

## Communication

June 2000

GST Edition

### Capable is getting even better

**A**fter good feedback from our clients leading up to the Y2k window, we've been working hard to give you the enhancements you've been looking for. Some of the changes you'll find this year include:

- ✓ Enhanced GST Support (see later in this newsletter).
- ✓ Full Y2k compliancy.
- ✓ Citrix multi-office support – down a phone line!
- ✓ Special enhancements to support Word 2000 and Windows 2000.
- ✓ Introduced Live Update to make it even easier to keep up to date.
- ✓ More powerful security features to protect your clinic data.
- ✓ 'Action Other Tasks' button to make the To Do List easier.
- ✓ Tooltips on the critical setup windows.
- ✓ Several new options in Receipt design to support DVA requirements.
- ✓ Removed the annoying 'Auto-correct' message in Patient Registration.
- ✓ Heaps of other small enhancements and bug fixes.
- ✓ Stock Control module now testing.



Capable is continuing its commitment to software excellence through further development of the Stock Control module – expected to be released later this year.

Heaps of new enhancements are on the cards, and as we move towards the 'real end of the millennium', you'll see some incredible time-savers coming out of Capable. At \$749 (ex GST), we're still nearly three times cheaper than our nearest competitor, with features and ease-of-use way beyond.

### CD Archiving

**T**he concept of a paperless office has long been considered the 'holy grail' for computer software houses. At Capable 21C we are working towards that goal and are now ready to introduce CD Archiving.

Old files take up a lot of space in some offices. So much so, that many practitioners have to take files home in cardboard boxes and store them in the garage until the seven year retention period has expired. It is now possible to scan these older files and press the resultant images onto a CD-ROM. The cost is remarkably low and the reliability of the CD is superb. High quality gold CDs are expected to last for 100 years - which is considerably better than the 20-30 years for microfiche and only 2-3 years for computer floppy disks or tapes.

With the new Capable CD Archiving module, you can retrieve the images scanned from your old files and review them - or even reprint them with a single click of the mouse!

Capable Software not only supplies the plug in module to go with your Capable 21C package, we can also scan your files and help with secure destruction of the paper files. CD-ROM Archiving is legally considered to be the equal of paper files. In practice, it proves to be better as a CD cannot be tampered with once it has been written. Approximately 500 patient files (10-15 A4 pages each) will fit on a single CD. This kind of storage can reduce 5 archive boxes of patient files down to a single disc - making it a more efficient form of storage as well as one which is easier to retrieve and guaranteed to last longer. We even supply you with a backup copy of the CD that you can store elsewhere for extra safety. Try doing that with your paper files!

If you'd like to know more about CD Archiving and how it can help your office, please email for information at [capablehq@capablesoftware.com.au](mailto:capablehq@capablesoftware.com.au)

# Stock Control

**C**apable is now alpha testing the new stock control module. As soon as this is complete, we'll release it to our select group of Capable Beta Testers, and then to the Capable community at large. It includes special features that allow you to track your current stock levels, order stock, receive stock and take stock. We are also developing barcode recognition in conjunction with the stock control module, and will be releasing a list of approved barcode readers in the near future.

Watch this space!

## How will GST Affect Capable Software Pty Ltd?

Capable Annual Upgrades Clients will notice a GST amount appearing on statements for annual support charges. All new copies of Capable (sold after 1, July) will have GST applied to them. Previously, the sales tax rate on software was 0.05% - so a 10% increase can be expected.

Make sure that you keep your statement from Capable, as the GST portion can be used to offset any GST amounts that you would otherwise pay back to the Tax Office. Once again, contact your accountant for detailed advice on how this works.

Clients who have dropped off annual upgrades should carefully consider whether they wish to rejoin before or after 1, July. Remember, after 1, July, everything will be 10% dearer.

## GST – How does it affect you?

**M**any clients have asked how to setup Capable so that it provides full support for GST. The steps are very simple. First, you need to be on the latest version. It is best for you to be on version 1.5.30 or above. Whilst version 1.5.13 supports all the mandatory requirements, you'll find additional features in 1.5.30 that make it much easier to use.

Here are the steps you need to follow:

1. Go to Setup|Settings and turn on GST. Set the GST Rate accordingly (eg 10%).
2. Go to Setup|Stationery design|Receipt Design. Alter your receipt layout to include the mandatory requirements for GST. These are ABN, Clinic Name, Practitioner Name, GST Amount – and the words 'Tax Invoice'.
3. Go to the Setup|Setup Appointment Types and Fees window. Work through each of your fees one at a time. For each fee, you will need to check – the GST percentage, and the price. Capable will not automatically adjust your fees when you turn on GST. You will need to do this yourself.

Its all pretty straightforward. For detailed instructions, contact Dr Chris Hume-Philips and get a copy of his clinic handbook 'Simply Capable'. It covers the GST issue and many other Capable features with clear, easy-to-use instructions. Take a look on our website [www.capablesoftware.com.au](http://www.capablesoftware.com.au) for more details.

Make sure that you contact your accountant before making any changes in Capable. And please do so before 1, July. The tax office has the power to apply heavy penalties to offices that do not comply with the regulations.

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