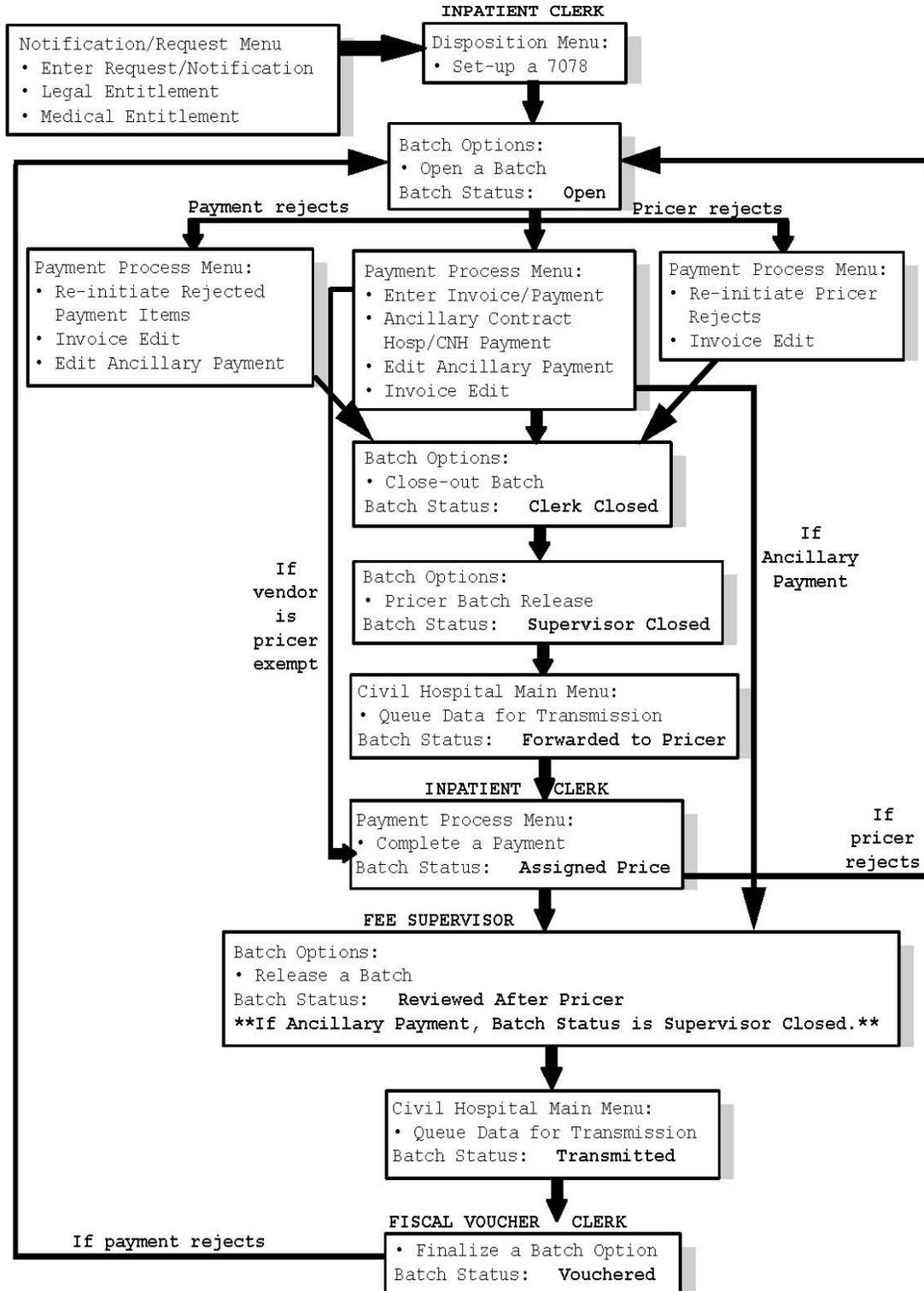


CIVIL HOSPITAL MAIN MENU



FLOW CHART



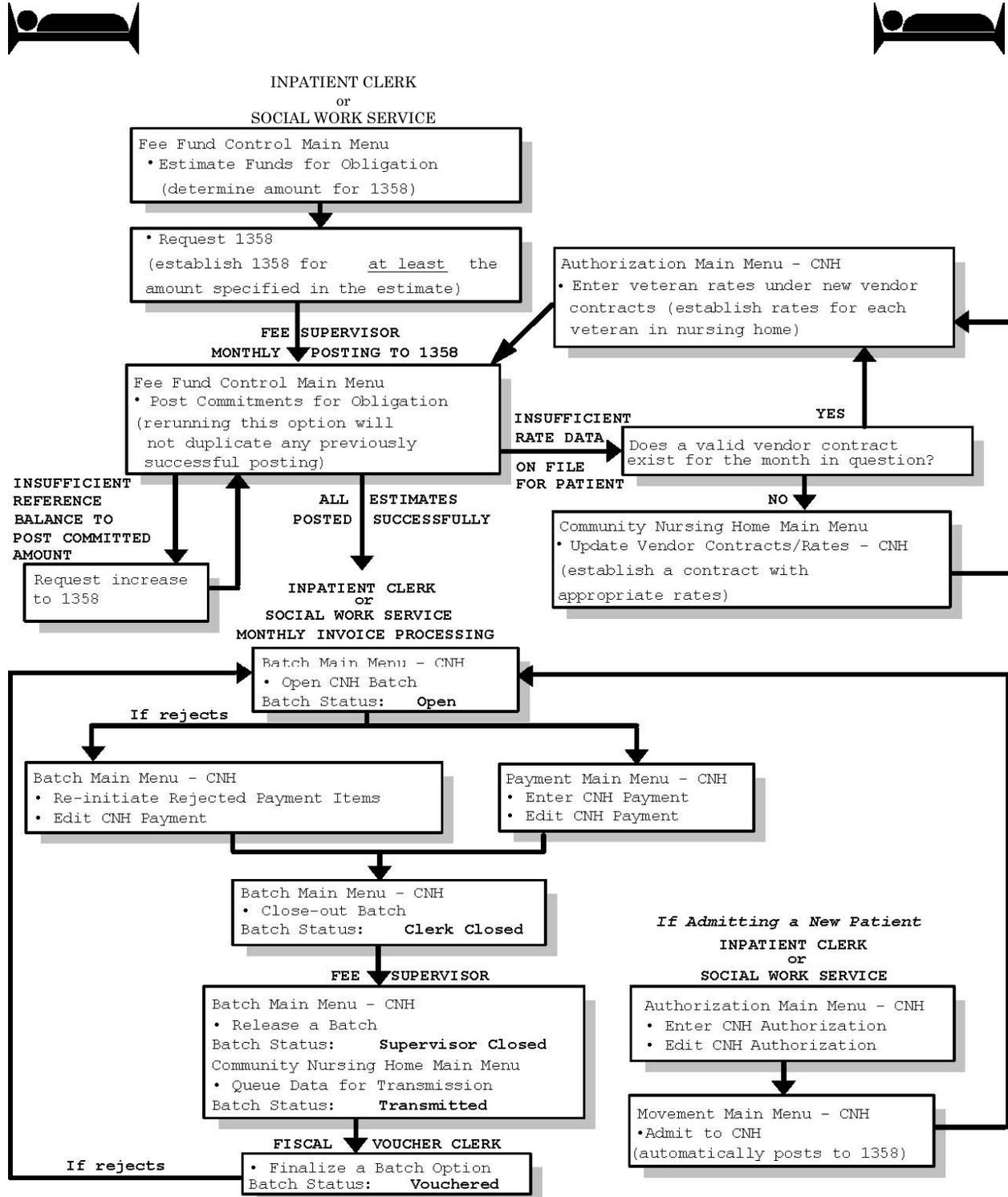
CIVIL HOSPITAL MAIN MENU



TABLE OF ACTION

DHCP USER	OPTION USED	RESULTING BATCH STATUS
Inpatient Clerk	Open a Batch	Open
Inpatient Clerk	Enter Invoice/Payment	Open
Inpatient Clerk	Close-out Batch	Clerk Closed
Inpatient Clerk	Pricer Batch Release	Supervisor Closed
Inpatient Supervisor	Queue Data for Transmission	Forwarded to Pricer
Inpatient Clerk	Complete a Payment	Assigned Price
Inpatient Supervisor	Release a Batch	Reviewed after Pricer
Inpatient Supervisor	Queue Data for Transmission	Transmitted
Fiscal Voucher Clerk	Finalize a Batch	Vouchered

