

Beneficiary Travel

Technical Manual

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Beneficiary Travel Patch DGBT\*1\*41

Department of Veterans Affairs

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Product Development

Revision History

|  |  |  |  |
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* EAS BT CLAIMS PROCESSING Bulletin
* BT CLAIMS PROCESSING Mail Group
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| Patch 21 removed Distance Enter/Edit menu option from the Beneficiary Travel Menu.* Removed Distance Enter/Edit menu option from the Dashboard Configuration section.
* Removed Distance Enter/Edit menu option from the Menu Options section.
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* Updated revision history
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* Changed month and year on cover page
* Changed DGBTEDIT DENIAL LTRS to DGBT EDIT DENIAL LTRS in page 9.
* Corrected font size and formatting on section **DEDUCTIBLE PAID**, “INPUT PARAMETER” in page 20.
* Removed comments and changed the word Templates to Template in page 20.

In the list of FileMan Access codes, * file 392.6’s name should be BENEFICIARY TRAVEL DENIAL LETTERS (rather than BT Denial Letters).
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* file 392.9’s name should be BT PATIENT ALTERNATE INCOME (rather than BT Patient Alternate In).
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| BT Enhancement Changes: Patch DGBT\_1\*20. * Add list of enhancements
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* Various structural changes including moving XINDEX and List File Attributes material to the Routines section and the Routines section entirely
* Updated MAS Parameters List
* Updated Security Key List
* Updated Glossary
* Removed Appendix A, VADPT Variables and inserted reference to separate VADPT documentation
 | Page 1Page 10Pages 10-11Page 13Page 13Page 23Page 25 | August 2012 | redacted |
| Patch DGBT\_1\*19 |  | July 2012 | redacted |
| * Added a statement about BT Dashboard to the Introduction
 | Page 1 |  |  |
| * Added statement about BT Dashboard to Namespace and Conventions
 | Page 3 |  |  |
| * Added BT Dashboard to Parameter Rates Enter/Edit
 | Page 4 |  |  |
| * Added section: BT Dashboard Configuration
* Added information about zeroing out Default Mileage
 | Page iii |  |  |
| * Added two BT Dashboard file numbers to File List
 | Page 11 |  |  |
| * Added RPC Broker to External/Internal Relations
 | Page 16 |  |  |
| * Added two BT Dashboard file numbers to FileMan Access Codes
 | Page 18 |  |  |
| * Updated Glossary
 | Page 21 |  |  |
| * Added section: Appendix B Beneficiary Travel Dashboard
 | Page 23 |  |  |
| Patch 14, 15 (ability to change rates removed)  | Page [7](#DGBT15) | February 2008 | redacted |
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# Introduction

The Beneficiary Travel options provide the ability to perform the functions involved in issuing beneficiary travel pay. Travel reimbursement is provided to specified categories of eligible veterans. Issuance of travel pay to the veterans in some of these categories is subject to a deductible per visit and per month. The deduction requirement may be waived for any veteran who meets specific criteria subject to the approval of the local medical center director or designee. Some of the categories have income limitations. An income certification form is completed and signed yearly by the veteran. Cash reimbursement is paid on VAF 70-3542d, Voucher for Cash Reimbursement of Beneficiary Travel Expenses.

Non-employee attendants who are eligible for travel reimbursement will be issued travel pay under the veteran's name in the computer.

Payment for travel by special mode (ambulance, hired car, handicapped van, etc.) may be authorized if medically necessary and approved BEFORE travel begins. Exception to this would be in cases of medical emergency where delay would be hazardous to life or health.

For claims with an account type of ALL OTHER, the system will compute the amount payable from factors such as account type, parameter set up of deductible amount per visit and per month, one-way or round-trip mileage, and applied costs. The amount payable for claims with an account type of C&P will also be computed by the system.

The Beneficiary Travel Dashboard (BT Dashboard) web application was released in 2012 as an accessory to the existing VistA Beneficiary Travel application. Travel clerks use BT Dashboard concurrently with the VistA BT claims functionality, usually on side-by-side screens, to calculate mileage with Bing™ Maps.

