**FEE BASIS**

**INSTALLATION GUIDE**



**Patch FB\*3.5\*132**

**January 2013**

Department of Veterans Affairs

Office of Information and Technology

Product Development

Revision History

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|  |  |  |
| --- | --- | --- |
| **Date** | **Description** | **Project Mgr/Technical Writer** |
| 1/2013 | Fee Basis FB\*3.5\*132 Installation Instructions.  This patch enhances the interface between VistA Fee Basis and Central Fee to improve the consistency of payment line item data between the systems. This will prevent duplicate ICN payments by ensuring that a payment line cannot be reprocessed in VistA Fee Basis unless it has been removed from Central Fee. | * REDACTED * REDACTED * REDACTED |

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# Introduction

## Software Overview

Patch FB\*3.5\*132 is the final of a two-phased release of the VistA Fee and IFCAP Automation Enhancement (aka Duplicate Payments) project. It will enhance the interface between VistA Fee Basis and Central Fee to improve the consistency of payment line item data between the systems. This will prevent duplicate ICN payments by ensuring that a payment line cannot be reprocessed in VistA Fee Basis unless it has been removed from Central Fee.

The following patches comprise the second phase of the Vista Fee and IFCAP Automation Enhancements software project and must be installed at the same time in the order listed below to avoid application/processing errors. The exact order of installation is as follows:

* **Integrated Funds Distribution, Control Point Activity, Accounting and Procurement (IFCAP) Patch PRC\*5.1\*162**

This patch will remove the Fee Basis - IFCAP Code Sheet Menu [PRC FEE GECS MAIN MENU] from the Accounting Technician Menu [PRCFA ACCTG TECH].

* **Fee Basis Patch FB\*3.5\*132**

This patch will enhance the interface between VistA Fee Basis and Central Fee to improve the consistency of payment line item data between the systems.  This will prevent duplicate ICN payments by ensuring that a payment line cannot be reprocessed in VistA Fee Basis unless it has been removed from Central Fee.

**Remedy Tickets: Problem and Resolution:**

**1. HD585796**

* **Problem:** The Delete reject flag [FBAA VOUCHER DELETE REJECT] option double posts the amount paid to the 1358 when the reject flag is deleted from a selected travel payment line item.
* Resolution: The option has been corrected to just post the amount paid once.

**2. HD585831**

* **Problem:** The Re-initiate Rejected Payment Items [FBAA REINITIATE REJECTS] option inappropriately updates the DATE FINALIZED (#13) and PERSON WHO COMPLETED (#14) fields of the old batch in the FEE BASIS BATCH (#161.7) file when a rejected line item is re-initiated into a new batch.
* **Resolution:** The option has been corrected to stop updating inappropriate data fields for the old batch.

**3. HD585843**

* **Problem:** The Release a Batch [FBAA SUPERVISOR RELEASE] option creates a separate IFCAP authorization with an identical description for each inpatient invoice in the batch that is associated with an unauthorized claim.

This may cause a problem if any inpatient invoices associated with an unauthorized claim are later flagged as rejected using the Finalize a Batch [FBAA FINALIZE BATCH] option.  The system attempts to post a credit amount to the 1358 obligation but the wrong IFCAP authorization may be credited resulting in the error "Credit bill amount will exceed total bill amount".

* **Resolution:** The Release a Batch option will be modified to create a single IFCAP authorization for all the inpatient invoices in the batch that are associated with unauthorized claims.
* **Generic Code Sheet Patch GEC\*2.0\*35**

This patch will set the ACTIVE CODE SHEET field to NO for the following five entries in the GENERIC CODE SHEET TRANSACTION TYPE/SEGMENT file (#2101.2):

* 994.00  Fee Basis Linkage Input Control
* 994.01  Fee Basis Linkage Input Control
* 994.02  Fee Basis Linkage Input Control
* 994.10  Fee Basis Linkage Input Control
* 994.90  Fee Basis Linkage Input Control
* **Fee Basis Claims System (FBCS) Patch DSIF\*3.2\*34**

## Document Overview

This document provides installation and setup steps for Fee Basis Patch FB\*3.5\*132. 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\*132 consists of:
* *Fee Basis User Manual v3.5*
* *Fee Basis Technical Manual v3.5*
* *Fee Basis Release Notes for Patch FB\*3.5\*132*
* *Fee Basis Installation Guide for Patch FB\*3.5\*132*

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).