COMMUNITY NURSING HOME MAIN MENU FLOW CHART



COMMUNITY NURSING HOME MAIN MENU



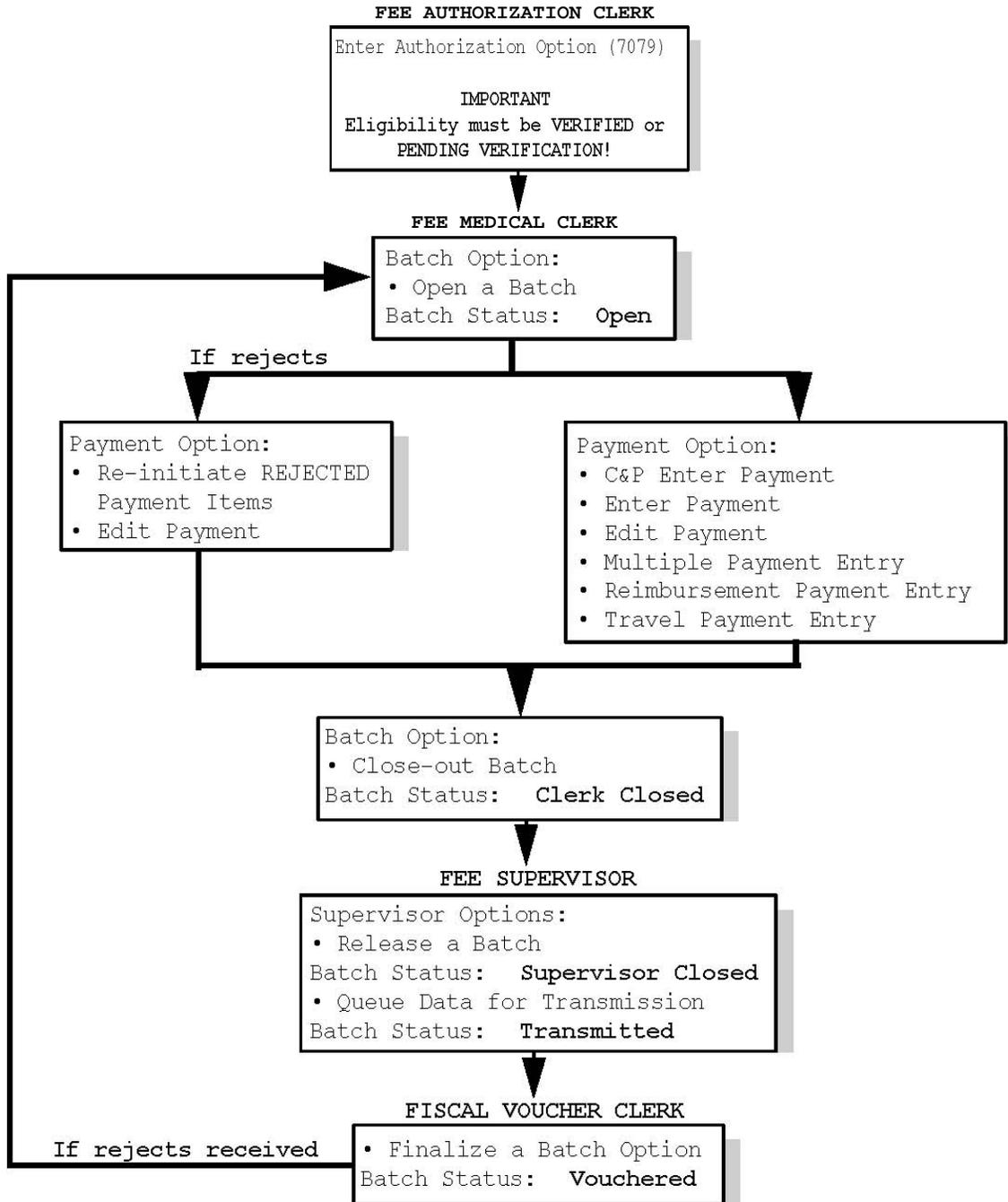
TABLE OF ACTION

DHCP USER	OPTION USED	RESULTING BATCH STATUS
Inpatient Clerk or Social Work Service	Enter CNH Authorization (7078)	N/A
Inpatient Clerk	Open CNH Batch	Open
Inpatient Clerk	Close-out Batch	Clerk Closed
Inpatient Supervisor	Release a Batch	Supervisor Closed
Inpatient Supervisor	Queue Data for Transmission	Transmitted
Fiscal Voucher Clerk	Finalize a Batch	Vouchered

