



DrugPak Software Suite Newsletter

Premier Drug and Alcohol Testing Software

February 2006

Current Articles

[Save Time Using DP Informer](#)

[MIS Reports In A Snap](#)

[Help Scanlon's Keep In Touch](#)

[February Webinars](#)

[Think About It](#)

We're Here to Help You!

We appreciate that you have chosen DrugPak to manage your substance abuse testing data. This newsletter is an opportunity for us to pass on news, helpful hints, and suggestions. If you ever have any questions or problems, don't hesitate to contact us.

Be sure to regularly check for DrugPak module updates at <http://www.drugpak.com/update> and remember to read the release notes to learn more about the changes.

The following modules have recently been updated:

- [Document Manager \(2/01/2006\)](#)
- [SSN Masking Report utility \(1/25/2006\)](#)
- [MRO Management \(1/12/2006\)](#)

Save Time Using DP Informer

The DP Informer module saves you time, and in your office, everyone's time is worth money! All the time that is spent sending result reports through the fax machine can be automated by using DP Informer.

With DP Informer:

- Automatically **FAX & EMAIL** results.
- Use filters to limit results by test type, status, or *any parameter you choose!*
- Send results to the client, an alternate contact, and/or a homepage.

• MIS Reports In A Snap

If you work with DOT testing, it is all about the MIS Report right now. (Sorry, we mean **ALL** about the **MIS** Report.) DrugPak provides exactly what you need--exactly.

Tip #1: The Covered Employees section (2a and 2c) is a *count of the average number of participants eligible during the course of the report date range*. This means that it will reflect the average number of participants in the specified group who were eligible for random selection during the date range that you specify in the MIS report options.

Tip #2: You must specify which date to use to create the MIS report. You can choose the MRO Verification Date or the Collection Date. The choice will be based on the answer to this question: "If a specimen is collected on 12/31/2005 and is MRO verified on 01/01/2006, in which year should it be reported?" At this time to the best knowledge of Scanlon Associates, there is an open answer to this question and so we leave the choice to you.

- Notify DP Live users that new results are available.
- Send **bulk messages** (email & fax) using DP Informer's Broadcast Manager.

DP Informer is a tireless worker, always ready to send your results. You define how your client receives their results. DP Informer sends faxes and/or optionally secure emails. Formats can include a list or an individual result letter. It is even possible to send data files as e-mail attachments in a variety of popular file formats. You decide if you are going to transmit positives or only negatives. Transmissions can be set to go automatically, or can be held for your clients who do not have a secure fax.

DP Informer looks through the results in DrugPak and generates reports on any completed result not yet transmitted. It will send those results that have never been reported, reprint results that have been printed through DrugPak, and/or retransmit results that have been selected. After the result has been sent, the DrugPak result record is marked with the date of the transmission and the transmission task ID number, providing an audit trail for results that have been sent.

To learn more about how DP Informer can save you time, deliver results faster, and improve your business image, call our Sales Team at 800-321-7826.

Tip #3: Occupation code COUNTS! When entering a participant record for a DOT organization remember this: The DOT administration and Occupation Code that is assigned to the participant record will be automatically assigned to every random selection (if they are selected, tested, or not) and result record associated with this participant. Valid DOT administrations include FMCSA, USGA, FAA, FTA, RSPA, and FRA. For 2005-6 reporting RSPA is still appropriate to use.

Options in DrugPak's MIS Report settings allow for variations in grouping, custom codes for test types, substances, and many other data entry complexities. If you find that you have questions about how to get your MIS report generated accurately, contact our Help Desk for a review.

[Learn more about DOT MIS forms through DrugPak Webinars](#)

- **Help Scanlon's Keep In Touch**

Sometimes to help you, we have to contact you! Please help by alerting us when you change any of your contact information. Phone, fax, e-mail, or physical mailing address are all important. We use these methods to supply you with program updates, software announcements, important procedural changes, class schedules, and more. If any of your contact data has changed recently, send it to us now!

[Click here and take a moment to email us your most up-to-date contact information for you and your organization.](#)

- **February Webinars**

DOT MIS Form

Learn how to best prepare and generate the DOT MIS Form directly from DrugPak. Understand how participant records, random selections, and result

records combine to produce the MIS report. This helps ensure accurate numbers and printing. Grouping options can get your reports generated quickly. This is critically important for accurately reporting client year-end results.

One Session in February DOT MIS Form - 60 minutes - \$59

Tuesday Feb 21st 1:00 PM Eastern Time*



Random Selection Webinar

Learn how to use DrugPak's Random Selection Expert to

quickly and easily perform random selections. In- depth coverage of random selection profiles, the random selection expert and random selection program statistical analysis. **DrugPak Random Selection - 60 minutes - \$59**

Wednesday Feb 22nd 2:00 PM Eastern Time*

(Support Plan members receive an automatic \$10 discount!)

Contact Scanlon Associates today to make your advance reservations. Call (800) 321-7826 x202.

Attendees are welcome to have one computer connected to the on-line portion and one phone connection to the conference call, but have as many people view and listen in your office as you wish. Advance payment is necessary to reserve your place and includes the cost of the web connection and the toll-free conference call.

***Please note: all times for webinars are Eastern.**
Adjust for your location accordingly!

[Our webinar schedule is now projected several weeks in advance. Click here to learn more!](#)

support@drugpak.com
<http://www.drugpak.com>

- **Think About It**

(800) 321-7826 U.S.
(866) 293-2495 Canada

"All honor's wounds are self-inflicted."
--*Andrew Carnegie 1835-1919, American Industrialist*

✉ **SafeUnsubscribe®**

This email was sent to melissa@scanlonassociates.com, by support@drugpak.com
[Update Profile/Email Address](#) | Instant removal with [SafeUnsubscribe™](#) | [Privacy Policy](#).

Powered by