The Beneficiary Travel Enhancement Project (BT Enhancement) added several new features:

* Special Mode Trip Tracking
* Support for Common Carrier as a means of transportation
* Alternate POW and Hardship processing
* Manual waiver processing
* Automatic eligibility determination
* Automatic generation of denial of benefits letters
* The ability to edit the denial letter template (requires the user to have the new DGBT EDIT DENIAL LTRS security key)
* Improved trip tracking
* Automatic deductible zeroing for qualified veterans
* Sharing of claim data from other sites
* Enhanced reporting, including on-demand and queued reports

# Orientation

This is the technical manual for the Beneficiary Travel software package. It is designed to provide necessary information for use in the technical operation of the Beneficiary Travel software product. The technical manual is intended for use by technical computer personnel and not the typical end user.

# General Information

## Namespace and Conventions

The namespace assigned to Beneficiary Travel is DGBT. Beneficiary Travel Dashboard includes web components as well as operating system configuration.

The namespace for the Beneficiary Travel Dashboard package, classes, and Cache Server Pages (CSP) files is DGBT.

## Integrity Checker

Beneficiary Travel uses KIDS integrity checker. Under the installation option of the Kernel Installation Distribution System menu, select Verify Checksums in Transport Global to ensure that the routines are correct.

## SACC Exemptions/Non-Standard Code

There are no SACC exemptions/non-standard code in the Beneficiary Travel package.

# Implementation and Maintenance

The Beneficiary Travel package may be tailored specifically to meet the needs of the various sites.

## Bene Travel Account File Setup

**As of patch DGBT\*1.0\*20 the following rules must be followed for entries in Beneficiary Travel Account file 392.3:**

A. Sites must deactivate all accounts for mileage claims that are not of Type 4 (ALL OTHER) or Type 5 (C&P). Or, if the site wishes to keep any of the accounts with types other than 4 or 5 active, they can change that account type to 4 or 5. A site can have more than one account of type 4 or type 5, but the default will be the first active account type of 4 (ALL OTHER).

B. A site can have only one active special mode account type (Type 3). It must contain the exact text “SPECIAL MODE – NON-EMERGEN” in the text of the .01 ACCOUNT field. A 3-digit account code can precede or follow the required text. All other Type 3 entries must be deactivated.

## BT Certifying Official

This is the name of the official which will appear on all VA Forms 70-3542d, Cash Reimbursement of Beneficiary Travel Expenses. If this field is left blank, the user's name will be printed followed by DESIGNEE OF CERTIFYING OFFICIAL.

## COREFLS active

This field determines if the Beneficiary Travel software uses vendors/carriers from the nationally held database of venders (COREFLS). In order for this field to be turned on, the CoreFLS package (CSL) must be installed in your system. By default this is set to NO and no editing is allowed, the software uses the vendor/carriers from the VENDOR file (#440).

## BT Other Expenses Asked

This field is used to determine if the MEALS & LODGING and FERRY, BRIDGES, ETC. prompts will be asked in the Beneficiary Travel Claim Enter/Edit option. YES or NO.

Example

BT CERTIFYING OFFICIAL: **BTOFFICIAL,ONE** MAS

COREFLS ACTIVE: NO// (No Editing)

BT OTHER EXPENSES ASKED: **YES**

**NOTE:** Some sites use the value in the FISCAL SYMBOLS field of the rates record for printing on the forms or reports. If your site requires this information, use the following FileMan instructions to update this field in the current rates record. Under direction of the Chief Business Office, do not change any of the other rate record fields.

## VA FileMan 22.0

Select OPTION: 1 ENTER OR EDIT FILE ENTRIES

INPUT TO WHAT FILE: PATIENT TEAM ASSIGNMENT// 43.1 MAS EVENT RATES

 (8 entries)

EDIT WHICH FIELD: ALL// FISCAL SYMBOLS

THEN EDIT FIELD:

Select MAS EVENT RATES DATE: 020108 FEB 01, 2008

FISCAL SYMBOLS: <enter symbol for your site here>

# Routines

## Routines to Map

There are no Beneficiary Travel routines recommended for mapping.

## Called Routines

VADATE Generic Date Routine

VADPT Obtain Patient Information

VAUTOMA Generic One, Many, All Routine

VALM1 Returns the current date and time

Please refer to VADPT documentation for further information.

### VAUTOMA

VAUTOMA is a routine which will do a one/many/all prompt - returning the chosen values in a subscripted variable specified by the calling programmer.

