**FEE BASIS**

**INSTALLATION GUIDE**



**Patch FB\*3.5\*123**

**VA-DoD VistA Fee IPAC Interface Enhancement**

**November 2014**

Department of Veterans Affairs

Office of Information and Technology

Product Development

Revision History

Table i. Revision History

|  |  |  |
| --- | --- | --- |
| **Date** | **Description** | **Project Mgr/Technical Writer** |
| 5/2014 | Fee Basis FB\*3.5\*123 Installation Instructions.  This patch introduces functionality to VistA Fee Basis pertaining to the Intra-Governmental Payment and Collection (IPAC) System. Interfaces with Central Fee have also been updated. | REDACTED   * REDACTED |

Contents

[Revision History ii](#_Toc405819884)

[1 Introduction 1](#_Toc405819885)

[1.1 Software Overview 1](#_Toc405819886)

[1.2 Document Overview 1](#_Toc405819887)

[1.2.1 Additional Resources 1](#_Toc405819888)

[1.3 Test Site Acknowledgment 2](#_Toc405819889)

[2 Software Prerequisites 3](#_Toc405819890)

[2.1 Software Dependencies 3](#_Toc405819891)

[3 Patch Components 3](#_Toc405819892)

[3.1 Files and Fields 3](#_Toc405819893)

[3.2 Forms 4](#_Toc405819894)

[3.3 Mail Groups 4](#_Toc405819895)

[3.4 Options 4](#_Toc405819896)

[3.5 Protocols 5](#_Toc405819897)

[3.6 Security Keys 5](#_Toc405819898)

[3.7 Templates 5](#_Toc405819899)

[3.8 Bulletins 5](#_Toc405819900)

[3.9 Additional Information 5](#_Toc405819901)

[3.10 New Service Requests (NSRs) 6](#_Toc405819902)

[3.11 Patient Safety Issues (PSIs) 6](#_Toc405819903)

[3.12 Estimated Installation Time 6](#_Toc405819904)

[4 Pre/Post Installation Overview 7](#_Toc405819905)

[5 Installation Instructions 8](#_Toc405819906)

[6 Post-Installation Instructions 9](#_Toc405819907)

[7 Routine Information 10](#_Toc405819908)

[8 Back-out and Roll-back Procedures 12](#_Toc405819909)

[8.1 Back-out Procedure 12](#_Toc405819910)

[8.2 Roll-back Procedure 12](#_Toc405819911)

# Introduction

## Software Overview

The Intra-governmental Payment and Collection System (IPAC) patch (FB\*3.5\*123) provides a standardized inter-agency funds transfer mechanism for Veterans Health Administration (VHA). It facilitates the intra-governmental transfer of funds, with descriptive data, from the VHA to another federal agency. Processing payments through IPAC provides the Financial Management Service (FMS) with the ability to meet its statutory requirements for accounting and reporting.

## Document Overview

This document provides installation and setup steps for Fee Basis Patch FB\*3.5\*123. It is intended for M administrators at Veterans Affairs (VA) facilities, and it assumes familiarity with installing Kernel Installation and Distribution System (KIDS) file distributions on VistA/M servers

### Additional Resources

End-user Documentation:

* The complete Fee Basis 3.5 end-user documentation package for Patch FB\*3.5\*123 consists of:
* *Fee Basis User Manual v3.5*
* *Fee Basis Technical Manual/Security Guide v3.5*
* *Fee Basis Release Notes for Patch FB\*3.5\*123*
* *Fee Basis Installation Guide for Patch FB\*3.5\*123*

They are available from the Product Support anonymous directories and the VA Software Documentation Library (VDL) Web site (http://www.va.gov/vdl/application.asp?appid=40).

OIT Anonymous.Software Directories

Fee Basis v3.5 end-user documentation and software can be downloaded from any of the **anonymous.software** directories on the Office of Information Field Office (OIFO) File Transfer Protocol (FTP) download sites:

* Preferred Method REDACTED

This method transmits the files from the first available FTP server.

