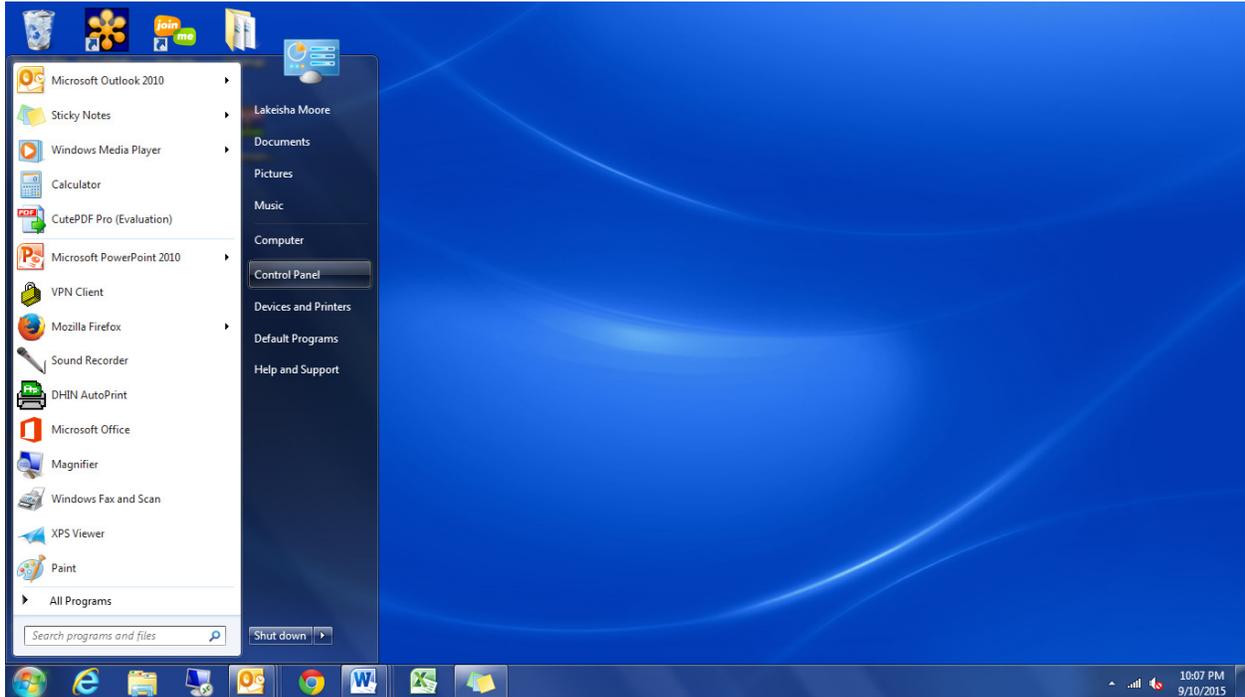
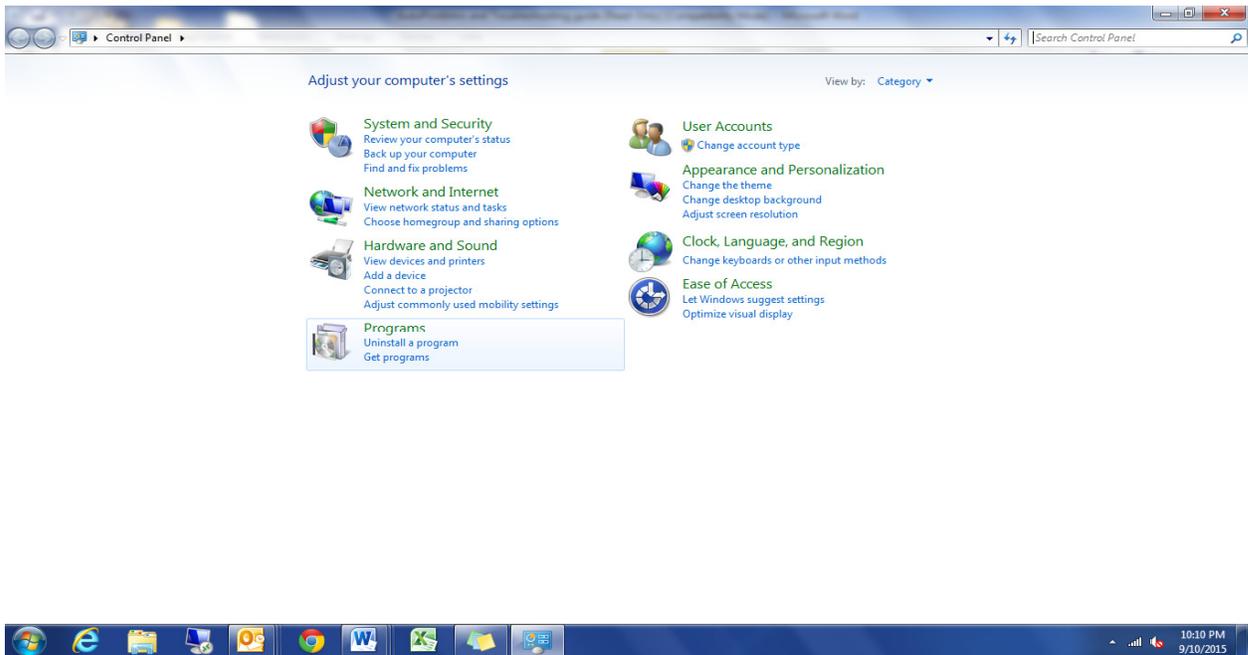