Input variables:

VAUTSTR string which describes what is to be entered.

VAUTNI defines if array is sorted alphabetically or numerically.

VAUTVB name of the subscripted variable to be returned.

VAUTNALL define this variable if you do not want the user to be given the ALL option.

Other variables as required by a call to ^DIC (see VA FileMan Programmers Manual).

Output variables:

As defined in VAUTVB

### VADATE

When VADATE is called it creates an array containing the current date in internal (FileMan) format and external VA-approved format.

### VALM1

VALM1 is called at the NOW^VALM1 which returns the current date and time in external VA-approved format.

## Remote Procedure Calls (RPCs)

The following RPCs are called by Beneficiary Travel Dashboard:

* VST1^ORWCV – gets list of visits/appointments when the travel clerk selects a new patient
* CONTEXT^TIUSRVLO – gets list of TIU notes when the travel clerk selects a new patient
* LIST^ORQQCN – gets list of consults when the travel clerk selects a new patient
* AGET^ORWORR – gets list of orders when travel clerk selects a new patient

The following RPC is called by the Beneficiary Travel Package to retrieve the number of claims and amount of deductible paid by a patient during the current month:

**RPC name in Remote Procedure file: DGBT CLAIM DEDUCTIBLE PAID**

INPUT PARAMETER: PATIENT ICN

DESCRIPTION: PATIENTS ICN NUMBER FROM ^DPT(DFN).

INPUT PARAMETER: CLAIM DATE

DESCRIPTION: BENEFICIARY TRAVEL CLAIM DATE (NOT THE CURRENT DATE)

INPUT PARAMETER: DGBTRET

DESCRIPTION: The variable the return information will be returned in.

This invokes RPC^DGBTRDV to get any claim information, for the current patient at all sites visited during the current month.

The RPC retrieves a list treating facilities from file 391.91 and checks if the treatment date occurred during the current month. If the treatment date is within the current month then the RPC retrieves the number of trips, both one way and round trip, the amount of any deductible paid and/or whether the patient has a manual waiver at that site.

The following RPC Broker API is called at the remote facility to invoke the above BT RPC:

RPC Name in Remote Procedure file: XWB REMOTE RPC

D EN1^XWB2HL7(.DGBTRET,DGBTIEN,DGBTRPC,"",DGBTICN,DGBTDTI)

Variables passed in:

 DGBTRET – Array name the remote site information is returned in.

 DGBTIEN - The patients internal entry number from the ^DPT – the patient file.

 DGBTRPC - The name of the RPC to use at the remote site.

 DGBTICN - The patients ICN (Integration Control Number)

 DGBTDTI - The claim date at the site making the request.

## Routine List

The following are the steps you may take to obtain a listing of the routines contained in the Beneficiary Travel package.

1. Programmer Options Menu
2. Routine Tools Menu
3. First Line Routine Print Option
4. Routine Selector: DGBT\*

# XINDEX

This option analyzes the structure of a routine(s) to determine in part if the routine(s) adheres to **V***ist***A** Programming Standards. The XINDEX output may include the following components: compiled list of errors and warnings, routine listing, local variables, global variables, naked globals, label references, and external references. By running XINDEX for a specified set of routines, the user is afforded the opportunity to discover any deviations from **V***ist***A** Programming Standards which exist in the selected routine(s) and to see how routines interact with one another, that is, which routines call or are called by other routines.

To run XINDEX for the Beneficiary Travel package, specify the following namespaces at the "routine(s)?>" prompt: DGBT\*.

Beneficiary Travel initialization routines which reside in the UCI in which XINDEX is being run, compiled template routines, and local routines found within the Beneficiary Travel namespace can be omitted at the "routine(s) ?>" prompt. To omit routines from selection, preface the namespace with a minus sign (-).

# List File Attributes

This FileMan option allows the user to generate documentation pertaining to files and file structure. Utilization of this option via the "Standard" format will yield the following data dictionary information for a specified file(s): file name and description, identifiers, cross-references, files pointed to by the file specified, files which point to the file specified, input templates, print templates, and sort templates. In addition, the following applicable data is supplied for each field in the file: field name, number, title, global location, description, help prompt, cross-reference(s), input transform, date last edited, and notes.