MEDICAL FEE MAIN MENU



FLOW CHART



MEDICAL FEE MAIN MENU



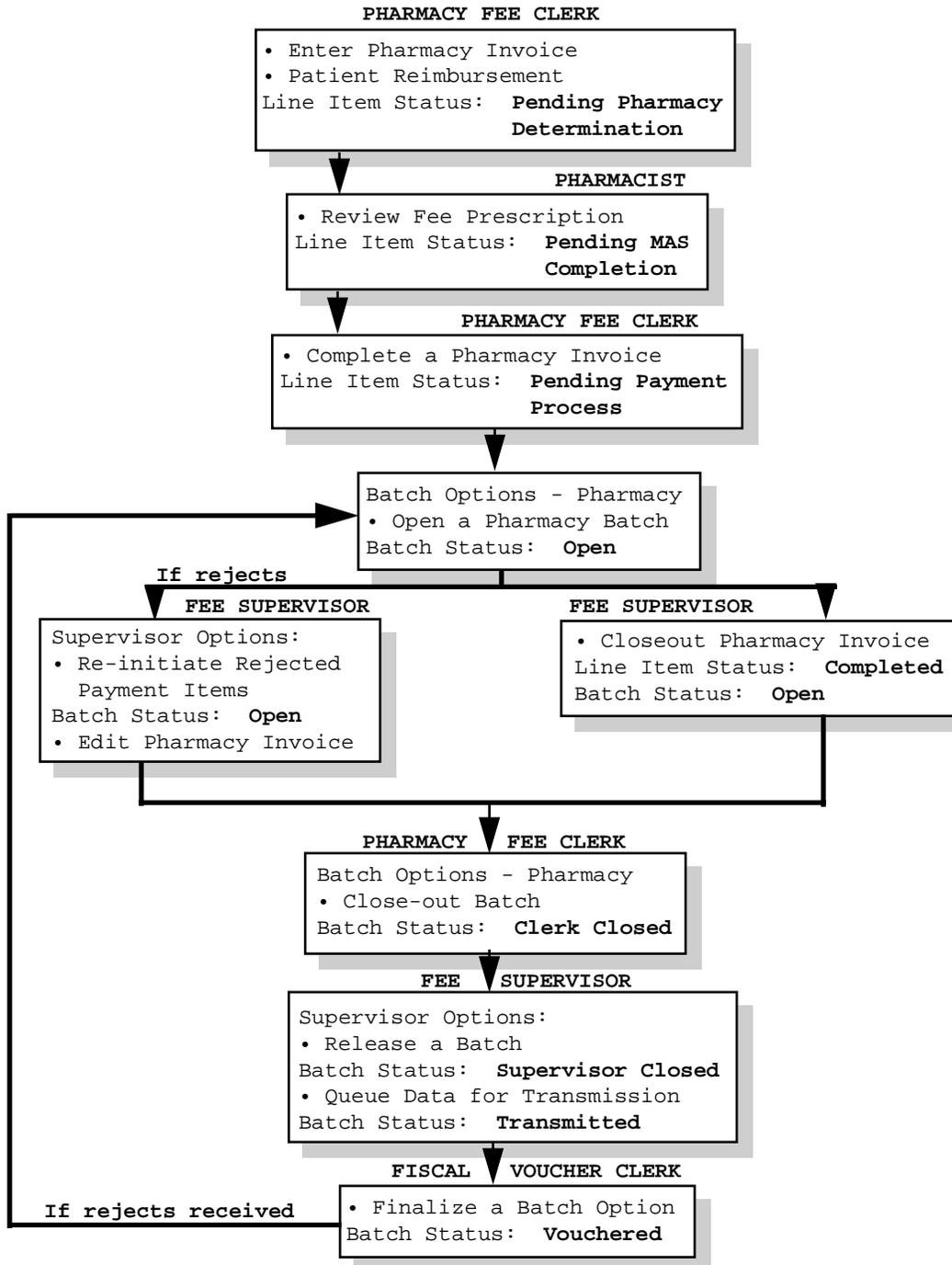
TABLE OF ACTION

DHCP USER	OPTION USED	RESULTING BATCH STATUS
Fee Medical Clerk	Open a Batch	Open
Fee Medical Clerk	Close a Batch	Clerk Closed
Fee Supervisor	Release a Batch	Supervisor Closed
Fee Supervisor	Queue Data for Transmission	Transmitted
Fiscal Voucher Clerk	Finalize a Batch	Vouchered

PHARMACY FEE MAIN MENU



FLOW CHART



PHARMACY FEE MAIN MENU



TABLE OF ACTION

DHCP USER	OPTION USED	RESULTING STATUS		
		¹ LINE ITEM	¹ INVOICE	BATCH
Pharmacy Fee Clerk	² Enter Pharmacy Invoice	Pending Pharmacy Determination	Pending Pharmacy Determination	N/A
Pharmacist	Review Fee Prescription	Pending MAS Completion	Pending MAS Completion	N/A
Pharmacy Fee Clerk	Complete Pharmacy Invoice	Pending Payment Process	Pending Payment Process	N/A
Pharmacy Fee Clerk	³ Closeout Pharmacy Invoice	Completed	Completed	Open
Pharmacy Fee Clerk	Close-out Batch	N/A	N/A	Clerk Closed
Fee Supervisor	Release a Batch	N/A	N/A	Supervisor Closed
Fee Supervisor	Queue Data for Transmission	N/A	N/A	Transmitted
Fiscal Voucher Clerk	Finalize a Batch	N/A	N/A	Vouchered

¹You should closely monitor both the Line Item Status and the Invoice Status while entering Pharmacy invoices, because an invoice can contain multiple line items. The Invoice Status should never be greater than the lowest Line item Status within that invoice. If there is only one line item on an invoice, the Line Item Status will equal the Invoice Status. The following is a numeric ranking of possible Line Item/Invoice Statuses:

