RESOURCE AND PATIENT MANAGEMENT SYSTEM

Accounts Receivable

(BAR)

Patch 18 Addendum

Version 1.8 Patch 18
May 2010

Office of Information Technology (OIT)
Division of Information Resource Management
Albuquerque, New Mexico

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1.1   Modifications

- A check was added for duplicate TDN/IPACs during Collections Entry

- Format changes made to collection reports for easier reading

- Not Sent Report modified to display error code descriptions

- Menu option added to Cashiering Menu to allow the user to inquire to the accounts receivable (A/R) Transaction File

- Additional data elements added to A/R BILL/IHS BILL NUMBER display in the posting options

1.2   Resolutions to Help Desk Calls

No HEAT ticket resolutions will be released as part of Patch 18.

2.0   **Patch 18 Details**

2.1   System Check Added for Duplicate TDN/IPACs (AR–COL–EN)

During collections entry, the system will check the TDN/IPAC being entered to see if it's already in the system in another collection batch. When a TDN/IPAC is entered, a new message will display to let the user know that the system is checking for duplicates. If a duplicate is not found, another message will display and collections entry will resume as normal.

```
ENTERING GINAS PVT OPV-04/28/2010-1TYPE: ALL TYPES    BATCH TOTAL: 0
You will now be prompted for the Treasury Deposit/IPAC and an amount.
The Treasury Deposit/IPAC will be used for all items in this batch.
The total of all the items entered must equal the amount entered here or
the batch will not finalize.


Enter TDN/IPAC: IHS0003369854

Checking for duplicate TDN/IPAC...  No duplicates found.

Enter TDN/IPAC/Deposit Date: T-3  (APR 25, 2010)
Enter TDN/IPAC Dollar Amount for this Batch: 2500
```

Figure 2-1: The system checks for duplicates

If duplicate TDN/IPACs are found, the user will be notified with a message followed by a list of the batches containing the duplicate TDN/IPAC. The list will include the collection batch name, batch total, batch status, and TDN/IPAC. This list is informational only. The user will not be given the opportunity to correct the TDN/IPAC during collections entry. The TDN/IPAC can be corrected using the ETDN option in the AR Manager menu, but only if nothing has been posted from the batch.

```
ENTERING GINAS PVT OPV-04/28/2010-2TYPE: ALL TYPES     BATCH TOTAL: 0
You will now be prompted for the Treasury Deposit/IPAC and an amount.
The Treasury Deposit/IPAC will be used for all items in this batch.
The total of all the items entered must equal the amount entered here or
the batch will not finalize.


Enter TDN/IPAC: 123456

Checking for duplicate TDN/IPAC...

**Duplicate TDN/IPAC detected in the following batches**

1. MEDICARE OPV-04/22/2008-2    TTL: $      0.00  ST: OPEN    T/I: 123456
2. MEDICARE PART B-04/23/2008-1 TTL: $      0.00  ST: OPEN    T/I: 123456
3. GINAS MEDICAID-04/29/2008-1  TTL: $      0.00  ST: OPEN    T/I: 123456
```

```
4. MEDICARE IP-05/16/2008-1     TTL: $      0.00  ST: OPEN    T/I: 123456
5. MEDICAID OPV-06/02/2008-1    TTL: $      0.00  ST: OPEN    T/I: 123456


Enter TDN/IPAC/Deposit Date: T-2  (APR 26, 2010)
Enter TDN/IPAC Dollar Amount for this Batch:
```

Figure 2-2: Duplicate TDN/IPACs

2.2 Format Changes Made to Collection Reports (AR–COL–FL, RFL)

A couple of changes were made to the Collection Reports to make them easier to read. A line was inserted in the report to separate each batch item from the next one. If there are comments on an item, they are now displayed on the same line as the "Comments:" label, rather than being displayed underneath the "Comments:" label.

```
DATE:          COLLECTIONS REPORT -- FINAL                          PAGE  1
04/29/10       INDIAN HEALTH HOSPITAL

               BATCH:  MEDICARE IP-04/29/2010-3
          TDN/IPAC #:  IHS0002563
CHK/IPAC DEPOSIT DATE:  APR 28,2010
               TOTAL:   10,000.00


ITEM  RECEIVED    CHECK #       A/R ACCOUNT      DISTRIBUTION     AMOUNT
================================================================================


          EOB CHECK
1   04/29/10  EFT0025663          MEDICARE                         2500.00
                                  INDIAN HEALTH H      2500.00
    Comments:      RECEIVED CHECK FOR SANTA FE IN ERROR. FORWARDED
                   DOCUMENTATION TO FINANCE. 4/29/10 GCS

2   04/29/10  EFT0002541          MEDICARE                         2500.00
                                  INDIAN HEALTH H      2500.00

3   04/29/10  EFT336985           MEDICARE                         1200.00
                                  INDIAN HEALTH H      1200.00
    Comments:      BULK PAYMENT FOR MEDICARE APPEAL. COPIES TO DARLENE FOR
                   HER RECORDS. 4/29/10 GCS

4   04/29/10  EFT0036552          MEDICARE                         3800.00
                                  INDIAN HEALTH H      3800.00


                                                            -------------
SUBTOTAL                                                       10000.00
                                                            -------------
TOTAL                                                          10000.00
```

