

Payment Solutions for Service Providers
User Manual Addendum for GoodX Users

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Integrated Installation (GoodX)

Post Nexion Install

After successfully installing Nexion the following must be completed, to enable communications between Nexion and GoodX

- 1.) Go to C:\nexion3
- 2.) Copy the nxAgent.exe and nx_api.dll
- 3.) Go to C:\WINDOWS\system32
- 4.) Paste copied files into the directory

LINKING THE MERCHANT ID

- 1.) Click to Start, Run
- 2.) Enter the following link C:\gxmn32\gxopsies4_11.exe/goodx1/supervsr/"date of install"
- 3.) Login as supervisor
- 4.) Click on the system options button
- 5.) Select "Interfacing" from the left hand index
- 6.) Check the box "Use Nexion"
- 7.) Enter the Merchant ID supplied by Nexion SA and then click Exit



Transacting with Nexion

A. Payments originating from Good X

1. Once logged on to the Good X Practice Management System to Process a Payment proceed by double clicking the Cash Register Icon (A) on the Good X main Menu.



2. Highlight the Cash Register (B) you wish to use by single clicking it and then clicking OK (C).



3. The Point of Sale Screen is now displayed. Select "Patient payments" (E) from the "Cashbook" option (D) in the "Point of Sale" Menu as displayed in the illustration below.

🗊 Point of Sale		— D
Program Cashbook Administ	tration Help	
Cash re Patient payments		
All Entities Patient	t Payments	
Reverse receipt (/ Reverse receipt (/ Reverse receipt (F	Account number) Receipt number)	
Co-payment cashbook:	KAS1	- E
Current session	1	
User	GOODX	
	© GoodX 20002007 Version 02-07	
<		

4. The Select entity menu is now displayed. Select the Entity (F) for which the payment is being processed and click "OK" (G).

A	Select an entit	у		
	No	Name	^	
	1	GoodX Test		F
Þ	2	Drs Weber and Ass Inc		
	3	Heike Millar Nursing and Baby Clinic		
<			>	
		Entity (F11)	<u>0</u> K (F2)	6

5. Select the Patient concerned (H) from the Account list and click "OK (I)" to begin processing the payment.

M		•	•	1	► Í	(F3) +
Account Number	Balance	Surname	Init	File Number	Address	
IRE30	Dalance 0.00	SKINNER	MG	M00022	571 19TH AVENIJE	
IBE65	0.00	SLOMAN	B	M00051	P 0 80X 61293	DCMED
IBE75	0.00	SMITH	<u> ік</u> —	M00055	P 0 80X 298	DISCOVI
IBE61	0.00	SPREELIWENBERG	F	M00042	P 0 80X 903	NEDGBI
IBE2	0.00	STOCK NUBSE	SN	1.1000.12		PRIVATE
IBE42	0.00	SZALEK	M	M00031	P.O BOX 282	DISCOVI
IRE1	163.94	TEST	M	MIEA4J4us	POSBUS 554	DISCOVI
IRE43	0.00	TEST2	DV	test2		AECI CA
IRE40	0.00	THIERY	JM	M00029	P.O BOX 734	DISCOVI
IRE10	0.00	THOMPSON	NS	M00036	P 0 B0X 14308	LIBERTY
IRE34	0.00	TIMMS	LL	M00024	P 0 B0X 9931	DISCOVI
IRE49	0.00	TSENASI	TJ	M00034	PO 80X 444	SPECTR
IRE14	0.00	USHER	BD	M00104	P 0 B0X 767	PRIVATE
IRE72	0.00	VAN DER MERWE		M00115	P 0 B0X 310	DISCOVI
						>

6. Fill in the Amount of the transaction about to be processed in the Amount to allocate field (J) then click continue (K).

🗊 Point of Sale		
Program Cashbook Administration Help		
Drs Weber and Ass Inc	Debtor REPTON D MNR	
IRE9 MNR D REPTON	IRE9	
Med.Aid Ou Patient Out Total Outst		
Medical aid 0.00 115.50 115.50		
Patient claims 0.00 0.00 0.00	Amount Due: 115.50	
Private 0.00 0.00 0.00		
0.00 115.50 115.50		
L	Amount to allocate: 20.00	
Aqe analysis		
120 days + 0.00		
90 days+ 115.50		
60 days 0.00		
30 days 0.00		K
Current 0.00		
Total 115.50	Befresh (F5) X Cancel ✓ Continue (F2)	_

7. Select the patient from the list and double click in the "Amount" column (L) to allocate the funds concerned then click "Done" (M).

Point of Sale			
rogram Cashbook Administration Help			
-[
Drs Weber and Ass Inc	Debtor REPTON D A	INR 🔼	
IRE9 MNR D REPTON		TIENT	
Med.Aid Ou Patient Out Total Outst			
Medical aid 0.00 115.50 115.50			
Patient claims 0.00 0.00 0.00	Amount Due: 115.50		
Private 0.00 0.00 0.00	,		
0.00 115.50 115.50			
·			
-			
	Amount to allocate: 20.00		
Inv. no. Date Amount Patient outs M	ed.Aid outst Invoiced Patient	Jni Acc. Jni Ji 📥	
▶ 00000010/P 16-04-2007 20.00 37.50	0.00 230.00 DENNIS REPTON	EXP1 0.00	
00000012/P 16-04-2007 0.00 0.00	0.00 211.15 DENNIS REPTON	EXP1 0.00	
00000013/P 16-04-2007 0.00 78.00	0.00 78.00 DENNIS REPTON	EXP1 0.00	
UNLINKED 16-07-2007 0.00 0.00	U.UU U.UU	0.00	
		_	
		×	
			M
Balance 0.00 "F6" - Write off	✓ Auto.mark Patient (F7)		
Amount : 20.00 "E5" - Sett Disc - Both	Auto.mark Both (F9)		
"F3" - To amount column			