* Albany OIFO ftp://REDACTED/
* Hines OIFO ftp://ftp.REDACTED/
* Salt Lake City OIFO ftp://REDACTED/

All end-user documentation is made available online in Microsoft Word format and Adobe Acrobat Portable Document Format (PDF). The PDF documents *must* be read using the Adobe Acrobat Reader (i.e., ACROREAD.EXE), which is freely distributed by Adobe Systems Incorporated at the following Web address:

<http://www.adobe.com/>

|  |  |
| --- | --- |
|  | DISCLAIMER: The appearance of any external hyperlink references in this manual does not constitute endorsement by the Department of Veterans Affairs (VA) of this Web site or the information, products, or services contained therein. The VA does not exercise any editorial control over the information you may find at these locations. Such links are provided and are consistent with the stated purpose of this VA Intranet Service. |

## Test Site Acknowledgment

The VistA Fee and IFCAP Automation Enhancements project team would like to thank the following test sites for their assistance in testing Patch FB\*3.5\*123:

* REDACTED

# Software Prerequisites

Fee Basis Patch FB\*3.5\*123 is a Kernel Installation and Distribution System (KIDS) software release.

## **Software Dependencies**

The following patches *must* be installed prior to FB\*3.5\*123:

| **Software** | **Version** | **Required Patches** |
| --- | --- | --- |
| Fee Basis | 3.5 | FB\*3.5\*18 |
| Fee Basis | 3.5 | FB\*3.5\*91 |
| Fee Basis | 3.5 | FB\*3.5\*144 |
| Fee Basis | 3.5 | FB\*3.5\*143 |
| Fee Basis | 3.5 | FB\*3.5\*139 |
|  |  |  |

# Patch Components

## Files and Fields

File Name (#) New/Modified/

Sub-File Name (#) Field Name (#) Deleted

------------------- ------------------- -------------

FEE BASIS SITE Modified

PARAMETERS (#161.4) LAST IPAC NUMBER (#80) New

IPAC VENDOR AGREEMENT New

FILE (#161.95) ID (#.01) New

VENDOR (#1) New

FISCAL YEAR (#2) New

STATUS (#3) New

DESCRIPTION (#4) New

SHARING AGREEMENT NO. (#5) New

CUSTOMER ALS (#6) New

RECEIVER TAS (#7) New

SENDER TAS (#7.5) New

AGENCY FIELD STATION NUMBER (#8) New

OBLIGATING DOCUMENT NO. (#9) New

STATION CONTACT NAME (#10) New

STATION CONTACT PHONE (#11) New

STATION CONTACT EMAIL (#12) New

COMPLETE LINE OF ACCOUNTING (#13) New

DESC. OF GOODS & SERVICES (#14) New

MISCELLANEOUS INFO (1) (#15) New

MISCELLANEOUS INFO (2) (#16) New

IPAC VENDOR AGREEMENT New

MRA (#161.96) SEQUENCE NUMBER (#.01) New

IPAC VENDOR AGREEMENT (#1) New

IPAC VENDOR AGREEMENT ID (#2) New

ACTION (#3) New

STATUS (#4) New

DATE TRANSMITTED (#5) New

FEE BASIS PAYMENT No Data Dictionary Changes n/a

REJECT CODE (#161.99) New Reject Codes are being exported

FEE BASIS PAYMENT (#162) Modified

SERVICE PROVIDED IPAC AGREEMENT (#.05) New

(#162.03) DoD INVOICE NUMBER (#.055) New

FEE BASIS PHARMACY Modified

INVOICE (#162.1) IPAC VENDOR AGREEMENT (#14) New

PRESCRIPTION NUMBER DoD INVOICE NUMBER (#39) New

(#162.11)