Using the "Global Map" format of this option generates an output which lists all cross-references for the file selected, global location of each field in the file, input templates, print templates, and sort templates.

FileMan also provides additional display options, including custom tailored output that can be specified by the user.

# Files

## Globals and Files

The main global used in the Beneficiary Travel package is ^DGBT. Journaling of the ^DGBT global is mandatory.

The MAS EVENT RATE file and MAS PARAMETERS file belong to the Registration package and contain fields granting ownership to the Beneficiary Travel package.

## File List

The following MAS Parameters file affects how Beneficiary Travel performs. For detailed information on each parameter, see the Beneficiary Travel User Guide.

FILE FILE

NUMBER NAME GLOBAL

**43 MAS PARAMETERS ^DG(43,**

 **Field Field #**

 BT CERTIFYING OFFICIAL (#720)

 BT OTHER EXPENSES ASKED (#721)

 USE TEMPORARY ADDRESS (#722)

**43.1 MAS EVENT RATES ^DG(43.1,**

 **Field Field #**

 DEDUCTIBLE/VISIT (#30.01)

 DEDUCTIBLE/MONTH (#30.02)

 MILEAGE RATE (#30.03)

 FISCAL SYMBOLS (#30.04)

 C&P REVIEW VISIT MILEAGE RATE (#30.05)

## Security Key List

**DGBT EDIT DENIAL LTRS**

 DESCRIPTIVE NAME: NEEDED TO EDIT DENIAL LETTERS

 PERSON LOOKUP: LOOKUP

 DESCRIPTION: The Holder of this key will be allowed to edit the denial letter

 templates.

**DGBT LOCAL VENDOR**

 DESCRIPTION: This key allows users to add a CoreFLS vendor from the

 Nationally held database into the site's Local Vendor file (#392.31).

**DGBT SUPERVISOR**

 DESCRIPTION: This key is to be given to MAS Supervisors to restrict access

 to some of the Beneficiary Travel Options.

# Menu Options

The main menu for Beneficiary travel is:

Beneficiary Travel Menu [DGBT BENE TRAVEL MENU]

Options included on the menu are:

|  |  |  |
| --- | --- | --- |
| **Option Name Displayed** | **Option Name** | **Security Key** |
| Report of Claim Amounts | DGBT BENE TRAVEL REPORT |  |
| View of Claim | DGBT BENE TRAVEL VIEW |  |
| Beneficiary Travel Reports | DGBT TRAVEL REPORTS Menu |  |
|  Summary Report | DGBT SUMMARY REPORT |  |
|  Audit Report | DGBT AUDIT REPORT |  |
|  Clerk Report | DGBT CLERK REPORT |  |
|  Travel Pattern Report | DGBT TRAVEL PATTERN REPORT |  |
|  Special Mode Report | DGBT SPECIAL MODE REPORT |  |
|  Fiscal Report | DGBT FISCAL REPORT |  |

# Generate Online Documentation

The following are the steps you may take to obtain information about menus, exported protocols, exported options, and exported list templates concerning the Beneficiary Travel package.

## Menu Diagrams

1. Programmers Options
2. Menu Management
3. Display Menus and Options Menu
4. Diagram Menus
5. Select User or Option Name: O.DGBT BENE TRAVEL MENU

## Exported Protocols

1. VA FileMan Menu
2. Print File Entries Option
3. Output from what File: PROTOCOL
4. Sort by: Name
5. Start with name: DGBT to DGBTZ
6. Within name, sort by: <RET>
7. First print field: Name

## Exported Options

1. VA FileMan Menu
2. Print File Entries Option
3. Output from what File: OPTION
4. Sort by: Name
5. Start with name: DGBT to DGBTZ
6. Within name, sort by: <RET>
7. First print field: Name

## Exported List Templates

1. VA FileMan Menu
2. Print File Entries Option
3. Output from what File: LIST TEMPLATE
4. Sort by: Name
5. Start with name: DGBT to DGBTZ
6. Within name, sort by: <RET>
7. First print field: Name

# Archiving and Purging

There are no archiving and purging capabilities connected to the Beneficiary Travel package.

# External/Internal Relations

Minimums of VA FileMan V. 22.0, Kernel V. 8.0, Remote Procedure Call (RPC) Broker V.1.1, and PIMS V. 5.3 are required to run this package.