* The National Non-VA Care Program Office has issued the VistA Fee and IFCAP Automation Enhancement Implementation Procedure Guide. This procedure guide contains information about preparing for and implementing this enhancement.  The procedure guide can be obtained from the following Web site:
* http://nonvacare.hac.med.va.gov/policy-programs/procedure-guides.asp

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 REDACTED
* Hines OIFO REDACTED
* Salt Lake City OIFO 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/>

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|  | 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\*132:

* REDACTED

# Software Prerequisites

Fee Basis Patch FB\*3.5\*132 is a Kernel Installation and Distribution System (KIDS) software release.

## Patches Installed Together

The following four patches are related and must be installed at the same time to avoid application/processing errors. The recommended patch install order is as follows:

| **Order** | | **Software** | **Version** | **Required Patches** |
| --- | --- | --- | --- | --- |
| 1. | | IFCAP | 5.1 | PRC\*5.1\*162  If the IFCAP package is *not* installed at a site, then there is no need to install patch PRC\*5.1\*162. |
| 2. | | Fee Basis | 3.5 | FB\*3.5\*132  If the FEE BASIS package is not installed at a site then there is no need to install patch FB\*3.5\*132. |
| 3. | | Generic Code Sheet | 2.0 | GEC\*2.0\*35 |
| 4. | | Fee Basis Claims System (FBCS) | 3.2 | DSIF\*3.2\*34  If the FEE BASIS CLAIMS SYSTEM (FBCS) is not installed at a site then there is no need to install patch DSIF\*3.2\*34. |
|  | | **ALERT:** Please review the installation instructions of all the applicable patches before installing any of these patches to ensure all applicable patches can be installed at the same time. | | | | |

## **Software Dependencies**

The following patches *must* be installed prior to FB\*3.5\*132:

| **Software** | **Version** | **Required Patches** |
| --- | --- | --- |
| Fee Basis | 3.5 | FB\*3.5\*9 |
| " " | " | FB\*3.5\*114 |
| " " | " | FB\*3.5\*117 |
| " " | " | FB\*3.5\*121 |
| " " | " | FB\*3.5\*124 |
| " " | " | FB\*3.5\*131 |
| IFCAP | 5.1 | PRC\*5.1\*162 |

## Patch Components

### Files and Fields

File Name (Number) Field Name (Number) New/Modified/Deleted

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

FEE BASIS PAYMENT FILE # (#.01) Modified

MOVES (#161.45) NEW IENS (#2) Modified

FEE BASIS BATCH (#161.7) STATUS (#11) Modified

FINALIZED WITH VISTA New

(#20)

VOUCHER MSG DATE New

(#21)

VOUCHER MSG ACK New

STATUS (#22)

STATUS SET TO New

RETRANSMIT BY (#23)

STATUS SET TO New

RETRANSMIT DATE (#24)

TRANSMITTED BATCH New

WAS REJECTED (#25)

FEE BASIS PAYMENT REJECT All New

CODE (#161.99)

FEE BASIS PAYMENT (#162)

SERVICE PROVIDED (#162.03) BATCH NUMBER (#7) Modified

INVOICE NUMBER (#14) Modified

INTERFACE REJECT New

(#21.3)

REJECT CODE (#21.6) New

REJECT CODE (#162.031) All New

TRAVEL PAYMENT DATE INTERFACE REJECT New

(#162.04) (#6.3)

