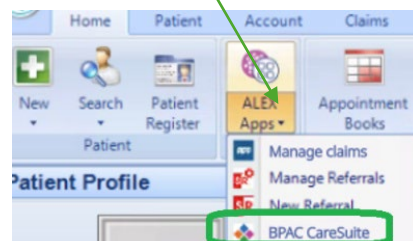
Medtech version 7:

From the **ALEX Apps** tab



Medtech version 8:

From the **ALEX Apps** button dropdown



Support

For more information or to request support, please visit the CareSuite website

<https://caresuite.co.nz/>