DBIA Agreements

The following are the steps you may take to obtain the database integration agreements for the Beneficiary Travel package.

DBIA Agreements - Custodial Package

1. FORUM
2. DBA Menu
3. Integration Agreements Menu
4. Custodial Package Menu
5. Active by Custodial Package Option
6. Select Package Name: Beneficiary Travel

DBIA Agreements - Subscriber Package

1. FORUM
2. DBA Menu
3. Integration Agreements Menu
4. Subscriber Package Menu
5. Print Active by Subscriber Package Option
6. Start with subscriber package: Beneficiary Travel

# Package-Wide Variables

There are no package-wide variables associated with the Beneficiary Travel package.

# Security

## Security Keys

The following are the steps you may take to obtain information about the security keys contained in the Beneficiary Travel package.

1. VA FileMan Menu
2. Print File Entries Option
3. Output from what File: SECURITY KEY
4. Sort by: Name
5. Start with name: DGBT to DGBTZ
6. Within name, sort by: <RET>
7. First print field: Name
8. Then print field: Description

## FileMan Access Codes

Below is a list of recommended FileMan Access Codes associated with each file contained in the Beneficiary Travel package. This list may be used to assist in assigning users appropriate FileMan Access Codes.

FILE FILE DD RD WR DEL LAYGO

NUMBER NAME ACCESS ACCESS ACCESS ACCESS ACCESS

43\*\* MAS PARAMETERS @ d D @ @

43.1\*\* MAS EVENT RATES @ d D D D

392 BENEFICIARY TRAVEL CLAIM @ d @ @ @

392.1 BENEFICIARY TRAVEL @ d D D D

 DISTANCE

392.2 BENEFICIARY TRAVEL @ d D D D

 CERTIFICATION

392.3 BENEFICIARY TRAVEL @ d @ @ @

 ACCOUNT

392.4 BENEFICIARY TRAVEL MODE @ d D @ D

 OF TRANSPORTATION

392.5 BENEFICIARY TRAVEL @ d D @ D
 DASHBOARD CONFIG

392.51 BENEFICIARY TRAVEL @ d @ @ @
 DASHBOARD AUDIT

392.15 BT REMOTE CLAIM CHECK @ d D @ D

392.31 LOCAL VENDOR @ d D @ D

392.41 BT CLAIM ELIGIBILITY CODE @ d D @ D

392.42 BT SPECIAL MODE OF @ d D @ D

 TRANSPORTATION

392.6 BENEFICIARY TRAVEL DENIAL @ d D @ D

 LETTERS

392.7 BENEFICIARY TRAVEL MANUAL @ d D @ D

 DEDUCTIBLE WAIVER

392.8 BENEFICIARY TRAVEL DENIAL @ d D @ D

 REASONS

392.9 BT PATIENT ALTERNATE INCOME @ d D @ D

\*\* Files owned by the Registration package contain fields belonging to the Beneficiary Travel package.

# EAS\*1\*113 - BT BULLETIN

With the installation of EAS\*1\*113; a BT CLAIMS PROCESSING Mail group will be automatically created in VistA to receive a new BT Bulletin named EAS BT CLAIMS PROCESSING. Users who validate BT eligibility based on income or process BT claims should be added to the mail group.

When an IVM converted/reversal income test is received from ES, a check will be done to see if the BT Financial Indicator is different than the BT Financial Indicator on file (e.g. the new Financial Indicator is 1 (YES) and the BT Financial Indicator on File is 0 (No),or the new status is 0 (NO) and the BT Financial Indicator on File is 1 (Yes) or a null). If the BT Financial Indicator has changed, a bulletin will be sent to the BT CLAIMS PROCESSING Mail group.

The ES HL7 ORU-Z06 message sends the BT Financial Indicator (BTFI) to VistA in the ZMT-31 segment-sequence. The BTFI will be stored to the BT FINANCIAL INDICATOR (#4) field of the ANNUAL MEANS TEST (#408.31) file.

The BT Financial Indicator may be viewed on the Means Test or RX Copay Test summary screen using the View a Past Means Test [DG MEANS TEST VIEW TEST] or View a Past Copay Test [DG CO-PAY TEST VIEW TEST] options respectively.