Figure 2-3: The Collection report

2.3 Error Code Descriptions Added to Not Sent Report (AR–CSH–SUP–RPT–NS)

The descriptions for any errors appearing on the Not Sent report have been added underneath the summary of errors display. The label "Error #" was also added to the summary for clarification.

```
Count of entries in Not Sent bucket:
     Error #21 had 2 entries for 140.00
     Error #22 had 1 entries for -573.30

21 - TPB BILL HAS NOT BEEN APPROVED
22 - TPB BILL HAS NOT BEEN SENT TO UFMS
```

Figure 2-4: Error code descriptions

2.4 Option Added for Viewing A/R Transaction File (AR–CSH–IQTX)

An option was added to the Cashiering Menu to allow the user to view a transaction in the A/R Transaction file. For every transaction that is posted, an entry is made in the A/R Transaction file. The information stored in the A/R Transaction file includes, but is not limited to: the A/R bill number, credit/debit amounts, collection batch/item, cashier session number, and Unified Financial Management System (UFMS) file transmission information. This information may be used to aid in UFMS error research and/or UFMS reconciliation.

At the "Select A/R TRANSACTIONS/IHS DATE/TIME:" prompt, enter the internal entry number (IEN) of the transaction to be viewed. If the IEN is unavailable, enter the date that the transaction was posted to select from a list of available transactions.

```
Select A/R TRANSACTIONS/IHS DATE/TIME: 3100429.165743

A/R TRANSACTIONS/IHS LIST        APR 29,2010  17:17    PAGE 1
------------------------------------------------------------

IEN: 3100429.165743                  DATE/TIME: APR 29, 2010@16:57:43
  CREDIT: 5                          DEBIT: 0
  BILL (A/R): 31444A-IH-885447       PATIENT (A/R): ROADS,DUSTY
  A/R ACCOUNT: MEDICARE              PARENT LOCATION: INDIAN HOSPITAL
  A/R SECTION: BUSINESS OFFICE       VISIT LOCATION: INDIAN HOSPITAL
  DATE: APR 29, 2010                 ENTRY BY: SISNEROS,GINA
  COLLECTION BATCH: MEDICARE IP-04/29/2010-3
  COLLECTION ITEM: 1                 BILL TYPE: PRIMARY
  TRANSACTION TYPE: PAYMENT
  UFMS EXPORT FILE: IHS_AR_RPMS_RCV_835_232101_20100429_165816_1.08.18.DAT
  SESSION ID: 3100429.16572          UFMS FILE EXPORTED BY: SISNEROS,G
  UNIQUEID: 232012321018359
  CREDIT - DEBIT (c): 5              PAYMENT (c): 5
```

```
PAY-AMT (c): 5                              PAY+ADJ (c): 5
P.A.R (pay.adj.ref) (1/0) (c): 1
```

Figure 2-5: The A/R Transaction File

2.5   Data Elements Added to A/R BILL/IHS BILL NUMBER Display

Additional elements were added to the A/R BILL/IHS BILL NUMBER display when posting to point of sale (POS) claims in any of the A/R posting options. When a prescription number is entered, the following additional fields will be displayed: current bill status and patient name.

```
Select A/R BILL/IHS BILL NUMBER: 10038
    1   10038  31876A-IH-12770      OPEN     JONES,CHIPPER
    2   10038  31877A-IH-12770      OPEN     JONES,CHIPPER
CHOOSE 1-2:
```

Figure 2-6: Current bill status and patient name are displayed

3.0   Contact Information

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

Phone: (505) 248-4371 or (888) 830-7280

Fax: (505) 248-4363

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

Email: support@ihs.gov