Instructions on Uninstalling and Reinstalling DHIN Auto Print

Uninstalling – Step 1: Click “Start” and Go to the “Control Panel.”



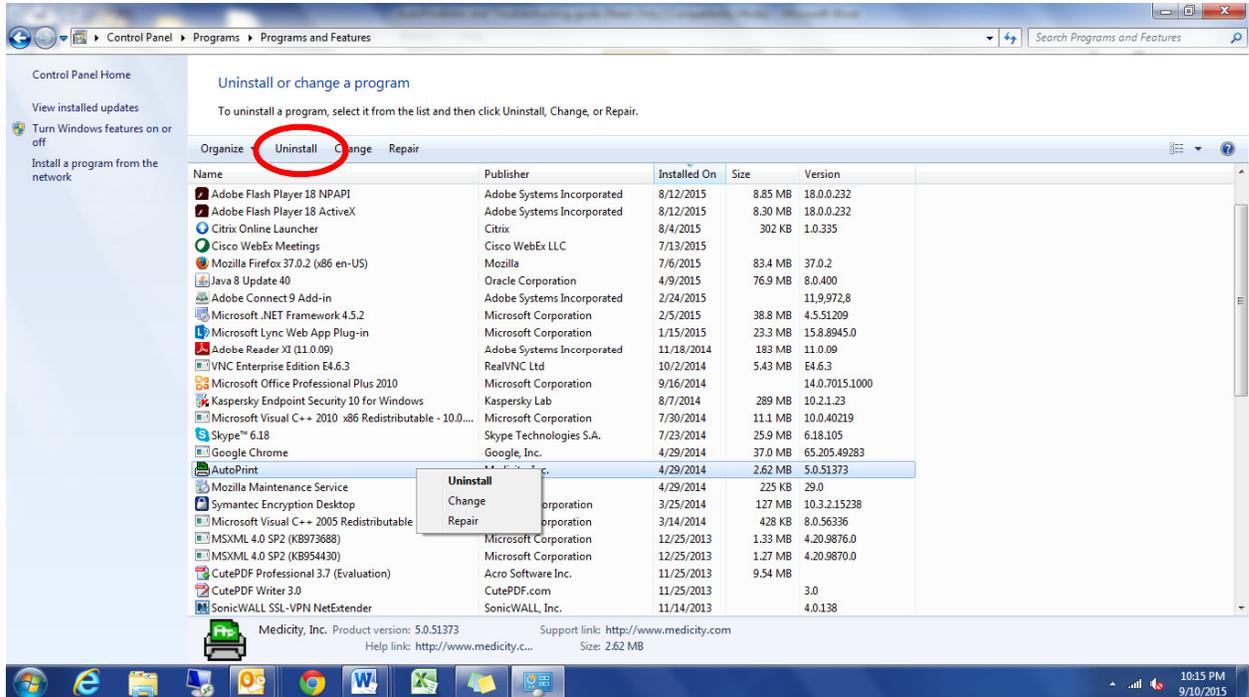
Step 2: Once in the “Control Panel” Find the “Programs” section and click on “Uninstall a Program.”