FEE BASIS INVOICE (#162.5) Modified

IPAC VENDOR AGREEMENT (#87) New

DoD INVOICE NUMBER (#86) New

## Forms

N/A

## Mail Groups

**Mail Group Name New/Modified/Deleted**

--------------- --------------------

N/A

## Options

Option Name Type New/Modified/Deleted

----------- ---- --------------------

FB MRA MAIN MENU Menu Modified

FB PHONE MENU Menu Modified

FBAA C&P ENTER PAYMENT Run Routine Deleted

FBAA IPAC AGREEMENT DELETE Run Routine New

FBAA IPAC AGREEMENT ENTER/EDIT Run Routine New

FBAA IPAC AGREEMENT MENU Menu New

FBAA IPAC AGREEMENT MRA MENU Menu New

FBAA IPAC AGREEMENT VIEW Run Routine New

FBAA IPAC DoD INVOICE INQUIRY Run Routine New

FBAA IPAC DoD INVOICE RPT Run Routine New

FBAA IPAC VENDOR PAYMENT RPT Run Routine New

FBAA IPAC VENDOR REPORT MENU Menu New

FBAA MRA IPAC ADD TYPE Run Routine New

FBAA MRA IPAC CHANGE TYPE Run Routine New

FBAA MRA IPAC DELETE TYPE Run Routine New

FBAA OUTPUTS MENU Menu Modified

FBAA REQUEUE MRA Run Routine Modified

FBAA VENDOR OPTIONS Menu Modified

FBCH OUTPUT MENU Menu Modified

## Protocols

N/A

## Security Keys

* FB IPAC VENDOR

## Templates

Template Name Type File Name (Number) New/Modified/Deleted

------------- ---- ------------------ --------------------

FB ADD RX Input FEE BASIS PHARMACY INVOICE Modified

(#162.1)

FBAA INVOICE EDIT Input FEE BASIS PHARMACY INVOICE Deleted

(#162.1)

FBCH EDIT PAYMENT Input FEE BASIS INVOICE (#162.5) Modified

FBCH ENTER PAYMENT Input FEE BASIS INVOICE (#162.5) Modified

## Bulletins

Bulletin Name Action

------------- -------

FBAA PURGE TRANSMITTED MRA'S SEND TO SITE

## Additional Information

The FEE BASIS PAYMENT REJECT CODE (#161.99) file will be exported with data. Several new reject codes are being created by this patch for use with this application.

## New Service Requests (NSRs)

VA/DoD VistA Fee-IPAC Interface Enhancement (Request #20070501).

## Patient Safety Issues (PSIs)

N/A

## Estimated Installation Time

The estimated installation time for Fee Basis Patch FB\*3.5\*123 is less than one minute.

# Pre/Post Installation Overview

There are no specific pre or post installation routine information to report. There are no environment routines, pre-install routines, or post-install routines.

# Installation Instructions

If installed during the normal workday, it is recommended that the following selection(s) in the OPTION (#19) file, and all of their descendants be disabled to prevent possible conflicts while running the KIDS Install. Other VISTA users will not be affected.

Fee Basis Main Menu [FBAA MAIN MENU]

1. Choose the PackMan message containing this patch.
2. Choose the INSTALL/CHECK MESSAGE PackMan option.
3. From the Kernel Installation and Distribution System Menu, select the Installation Menu. From this menu, you may elect to use the following option. When prompted for the INSTALL enter the patch # (FB\*3.5\*123):

**It is very highly recommended that the installing person perform step 3a here to make a backup copy of the Transport Global and save this as a MailMan message.**



1. Backup a Transport Global - This option will create a backup message of any routines exported with this patch. It will not backup any other changes such as DDs or templates.
2. Compare Transport Global to Current System - This option will allow you to view all changes that will be made when this patch is installed. It compares all components of this patch (routines, DDs, templates, etc.).
3. Verify Checksums in Transport Global - This option will allow you to ensure the integrity of the routines that are in the transport global.
4. From the Installation Menu, select the Install Package(s) option and choose the patch to install.
5. When prompted 'Want KIDS to Rebuild Menu Trees Upon Completion of Install? NO//' Answer NO unless your system does not do this in a nightly TaskMan process.
6. When prompted 'Want KIDS to INHIBIT LOGONs during the install? NO//' answer NO.
7. When prompted 'Want to DISABLE Scheduled Options, Menu Options, and Protocols? NO//' answer YES if installing this patch during the working day.

When prompted 'Enter options you wish to mark as 'Out Of Order':' Enter the following options:

Fee Basis Main Menu [FBAA MAIN MENU]

When prompted 'Enter protocols you wish to mark as 'Out Of Order':' press <return>.