1. Pending Pharmacy Determination
2. Pending MAS Completion
3. Pending Payment Process
4. Completed

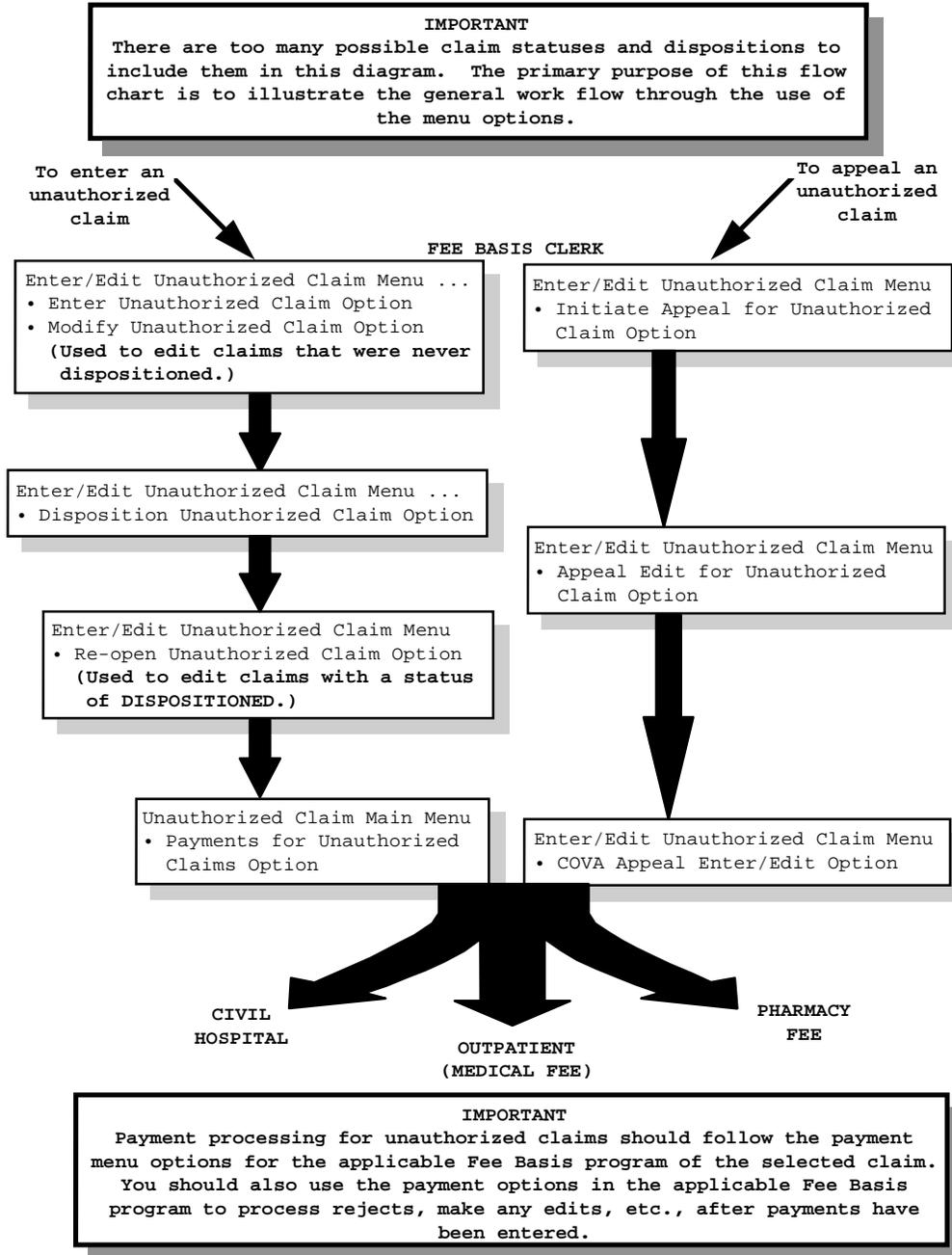
²We recommend that the clerk write the computer-generated invoice number on the Pharmacy invoice as it is being processed.

³The Pharmacy Fee Clerk can use this option to close an invoice only when the invoice and all of the line items within that invoice have reached the PENDING PAYMENT PROCESS status.

UNAUTHORIZED CLAIM MAIN MENU



FLOW CHART



UNAUTHORIZED CLAIM MAIN MENU



TABLE OF ACTION

DHCP USER	OPTION USED	RESULTING CLAIM STATUS
Fee Basis Clerk	Enter Unauthorized Claim	Complete/Pending Review
Fee Basis Clerk	Disposition Unauthorized Claim	Dispositioned (to APPROVED [AP] or APPROVED TO STABILIZATION [AS])
Fee Basis Clerk	Payments for Unauthorized Claims	Dispositioned