## EAS BT CLAIMS PROCESSING Bulletin

The EAS BT CLAIMS PROCESSING bulletin was created with the release of EAS\*1\*113.

NAME: EAS BT CLAIMS PROCESSING

 SUBJECT: IVM - Beneficiary Travel Financial Indicator UPLOAD FOR |10|

 RETENTION DAYS: 7 PRIORITY?: NO

 MESSAGE:

 An Income Verification Match verified Beneficiary Travel Information has been uploaded for the following patient.

 Patient Name: |1|

 Last 4 of SSN: |2|

 ICN: |3|

 DFN: |4|

 STATION NUMBER: |5|

 Prev Category: |6|

 New Category: |7|

 Date of Test: |8|

 Income Year of Conversion: |9|

MAIL GROUP: BT CLAIMS PROCESSING

 DESCRIPTION: The VistA System will trigger a BT Bulletin so that the

 appropriate VistA staff will be notified of a change in the BT Financial

 Indicator. A bulletin will be triggered in VistA and sent to the BT Claims

 Processing mail group when there is a change to the BT Financial Indicator

 received from the Enrollment System.

PARAMETER: 1

PARAMETER: 2

PARAMETER: 3

PARAMETER: 4

PARAMETER: 5

PARAMETER: 6

## BT CLAIMS PROCESSING Mail Group

The BT CLAIMS PROCESSING mail group was created with the release of EAS\*1\*113. Users who validate BT eligibility based on income or process BT claims should be added to the mail group.

# Glossary

|  |  |
| --- | --- |
| Term | Definition |
| A&A | Aid and Attendance |
| Beneficiary | The party to whom the mileage reimbursement is owed. In most cases, the beneficiary is the same as the patient. There are some exceptions. For instance, when the patient is under anesthesia and the caretaker presents the appointment documentation to the Travel Office. |
| Bing™ Maps API | Microsoft 3rd party application used with BT Dashboard. Bing Maps provides directions, mileage, and a visual map for the travel office personnel to use when determining the correct mileage between the beneficiary’s home and the treating VHA facility Also provides the Application Programming Interface (API) |
| BT | Beneficiary Travel |
| BTD | Beneficiary Travel Dashboard |
| CBO | Chief Business Office |
| Class 1 | Software produced and supported inside of the Product Development (PD) organization |
| Class 3 | Also known as Field Developed Software Refers to all VHA software produced and supported outside of the Product Development (PD) organization |
| C&P | Compensation & Pension |
| Consults | Consultations are used by care providers (doctors, nurses, pharmacists, and therapists, as well as their Clerical Staff) to make or service requests for consults on patientsExamples of Consults are: Radiology exams, appointment with a Social Worker, a request for a vision exam, etc.  |
| CSP | Cache Server Pages |
| Gateway | Gateway is a computer system that transfers data between normally incompatible applications or networks or which allows users of one system or network to gain access to another network or systemAlso, provides protocol translations as needed |
| CSP Gateway | Caché Server Pages (CSP) technology allows you to build and deploy Web applications. CSP lets you dynamically generate Web pages, typically using data from a Caché database. These pages are dynamic; that is, the same page may deliver different content each time it is requested |
| GUI | Graphical User Interface |
| InterSystems | The 3rd party vendor that provides a product known as InterSystems Cache  |
| KIDS | Kernel Installation and Distribution System |
| MAS | Medical Administration Service |
| MT | Means Test |
| OIG | Office of Inspector General |
| PIMS | Patient Information Management System |
| REST-API | The Bing™ Maps REST Services Application Programming Interface is a Representational State Transfer (REST) API used to find an address, retrieve a map with a pushpin, and a label, or get driving directions. Users do these tasks by constructing a URL. |
| Rx | Prescription |
| SACC | Standards and Conventions Committee |
| SC% | Service Connected disability % determines the amount of VA benefits for which a veteran qualifies based on a service-connected injury(ies) or illness(es). |
| Section 508 | A Public Law that agencies must provide employees and members of the public who have disabilities access to electronic and information technology that is comparable to the access available to employees and members of the public who are not individuals with disabilities. |
| SSN | Social Security Number |
| VA | Veterans Affairs |
| VACO | Veterans Affairs Central Office |
| VHA | Veterans Health Administration |
| VistA | Veterans Health Information Systems Technology Architecture |
| VMS | Virtual Memory System |