**Note: Some versions of windows may have an option to “Add or Remove” programs vs. “Uninstall”.*

Instructions on Uninstalling and Reinstalling DHIN Auto Print

Step 3: Find the “Auto Print” Program in the list of Programs. Click on “Auto Print” and then Right Click to “Uninstall” or select “Uninstall” at the top of the page (see red circle).



Step 4: After following the prompts, the old “Auto Print” program will be uninstalled.

Reinstalling DHIN Auto Print

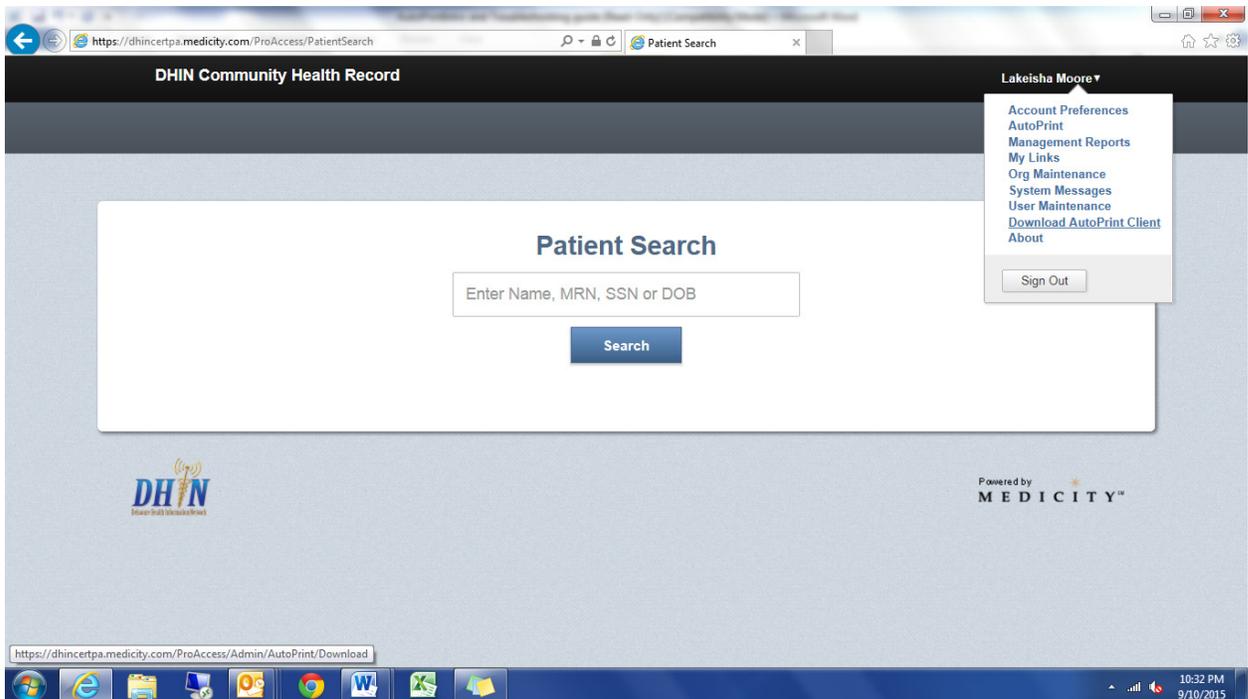
Step 1: To install the new DHIN “Auto Print,” log into the DHIN community health record.

***Please note, in order to install the auto print through the DHIN community health record website, you must have administrator access in DHIN and be able to download programs to your local computer.**

