

# **FEE BASIS INSTALLATION GUIDE**



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

**January 2013**

Department of Veterans Affairs  
Office of Information and Technology  
Product Development

# Revision History

**Table i. Revision History**

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.	<ul style="list-style-type: none"><li>• REDACTED</li><li>• REDACTED</li><li>• REDACTED</li></ul>

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# 1 Introduction

## 1.1 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**

## 1.2 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

### 1.2.1 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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## 1.3 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



## 2 Software Prerequisites

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

### 2.1 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 <i>not</i> 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.

### 2.2 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

## 2.3 Patch Components

### 2.3.1 Files and Fields

File Name (Number)	Field Name (Number)	New/Modified/Deleted
FEE BASIS PAYMENT MOVES (#161.45)	FILE # (#.01) NEW IENS (#2)	Modified Modified
FEE BASIS BATCH (#161.7)	STATUS (#11) FINALIZED WITH VISTA (#20) VOUCHER MSG DATE (#21) VOUCHER MSG ACK STATUS (#22) STATUS SET TO RETRANSMIT BY (#23) STATUS SET TO RETRANSMIT DATE (#24) TRANSMITTED BATCH WAS REJECTED (#25)	Modified New New New New New New New New
FEE BASIS PAYMENT REJECT CODE (#161.99)	All	New
FEE BASIS PAYMENT (#162) SERVICE PROVIDED (#162.03)	BATCH NUMBER (#7) INVOICE NUMBER (#14) INTERFACE REJECT (#21.3) REJECT CODE (#21.6)	Modified Modified New New
REJECT CODE (#162.031) TRAVEL PAYMENT DATE (#162.04)	All INTERFACE REJECT (#6.3) REJECT CODE (#6.6)	New New New
REJECT CODE (#162.041)	All	New
FEE BASIS PHARMACY INVOICE (#162.1) PRESCRIPTION NUMBER (#162.11) REJECT CODE (#162.111)	INTERFACE REJECT (#19.3) REJECT CODE (#19.6) All	New New New
FEE BASIS INVOICE (#162.5) REJECT CODE (#162.515)	INTERFACE REJECT (#15.3) REJECT CODE (#15.6) All	New New New

### 2.3.2 Forms

N/A

### 2.3.3 Mail Groups

<b>Mail Group Name</b>	<b>New/Modified/Deleted</b>
-----	-----
FEE FINANCE	New

### 2.3.4 Options

<b>Option Name</b>	<b>Type</b>	<b>New/Modified/Deleted</b>
-----	----	-----
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

### 2.3.5 Protocols

N/A

### 2.3.6 Security Keys

- FBAAFINANCE
- FBAAREJECT

### 2.3.7 Templates

N/A

### 2.3.8 Bulletins

<b>Bulletin Name</b>	<b>comment</b>
-----	-----
FBAA SERVER	new

### 2.3.9 Additional Information

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

### 2.3.10 New Service Requests (NSRs)

Vista Fee and IFCAP automation enhancement (#20110212).

### **2.3.11 Patient Safety Issues (PSIs)**

N/A

### **2.3.12 Estimated Installation Time**

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

### 3 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.



## 4 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.

- a. There *must not* be any payment batches with a status of TRANSMITTED. The environmental check routine will enforce this step.
- b. 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.

- c. 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):
  - a. 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.
  - b. 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.).
  - c. 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 '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.
6. 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.
7. When prompted 'Want KIDS to INHIBIT LOGONs during the install? NO//' answer NO.
8. 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>.

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

## 5 Post-Installation Instructions

### 10. 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.

### 11. 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.

### 12. 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.

### 13. 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:
```



## 6 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
```

## Routine Information

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