# Appendix ABeneficiary Travel Dashboard

## Introduction

The Indianapolis VAMC developed the Class 3 web-based Beneficiary Travel (BT) Dashboard to assist users in making faster, more accurate decisions on mileage reimbursement for travel claims. The VHA Chief Business Office requested the BT Dashboard package be implemented as part of the Cost Efficiency Initiative, which is one of the VA Secretary’s 16 Major Transformation Initiatives (T-16). BT Dashboard functions as an accessory to the VistA Beneficiary Travel claims functionality. No data is entered or stored in this application.

The BT Dashboard is a web-based application designed to be used along with the existing VistA Beneficiary Travel claim features in concurrent sessions. For most effective use, travel clerks will have side-by-side monitors running a VistA Beneficiary Travel session on one screen and a BT Dashboard session on the other screen. BT Dashboard calculates the driving mileage from the patient’s address to a configured set of institutions. Using the Beneficiary Travel Claim menu, the application automatically synchronizes with travel claims as claims are created in VistA. BT Dashboard also displays patient appointments, notes, orders, consults, and past claims.

The locally-developed BT Dashboard package was accepted by OIT as a priority for conversion from Class 3 (local use) to Class 1 (VHA-wide use). In 2012, the BT Dashboard web application was installed and tested in production at thirteen VAMC facilities. This included individual VAMC web server installations, as well as several VAMCs in Region 1 where a single, centralized, web server was used. One server per region is the expected configuration to host the web side of BT Dashboard.

Summary of work steps using BT Dashboard and VistA Beneficiary Travel:

1. Travel clerk opens a VistA session using the Beneficiary Travel menu.
2. Travel clerk opens a BT Dashboard session.
3. Travel clerk enters a new travel claim into VistA through the Claim Enter/Edit option.
4. Travel clerk uses BT Dashboard to find and synchronize with the claim, extract the patient’s address from VistA, and calculate the distance between the patient’s home address and each VAMC and CBOC in the area using the Bing Maps API.
5. BT Dashboard display:
6. Patient name
7. Patient address
8. Service connection percentage
9. Scheduled appointments and status of each appointment, notes, orders, consults, and claims
10. Clinical inventory list of each facility within the area
11. Mileage to configured facilities

No data is entered through BT Dashboard. BT Dashboard only displays mileage and other information. The travel clerk enters the mileage generated by BT Dashboard at the appropriate prompt while entering a travel claim in VistA.

## Process Flowchart of Operations



Process Flowchart of Operations

## Web and Operating System Components

DGBT\*1.0\*19 must be installed on each facility’s VistA system as a prerequisite to using BT Dashboard. For more information, refer to the DGBT\*1\*19 Patch Description and the BT Dashboard Installation Guide.

### Access to the Web Application

The Beneficiary Travel Dashboard is a web-based application that runs in the browser. The URL for the application can be obtained from an OI&T System Administrator.

In order to log into the Beneficiary Travel Dashboard you need to have the DGBT BENE TRAVEL MENU allocated as a primary or secondary menu option. Users of the BT VistA package should already have this option allocated.

### Security for the Web Application

BT Dashboard is considered a minor application. BT Dashboard displays data that contains sensitive information, such as patient name, location of treatment, etc.

* Users must employ safeguards to ensure the security of the data contained within. Access is granted through a formal request process.
* Use your VistA Travel Claim package User ID and PIV card PIN for BT Dashboard.

BT Dashboard has undergone the development of an SRR (System Relevance Review) as part of the Certification Accreditation (C&A) process. This serves as the security baseline for specifications and design for BT Dashboard.

The CSP Gateway web server should be HTTPS enabled if possible. Obtain and install a security certification through the proper channels.

### .XML File

The .xml file containing the .csp and .cls source code can be obtained via FTP from **Anonymous** (see directions on patch DG\*1.0\*19). The .xml file has a timestamp in the file name indicating when the file was created

(e.g. BeneTravelDashboard\_20120417\_0834.xml for April 17, 2012 @ 8:34am).

The timestamp indicates the version of the file with the most recent version having the latest timestamp.