Instructions on Uninstalling and Reinstalling DHIN Auto Print



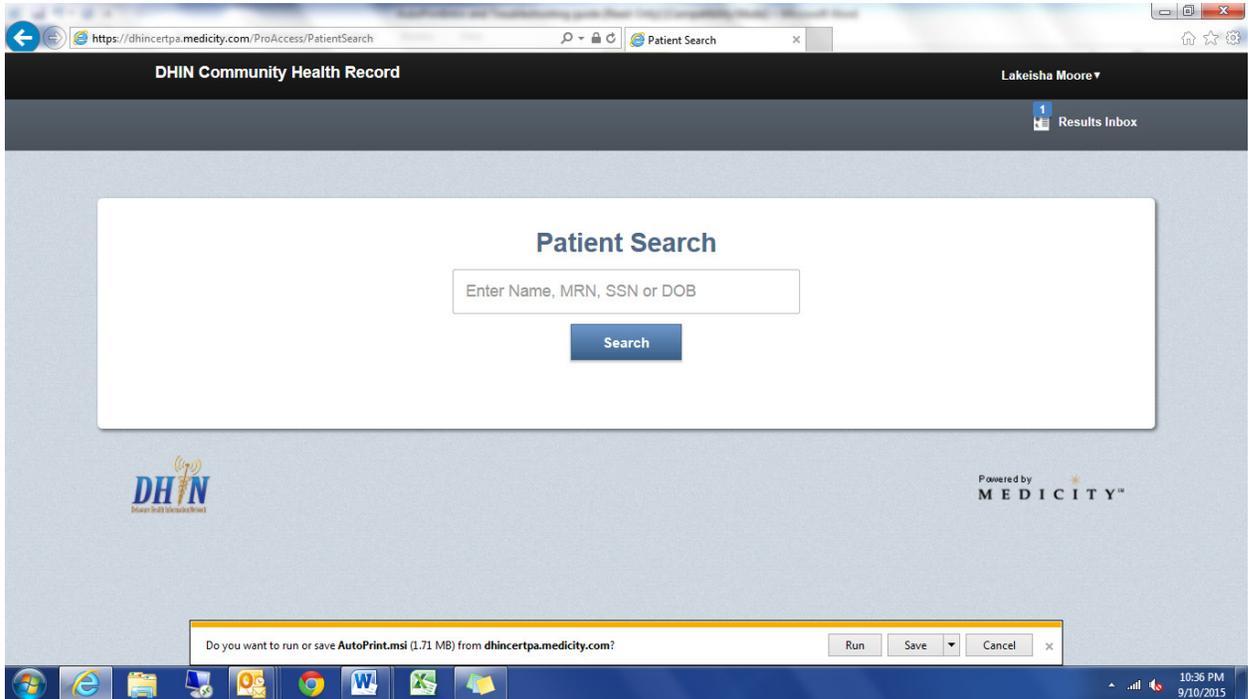
Step 2: After logging in, click on your name in the top right corner. Click **“Download Auto Print Client.”**