REJECT CODE (#6.6) New

REJECT CODE (#162.041) All New

FEE BASIS PHARMACY INVOICE

(#162.1)

PRESCRIPTION NUMBER INTERFACE REJECT New

(#162.11) (#19.3)

REJECT CODE (#19.6) New

REJECT CODE (#162.111) All New

FEE BASIS INVOICE (#162.5) INTERFACE REJECT New

(#15.3)

REJECT CODE (#15.6) New

REJECT CODE (#162.515) All New

### Forms

N/A

### Mail Groups

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

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

FEE FINANCE New

### Options

**Option Name Type New/Modified/Deleted**

**----------- ---- --------------------**

FB PAYMENT AGING RPT run routine New

FBAA FINALIZE BATCH run routine Modified

FBAA OUTPUTS MENU menu Modified

FBAA REPROCESS BATCH run routine New

FBAA RESEND VOUCHER MSG run routine New

FBAA SUPERVISOR OPTIONS menu Modified

FBAA VOUCHER DELETE REJECT run routine Modified

FBCH OUTPUT MENU menu Modified

### Protocols

N/A

### Security Keys

* FBAAFINANCE
* FBAAREJECT

### Templates

N/A

### Bulletins

**Bulletin Name comment**

**------------- -------**

FBAA SERVER new

### Additional Information

The FEE BASIS PAYMENT REJECT CODE (#161.99) file will be exported with data.

### New Service Requests (NSRs)

VistA Fee and IFCAP automation enhancement (#20110212).

### Patient Safety Issues (PSIs)

N/A

### Estimated Installation Time

The estimated installation time for Fee Basis Patch FB\*3.5\*132 is less than five minutes.

# Pre/Post Installation Overview

An environmental check routine will verify that no entries in the FEE BASIS BATCH (#161.7) file have a STATUS of TRANSMITTED. In addition, the installer will be asked if the Chief Fiscal Officer has given approval for installation of the patch. These actions will only be performed in a production account.

A pre-install routine will delete the existing traditional-style "AJ" mumps cross-reference definition from the INVOICE NUMBER field in the FEE BASIS PAYMENT (#162) file. This cross-reference is being replaced by a new-style regular "AJ" cross-reference definition during the install.

A post-install routine will execute the set logic of the new "AN" cross-reference for existing entries in the FEE BASIS PAYMENT MOVES (#161.45) file.

# 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]

Ensure that all patches listed in the section titled "Patches Installed Together" under "Software Prerequisites" in this installation guide are applicable to the site can be installed at the same time.

If the patch is being installed in a production account, there *must not* be any batches that have been transmitted to Central Fee and are currently awaiting release by a 994 code sheet. The Chief Financial Officer or a representative will verify this step and then provide approval for the patch to be installed.

1. There *must not* be any payment batches with a status of TRANSMITTED. The environmental check routine will enforce this step.
2. There *must not* be any pending payments in Central Fee that are awaiting release by an IFCAP 994 code sheet. Central Fee report 12007 provides this information. Normally finance staff have access to this report.

|  |  |
| --- | --- |
|  | **NOTE:** Central Fee will automatically drop all pending payments when a site implements the new process by installing this patch. Central Fee will send a transaction to VistA for any dropped payments to flag the payment line items as rejected in VistA. The site would then need to re-initiate and re-process these payments. |

1. The output from the Print Rejected Payment Line Items option should be reviewed for inappropriate reject flags. Line items that have check confirmation data (check number, date paid) were released for payment by a 994 code sheet and therefore should not be flagged as rejected in VistA.