1. If prompted "Delay Install (Minutes): (0 - 60): 0// respond 0.

# Post-Installation Instructions

ASSIGN NEW SECURITY KEYS TO APPROPRIATE USERS

Assign new security key FB IPAC VENDOR to appropriate users. This security key is an option level security key and controls which users are allowed to add, edit, or delete the IPAC Agreements which are stored in VistA Fee Basis.

CREATE AND TRANSMIT IPAC AGREEMENTS

Sites may enter into the system as many IPAC Agreements are needed to pay invoices for the Federal DoD vendors. These IPAC Agreements will be transmitted to Central Fee with the “Queue Data for Transmission” option [FBAA QUEUE DATA FOR TRANS.]. It is important to note that Central Fee will make a site live with IPAC when Central Fee receives the first IPAC Agreement transmission. Before the IPAC Agreement(s) are transmitted to Central Fee, it is important to Finalize any and all batches with payments to these Federal DoD vendors and transmit any pending payments to Central Fee using the old method. Once all pending payments for Federal DoD vendors have been finalized and sent to Central Fee, then the site may transmit the IPAC Agreement(s) to Central Fee to turn on and begin using the IPAC software.

# Routine Information

The second line of each of these routines now looks like:

;;3.5;FEE BASIS;\*\*[Patch List]\*\*;JAN 30, 1995;Build 51

|  |  |
| --- | --- |
|  | **NOTE:** The checksums below are new checksums, and can be checked with CHECK1^XTSUMBLD. |