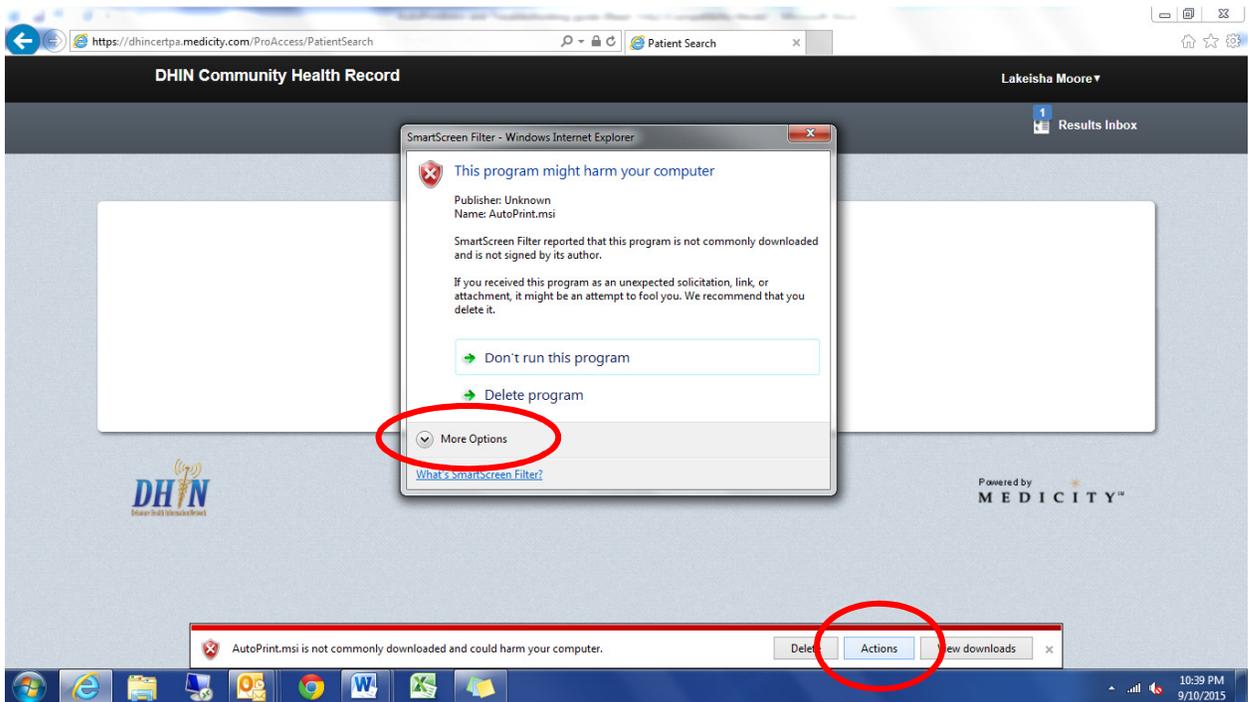
Revised 9.10.15

Instructions on Uninstalling and Reinstalling DHIN Auto Print

Step 3: Click on “Run” to run the “Auto Print” Program.

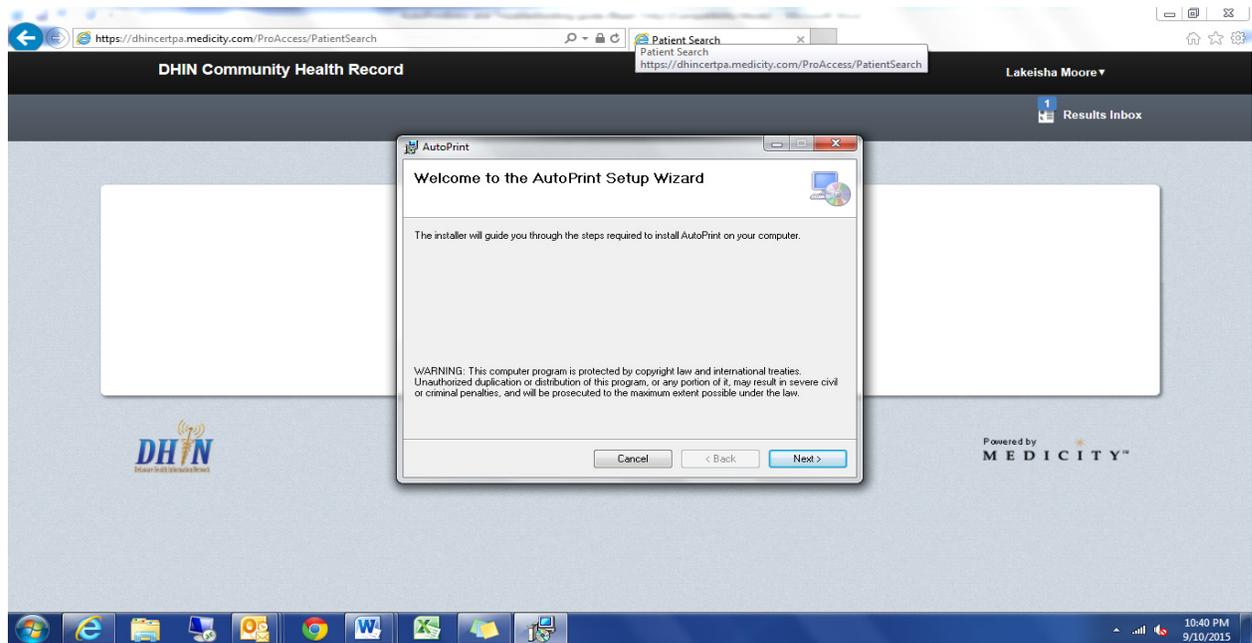


**If you receive a warning message, click on “Actions” and “More Options” to “Run” the Auto Print Program.*



Instructions on Uninstalling and Reinstalling DHIN Auto Print

Step 4: Follow the prompts and the new Auto Print program will be downloaded.



Step 5: Once you have completed the download of the new DHIN Auto Print, click on “**Start**” and “**Auto Print.**” A box should pop up asking you for a new User Name, Password and Pin. Please reach out to the **DHIN Helpdesk** or your **DHIN Provider Relationship Manager** to get your correct **Auto Print** username, password, and pin number. The DHIN Helpdesk can be reached at **302-480-1770** or **helpdesk@dhin.org**.