Inappropriate reject flags must be deleted using the Delete Reject Flag option in Vista before the patch is installed because it will no longer be possible to delete reject flags from a batch that has a status of VOUCHERED after the patch is installed.

|  |  |
| --- | --- |
|  | **NOTE:** The Delete Reject Flag option automatically posts the payment amount to the 1358 obligation. Therefore, the software will not allow deletion of old inappropriate reject flags where the obligation is unavailable for posting or has been purged. |

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\*132):
4. 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.
5. 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.).
6. Verify Checksums in Transport Global - This option will allow you to ensure the integrity of the routines that are in the transport global.
7. From the Installation Menu, select the Install Package(s) option and choose the patch to install.
8. When prompted 'Has the Chief Fiscal Officer approved installation of this patch' Answer either YES or NO as applicable. A NO response will prevent installation of the patch. Refer to the pre-installation instructions for more information.
9. 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.
10. When prompted 'Want KIDS to INHIBIT LOGONs during the install? NO//' answer NO.
11. When prompted 'Want to DISABLE Scheduled Options, Menu Options, and Protocols? NO//' answer YES.

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

1. DELETE INSTALL ROUTINE FROM SYSTEM

(Optional) Delete the FBXIP132 install routine.

Routine FBXIP132 contains the environmental check, pre-init, and post-init for the patch. The environmental check verifies that no batches have a status of TRANSMITTED. The pre-init deletes a traditional-style cross-reference definition that is being replaced by a new-style definition. The post-init sets the new "AN" cross-reference for existing entries in the FEE BASIS PAYMENT MOVES (#161.45) file. Routine FBXIP132 can be deleted after a successful installation.

1. ASSIGN NEW SECURITY KEYS TO APPROPRIATE USERS

Assign security key FBAAREJECT to users that should have the ability to flag payment line items as locally rejected within the Finalize a Batch option.

Assign security key FBAAFINANCE to users that should have the ability to complete a batch and transmit the voucher batch message to Central Fee within the Finalize a Batch option. Normally finance staff will perform this task.

1. ADD APPROPRIATE MEMBERS TO THE NEW MAIL GROUP

(OPTIONAL) Add appropriate members to the new FEE FINANCE mail group.

This mail group receives messages from the Fee Basis software when exceptions occur during processing of messages sent by Central Fee that are related to payment batches previously transmitted to Central Fee.

This mail group was created for finance staff. The messages sent to this mail group are also sent to another mail group (FEE). Since the FEE mail group also receives messages that may not be of interest to finance staff, the separate FEE FINANCE mail group was created.

The FBAA BATCH SERVER, FBAA VOUCHER SERVER, and FBAA REJECT SERVER options may send a message to this mail group.

1. DELETE THE LOCK ON THE FINALIZE A BATCH OPTION

Delete the FBAASUPERVISOR security key from the LOCK field of the Finalize a Batch [FBAA FINALIZE BATCH] option. An example follows:

Select Menu Management Option: EDIT options

Select OPTION to edit: FBAA FINALIZE BATCH

NAME: FBAA FINALIZE BATCH//

MENU TEXT: Finalize a Batch//

PACKAGE:

OUT OF ORDER MESSAGE:

LOCK: FBAASUPERVISOR// @

SURE YOU WANT TO DELETE? Y (Yes)

REVERSE/NEGATIVE LOCK: ^

Select OPTION to edit:

