

# How to fix Best Practice 'Naming error'

GP Smart referrals has been set up in the background to include your Practice information. If this information is incorrect, please follow the steps to correct this error:

**In BP, navigate to 'Setup' > Select Practice details > click edit > update details as necessary, click save**

Practical Management Utilities View **Setup**

- Printers
- Practice details**
- Configuration Shift+F3
- Users Shift+F4
- Preferences Shift+F5
- Sessions Shift+F6
- Practice fees Shift+F7
- Cheque details
- Immunisation batches
- Labels
- Custom preparations
- Drug combinations
- Drug sheets

Practice details

Best Practice Clinic Change

Site ID: 0 Licensed for 12 full time and 12 part time doctors.

Licence expires on 23/07/2020

Practice locations:  Show Deleted

Location name	
Main surgery	<b>Edit</b>
	Delete
	Restore

1 Best Avenue  
Practiceland. 4001

Phone: 0744444444 After hours: 0444444444  
Fax: 0744444445  
E-mail address: bestpracticeclinic@bpsoftware.com.au

Close

Location details

Location: **Main surgery**

Address 1: 1 Best Avenue

Address 2:

City/Suburb: Practiceland

Postcode: 4001  Rural/Remote Area

Phone: 0744444444

A/H Phone: 0444444444

Fax: 0744444445

Practice E-mail: bestpracticeclinic@bpsoftware.com.au

ABN:

LSP Number:  Exempt from Diagnostic Imaging rules

Minor ID: BPS00000

Medicare Certificate E-mail:

Attach HeSA Certificates

**Save** Cancel

Details should now appear correctly on Smart Referrals.

Please contact

[WM-SmartReferrals@health.qld.gov.au](mailto:WM-SmartReferrals@health.qld.gov.au) or

contact your IT Provider for further assistance