8. Select Card Payment (N) then click the Nexion button (O). The Nexion Agent will now be displayed

Payment method		
Method of payment C Ca sh (Alt+1) Cheque (Alt+2)	Info:	
Card Payment (Alt+3) Electronic Transfer (Alt+4) Se-payment (Cash) (Alt+5) Co-payment (Cheque) (Alt+6) Co-payment (Card Payment) (Alt+7) Cash (Nexion)	Cash 20.00 Rounded 0.00	
Amount allocated: 20.00	-	
Amount Tendered: 20.00		
Change: 0.00		
🔽 Print receipt (F9)		
🔀 Member	Maintenance Nexion X Cancel	

Please Note:

Good X will pre populate the amount, Transaction reference and Member reference into their respective fields. These fields will be grayed out on the Nexion Payment Details Screen as shown in point 9

The Nexion Payment screen

	nxAge	nt version: 3.8.9.29	► *		
nexion	Payment Details	Nexion SA Preloaded Information	Prov	cess Card	 A B
Nexion fully functional	Transaction Ref#: Member Ref#: User Ref#:	Preloaded Information Preloaded Information	Process C Process E	Cash or Cheque	C
Cancel	Bank Auth #: [Proces	s Debit Order	E
					F G

Please Note:

The **Amount**: **Transaction Ref#**: and **Member Ref#**: is automatically pre-populated. These details will appear on the Patients Receipts and Nexion Reports. For Multiple Practitioners at a single practice please select the correct name from the **Merchant**: Drop Down list. The displayed information cannot be edited. The Reference information is as follows:

- (A) Merchant: The Doctor who will be credited with the transaction amount.
- (B) Amount: The total amount to be collected from the cardholder
- (C) Currency: The Currency is defaulted to ZAR and cannot be changed.
- (D) Transaction Ref#: This is a sequential transaction number generated by Good X for that specific patient and will be displayed on the Nexion Report under Transaction Ref#.
- (E) Member Ref#: This is the Good X Account Number for that specific patient and will be displayed on the Nexion Report under Member Ref#.
- (F) User Ref#: This field only needs to be used if the user requires extra information to be added to the transaction details.
- (G) Bank Auth#: This field only needs to be completed upon request from the bank. A Specific Declined reason will determine this

9. Select your transaction type from the list

	nxAge	ent version: 3.8.9.29	N	↔	,
nexion	Payment Details	Nexion SA	~	Process	Card
	Amount:		ZAR v	Process (card not p	Card resent)
	Transaction Ref#:			Process Cash	or Cheque
Nexion fully functional	Member Ref#:			Process EFT to	Bank Acc
	User Rer#: Bank Auth #:			Process De	bit Order
<u>C</u> ancel				Process P	re-Auth

10. If applicable a screen will be displayed, prompting the user to swipe the card.



11. If you want to do a credit/debit card transaction, swipe the card through the slot on the side of the pay point terminal, with the magnetic strip at the bottom of the card facing toward the terminal.



12. You will be prompted on the terminal to select an account type:

If the card is a **Debit Card*** Choose option # **1 for Savings # 2 for Cheque** Confirm with Cardholder if debit card is linked to a **savings** or **current** account Refer to the LOGO on the card; Logo's with Visa Electron or Maestro are debit cards.

* In the case of a debit card your client will be prompted to enter their PIN on the terminal and to press Enter to confirm.

If the card is a **Credit Card**, the option to deduct an amount on a straight or budget facility is displayed on the terminal. If in doubt refer to the LOGO on the card, Logos with Visa, Master Card, American Express or Diners Club are credit cards. If the client requests a budget option, select the number of months as prompted on the screen or select option 1 to continue.

13. The terminal will now prompt you to re-confirm the transaction amount by pressing the green **enter** key on the pay point terminal.

At this point the transaction will be processed and the result displayed on the terminal by means of an **<u>Approved</u>** or <u>**Declined**</u> message.

Regardless of the outcome of the transaction, receipts will automatically be printed to your default printer.

The Nexion Receipt

nxAgent version: 3.7.	nxAgent version: 3.7.10.28				
Email	Reprint	Complete			
Successful Cre	dit Card Transa	ction			
Merchant Unit 16, Block ysterplaat Cape Town	: Nexion SA 1, Northgate I	sland,			
License Date Username	: NEX7700N0001 : 2013/10/30 1 :	.0002 .3:42:53			
Card Payment R	leceipt				
Trxn Ref Mem Ref Nexion Ref	: DEB 01820 : J Smith : 826497				
AuthId Merchant ID Terminal ID	: 348451 : 000002191901 : 00001292	185			
Card Type Card #	: Credit : 5221*******	1234			
Amount	: R 430.00				
I agree to pay cardholder agr	y this amount as reement	g per my			
Cardholder Signature					
	Powered by Nexion				

For any queries regarding Nexion please call our Call Centre on

0861 639 466