

# Commissioning with Argus

## Preparation guide for Aboriginal Health Councils



You will need available on the day:

1. Your Medicare issued **NASH PKI Certificate** and matching **PIC**.
2. Your Medicare **PKI Site Certificate** and matching **PIC** that you have nominated to access the HI service. In most instances this will be the original PKI that you use for Medicare online claiming. It will be a disk with RA printed on it.
3. The **HI Individual Certificate** or DHS Medicare Individual Certificate and matching **PIC** for your **Organisation Maintenance Officer (OMO)** or **Responsible Officer (RA)**.

In a regular practice environment all three certificates would be on hand and available to be inserted when prompted by the Argus support officer, however due to the environmental complexities of many Aboriginal Health Services this is not always practical. Given the sensitivity of the specific keys relating to commissioning Argus recommends that the **NASH** and **PKI Site** certificate files are saved onto the server / machine that Argus is installed; similarly at the conclusion of commissioning we recommend removing the certificate files from the server / machine.

The purpose of the **HI Individual Certificate** or **OMO** USB is to publish the ELS information to the HPD. Argus recommends for sites that will not have a **HI Individual Certificate** or **OMO** USB available on the day of commissioning, to pre-populate the HPD following the instructions below and attached:

- The With the OMO users USB stick in the machine, go to <http://www.medicareaustralia.gov.au/hpos/>
- Click on PKI Individual Certificate (HI Access) then enter the PIC or password for USB Key
- Click on Healthcare Identifiers from the list on the left
- Select the practice
- Refer to the attached screenshots for instructions on adding ELS details with the following values:  
ELS Service Identity: <http://ns.electronichealth.net.au/id/hi/csp/1.0/8003635833336699>  
ELS Service Address: <https://humanservicesdirectory.vic.gov.au/hsdelsweb/ELSLookup.svc>
- Click on the HPD tab and Amend the details of the site
- Put a tick in the box next to the ELS details
- Save and Submit

Argus will need to pre-populate the HSD with the practice HPI-O. When booking in your commissioning testing time / date, please advise the Argus representative of your HPI-O details.

Booking in commissioning with Argus can be made two ways;

1. Email: [argus@argusconnect.com.au](mailto:argus@argusconnect.com.au) with a preferred date and time and HPI-O
2. Phone: 03 5335 2220 ext: 914 with a preferred date and time and HPI-O

Commissioning testing with Argus will take approximately 20 minutes providing you have prepared sufficiently, therefore it is **essential** that you action our check list **before** testing begins.