# Routine Information

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

;;3.5;FEE BASIS;\*\*[Patch List]\*\*;JAN 30, 1995;Build 15

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

Routine Name: FB1358

Before: n/a After: B28348622 \*\*132\*\*

Routine Name: FBAABDL

Before: B6967271 After: B8137938 \*\*132\*\*

Routine Name: FBAABS

Before: B1198122 After: B1208762 \*\*132\*\*

Routine Name: FBAABT

Before: B11887938 After: B11583784 \*\*132\*\*

Routine Name: FBAADD

Before: B11873445 After: B6478201 \*\*132\*\*

Routine Name: FBAADD1

Before: n/a After: B29573874 \*\*132\*\*

Routine Name: FBAAEPI

Before: B20301979 After: B20120074 \*\*38,61,124,132\*\*

Routine Name: FBAAPAR

Before: n/a After: B93982366 \*\*132\*\*

Routine Name: FBAAPET

Before: B43544171 After: B42847501 \*\*4,38,55,61,77,116,122,133,

108,124,132\*\*

Routine Name: FBAARD

Before: B20514488 After: B22001848 \*\*114,132\*\*

Routine Name: FBAARD0

Before: B7658071 After: B6586917 \*\*132\*\*

Routine Name: FBAARD1

Before: B14194007 After: B9198257 \*\*132\*\*

Routine Name: FBAARD2

Before: B17028231 After: B16756936 \*\*132\*\*

Routine Name: FBAARD3

Before: B3642205 After: B1840852 \*\*132\*\*

Routine Name: FBAARJP

Before: B20577819 After: B44159952 \*\*132\*\*

Routine Name: FBAARR

Before: B32870767 After: B31401239 \*\*61,114,132\*\*

Routine Name: FBAARR0

Before: B10007343 After: B7588254 \*\*132\*\*

Routine Name: FBAARR1

Before: B21041788 After: B19022226 \*\*61,132\*\*

Routine Name: FBAARR2

Before: B12046671 After: B8520138 \*\*132\*\*

Routine Name: FBAARR3

Before: n/a After: B24328371 \*\*132\*\*

Routine Name: FBAASCB

Before: B26810368 After: B27212930 \*\*38,61,116,117,132\*\*

Routine Name: FBAASCB0

Before: B19526441 After: B19510216 \*\*116,132\*\*

Routine Name: FBAAUTL1

Before: B21242092 After: B22206482 \*\*3,12,13,108,132\*\*

Routine Name: FBAAUTL3

Before: B4051592 After: B4132421 \*\*132\*\*

Routine Name: FBAAV0

Before: B43916106 After: B44344317 \*\*3,4,55,89,98,116,108,132\*\*

Routine Name: FBAAV3

Before: B3282866 After: B3409907 \*\*3,89,116,132\*\*

Routine Name: FBAAVR

Before: B17172017 After: B27838493 \*\*132\*\*

Routine Name: FBAAVR0

Before: B13722764 After: B11021288 \*\*132\*\*

Routine Name: FBAAVR1

Before: B19735859 After: B14166230 \*\*132\*\*

Routine Name: FBAAVR2

Before: B7056912 After: B7234769 \*\*132\*\*

Routine Name: FBAAVR3

Before: n/a After: B14888732 \*\*132\*\*

Routine Name: FBAAVR4

Before: n/a After: B24607302 \*\*132\*\*

Routine Name: FBAAVR5

Before: n/a After: B40211184 \*\*132\*\*

Routine Name: FBAAVR6

Before: n/a After: B12051113 \*\*132\*\*

Routine Name: FBCHDIN

Before: B4594745 After: B5017257 \*\*132\*\*

Routine Name: FBCHEP1

Before: B39779983 After: B39885067 \*\*38,61,122,133,108,124,132\*\*

Routine Name: FBCHPET

Before: B40446570 After: B40150841 \*\*4,38,61,77,116,108,124,132\*\*

Routine Name: FBMRASV2

Before: B19213426 After: B20185478 \*\*9,132\*\*

Routine Name: FBNHEDPA

Before: B15541684 After: B15639852 \*\*61,124,132\*\*

Routine Name: FBPAID1

Before: B14897492 After: B17574969 \*\*19,107,121,132\*\*

Routine Name: FBSVBR

Before: B370540 After: B72554273 \*\*131,132\*\*

Routine Name: FBSVPR

Before: B370624 After: B35954279 \*\*131,132\*\*

Routine Name: FBSVVA

Before: B370541 After: B19365869 \*\*131,132\*\*

Routine Name: FBXIP132

Before: n/a After: B8043750 \*\*132\*\*

Routine list of preceding patches: 9, 114, 117, 121, 124, 131