

# GETTING STARTED CHECKLIST



- Jade release installed
- Policies and procedures reviewed and updated where required
- Consent Form reviewed and updated where required
- Permissions switched on
- Practice location details checked in Bp Premier and updated where required (particularly for multi-sites)
- Practice location(s) enabled for App
- Bp Sales has been in contact and Service Agreement received
- Details entered into the Service Agreement sent back to Bp
- Invoice received and paid
- App activated
- Welcome Pack received (marketing materials, check-in beacon, etc.)
- Bp Comms setup and configured (e.g., templates, preferences, etc.)
- Check-in beacon plugged in
- Relevant Team Members trained
- Patients educated
- Patient enrolments successful



## Need more information?

Check out the Getting Started Guide and other Best Health App education material on the Bp Premier Knowledgebase.



### SUPPORT

1300 40 1111 (Option 1, then 1)  
support@bpsoftware.net



### SALES

1300 40 1111 (Option 1, then 2)  
sales@bpsoftware.net



### TRAINING

1300 40 1111 (Option 1, then 3)  
training@bpsoftware.net