Routine Name: FBAACO

Before: B30906889 After: B48482031 \*\*4,61,79,116,122,133,108,135,123\*\*

Routine Name: FBAACO2

Before: B29842500 After: B30248280 \*\*4,55,61,77,116,122,133,108,

135,139,123\*\*

Routine Name: FBAACP

Before: B55546360 After: Delete

Routine Name: FBAACP1

Before: B6956346 After: Delete

Routine Name: FBAAEPI

Before: B20120074 After: B27520800 \*\*38,61,124,132,123\*\*

Routine Name: FBAAIAD

Before: n/a After: B14523385 \*\*123\*\*

Routine Name: FBAAIAE

Before: n/a After: B52924225 \*\*123\*\*

Routine Name: FBAAIAQ

Before: n/a After: B54819266 \*\*123\*\*

Routine Name: FBAAIAR

Before: n/a After:B210368193 \*\*123\*\*

Routine Name: FBAAIAR1

Before: n/a After:B134256276 \*\*123\*\*

Routine Name: FBAAIAR2

Before: n/a After: B60901930 \*\*123\*\*

Routine Name: FBAAIARA

Before: n/a After: B89421506 \*\*123\*\*

Routine Name: FBAAIARB

Before: n/a After: B65763537 \*\*123\*\*

Routine Name: FBAAIARC

Before: n/a After:B156464417 \*\*123\*\*

Routine Name: FBAAIARD

Before: n/a After:B110671934 \*\*123\*\*

Routine Name: FBAAIAU

Before: n/a After:B136125248 \*\*123\*\*

Routine Name: FBAAIAV

Before: n/a After: B3188216 \*\*123\*\*

Routine Name: FBAAMP

Before: B64651581 After:B145435703 \*\*4,21,38,55,61,67,116,108,143,123\*\*

Routine Name: FBAAMPG1

Before: B5155968 After: B6611500 \*\*18,123\*\*

Routine Name: FBAAMPRG

Before: B5836016 After: B8621277 \*\*18,123\*\*

Routine Name: FBAAPET

Before: B47597707 After: B48467737 \*\*4,38,55,61,77,116,122,133,

108,124,132,139,123\*\*

Routine Name: FBAAPET1

Before: B9459481 After: B56662432 \*\*61,123\*\*

Routine Name: FBAAPIE

Before: B23308857 After: B25905815 \*\*61,124,123\*\*

Routine Name: FBAAPIN

Before: B36889806 After: B39786989 \*\*4,61,122,133,108,135,123\*\*

Routine Name: FBAAPP

Before: B24856042 After: B25732813 \*\*61,80,91,123\*\*

Routine Name: FBAARMRA

Before: B4173513 After: B11284064 \*\*123\*\*

Routine Name: FBAAV0

Before: B46795465 After: B56393278 \*\*3,4,55,89,98,116,108,132,139,123\*\*

Routine Name: FBAAV01

Before: B12667626 After: B27989531 \*\*89,98,108,123\*\*

Routine Name: FBAAV2

Before: B14009472 After: B17032694 \*\*3,89,98,116,108,123\*\*

Routine Name: FBAAV5

Before: B80128865 After:B101588501 \*\*3,55,89,98,116,108,139,123\*\*

Routine Name: FBAAV8

Before: n/a After:B119931377 \*\*123\*\*

Routine Name: FBCHEP

Before: B36009923 After: B37636915 \*\*4,61,77,82,122,108,124,135,

139,123\*\*

Routine Name: FBCHEP1

Before: B42453076 After: B47429330 \*\*38,61,122,133,108,124,132,139,123\*\*

Routine Name: FBCHPET

Before: B40150841 After: B40858494 \*\*4,38,61,77,116,108,124,132,123\*\*

Routine Name: FBCHRR

Before: B12984210 After: B13548321 \*\*61,108,123\*\*

Routine Name: FBCHVH

Before: B37233286 After: B38454495 \*\*55,61,122,108,135,144,123\*\*

Routine Name: FBPAID1

Before: B17574969 After: B24215121 \*\*19,107,121,132,123\*\*

Routine list of preceding patches: 18, 91, 139, 143, 144

# Back-out and Roll-back Procedures

In the event that a site determines, for whatever reason, that they need to uninstall the VA/DoD VistA Fee IPAC Interface enhancement patch (FB\*3.5\*123) and return their system to the way it was before this patch was installed, please follow these instructions. For the purpose of this discussion, the back-out procedure will include the actual software that needs to be removed. This would include both VistA routines and VistA input templates. The roll-back procedure will include a discussion of data that is created by this patch and the implications of leaving this data remaining on the system.

## Back-out Procedure

There are 2 build components that need to be uninstalled here: existing Fee Basis routines and existing Fee Basis Input Templates. The existing Fee Basis routines may be restored from the backup MailMan PackMan message that should have been created in step 3.a. above under the Installation Instructions (“Backup a Transport Global”). There are three input templates that need to be restored to the previous version. They are listed in section 3.7 of this document in the Templates section. They are named [FB ADD RX], [FBCH EDIT PAYMENT], and [FBCH ENTER PAYMENT]. It is not standard practice to proactively backup input templates before patch installation. Therefore, in order to restore these input templates to the pre-patch FB\*3.5\*123 state, a new patch will be required to be sent to the target site and installed. Please contact Product Support in this case for further instructions. Product Support will work closely with the site and with the VistA Fee Basis development team.

## Roll-back Procedure

Once the existing Fee Basis routines and input templates have been restored to the state in which they were before this patch was installed, the existence of VistA Fee IPAC data on the system will have no functional impact and we recommend this data may be left in place. Since we are not removing the data, the following is a list of files and fields which may contain VistA Fee IPAC data that may be left in place even without the supporting routines and input templates. This data will have no functional impact on system operations.

File Name (#) New/Modified/

Sub-File Name (#) Field Name (#) Deleted

------------------- ------------------- -------------

FEE BASIS SITE Modified

PARAMETERS (#161.4) LAST IPAC NUMBER (#80) New

IPAC VENDOR AGREEMENT All fields in this file New

FILE (#161.95)

IPAC VENDOR AGREEMENT All fields in this file New

MRA (#161.96)

FEE BASIS PAYMENT (#162) Modified

SERVICE PROVIDED IPAC AGREEMENT (#.05) New

(#162.03) DoD INVOICE NUMBER (#.055) New

FEE BASIS PHARMACY Modified

INVOICE (#162.1) IPAC VENDOR AGREEMENT (#14) New

PRESCRIPTION NUMBER DoD INVOICE NUMBER (#39) New

(#162.11)

FEE BASIS INVOICE (#162.5) Modified

IPAC VENDOR AGREEMENT (#87) New

DoD INVOICE NUMBER (#86) New