RESOURCE AND PATIENT MANAGEMENT SYSTEM

Pharmacy Point of Sale
(ABSP)

Patch Addendum

Version 1.0 Patch 22
October 2007

PREFACE

The requirements and functionality outlined in the SRS IHS Point of Sale Version 1.0 Patch 22 include the following:

1. Report of POS insurer's missing tax ID

2. Hold claims if missing tax ID

3. Check for updated tax IDs nightly

4. Option to update insurer's tax ID

5. Report of claims waiting for tax ID

These updates to the POS functionality and the modified reports are described in this document.

SECURITY

This patch uses the same security keys as described in the Pharmacy POS User Manual v1.0.

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1.0 Introduction

Please review these changes and add a copy of them to any printed documentation your site may be using for ABSP v1.0. These changes will be integrated into future versions of the software and user manuals and will no longer be considered an addendum at the time of the next release.

Patch 22 of Pharmacy Point of Sale v1.0 contains the following changes:

- Changes for Holding Claims

2.0 Changes for Holding Claims

This section provides instructions for holding claims in POS that are identified as IHS with the insurer's federal tax ID missing. These claims will be released automatically as the tax IDs are entered.

2.1 Report of POS Insurers Missing Tax ID

The POS Insurers with Missing Tax IDs report will identify the insurers who are currently being billed through POS and are attached to a format, but are missing the required federal tax ID number. When you run this report it will list the insurers name, address, and contact number needed in order to obtain the tax ID number.

RPT/SET/TAX

```
                 *******************************************
                 *      PHARMACY POINT OF SALE V1.0 P22     *
                 *            NOT-A-REAL FACILITY           *
                 *       Setup (Configuration) reports      *
                 *******************************************



    DET    POS Setup - Detailed Report
    PHAR   POS Setup - Pharmacies Report
    SUMI   POS Setup - Summary of Insurers
    RXB    POS Setup - Rx Billing Status Report
    USER   Display user preference settings
    TAX    POS Insurers with Missing Tax IDs

 Select Setup (Configuration) reports Option:
```
Figure 2-1: Screen 1 of accessing the POS insurers with missing tax IDs report

```
POS Insurers with Missing Tax IDs (AZFAMH)              SEP 19,2007@16:55:09
----------------------------------------------------------------------------

ADVANCE PCS  (`1920)
123 ELM ST
MASHANTUCKET,CT  06339
(888)459-1337

ADVANCE PCS-610415  (`1751)
P.O. BOX 33780
PHOENIX,AZ  85072
(877)473-3232
-- END OF REPORT --  (Press <ENTER> to return to menu):
```
Figure 2-2: Screen 2 of accessing the POS insurers with missing tax IDs report

2.2   Option to Update Insurer's Tax ID

This option will allow you to enter the tax ID numbers for insurers as needed. You must have the manager menu keys in order to update this information.

MGR/SET/INS/TAX

```
               ********************************************
               *      PHARMACY POINT OF SALE V1.0 P22      *
               *            NOT-A-REAL FACILITY            *
               *   Edit Pharmacy POS Insurance settings    *
               ********************************************



  SYS     Insurance selection parameters (system-wide)
  INS     Quick setup of insurer
  ADV     Advanced setup of insurer
  RPMS    Enter/edit RPMS Insurance file RX settings
  TAX     Enter/edit Insurer Federal Tax ID
  NPI     Set Global NPI Flag
  SUMI    POS Setup - Summary of Insurers

Select Edit Pharmacy POS Insurance settings Option:
```
Figure 2-3: Screen 1 of updating insurer's tax ID

```
Select INSURER NAME:     AARP      PENNSYLVANIA      18175
        ...OK? Yes//   (Yes)

FEDERAL TAX ID #:
```
Figure 2-4: Screen 2 of updating insurer's tax ID

2.3   Report of Claims Waiting for Tax ID

The Count of POS Claims Not Passed to 3PB report will identify all claims currently being held because of a missing tax ID number. The report will list the insurer and how many claims are waiting to be processed. These claims are checked on a nightly basis and are held until the tax ID is entered. At that point the claim will automatically pass to third party billing.

RPT/CLA/HELD

```
                 *******************************************
                 *      PHARMACY POINT OF SALE V1.0 P22      *
                 *            NOT-A-REAL FACILITY            *
                 *          Claim results and status         *
                 *******************************************



   PAY     Payable claims report
   REJ     Rejected claims report
   CAP     Captured claims report
   PAP     Paper claims report
   UN      Uninsured claims report
   DUP     Duplicate claims report (should be none)
   MISS    Find prescriptions missed by POS
   NRV     Reversals needed
   URM     Update Report Master File for a date range
   REC     Recent transactions
   STR     List possibly stranded claims
   HELD    Count of POS Claims Not Passed to 3PB
   DAY     TOTALS - by RELEASED DATE
   INS     TOTALS - by INSURER
   MPD     TOTALS - MEDICARE PART D INSURERS

Select Claim results and status Option:
```

Figure 2-5: Screen 1 of claims waiting for tax ID report

```
Count of POS Claims not Passed to 3PB by Insurer(ABSPOSMI)SEP19,2007@16:33:50

Insurer                                                         Count
--------------------------------------------------------------------------------
AARP (`37)                                                          2
EASTERN PENNSYLVANIA HMO INC (`1226)                                1
ROYAL NEIGHBORS OF AMERICA (`1761)                                  2
                                                                ==========
TOTAL                                                               5
  -- END OF REPORT --  (Press <ENTER> to return to menu):
```

Figure 2-6: Screen 2 of claims waiting for tax ID report

2.4   Splash Screen

The purpose of this screen is to provide a notification of how many POS claims are currently not being passed to third party billing. This screen will also provide you with instruction on how to run a HELD report to identify which insurers need a tax ID number entered into the system in order to have these claims processed.

```
***************************************************************************
*              There are 5 POS Claims not being passed to 3PB            *
*                                                                        *
*                        due to missing tax id.                         *
*                                                                        *
*          Please run the following report for more information:        *
*                                                                        *
*            HELD   Count of POS Claims not Passed to 3PB               *
*                                                                        *
*          To run the report select options RPT/CLA/HELD.              *
*                                                                        *
***************************************************************************
```
Figure 2-7: Sample splash screen

3.0   Contact Information

If you have any questions or comments regarding this distribution, please contact the OIT User Support (IHS) by:

Phone: (505) 248-4371 or

(888) 830-7280

Fax: (505) 248-4297

Web: http://www.ihs.gov/GeneralWeb/HelpCenter/Helpdesk/index.cfm

Email: support@ihs.gov