

SERV

(Service Payment Inquiry Screen)

1 - DHS.HEP (DHRMF)

File Edit Transfer Fonts Options Macro View Window Help

PR1 PR2 PR3 ENT CLR

SJFS009I SERV - JF S0SD Client Pay-in System 07/15/2005 13:24:44
Fast Path: _____ - JF Provider Services Trans Type: I

Prim ID: XXX11X1 -and/or- Eff Date: _____
Recip... CLIENT, SAMPLE

Sel	ICN	Prcs Trans	Prov Type	Prov Nmbr	Serv Beg	Serv End	Bill Tot	S/F Fund	Clnt Paid
_	1005153219631	36	HK	123456	050501	050531	1222.60	999.30	223.30
_	1005132214275	36	HK	123456	050401	050430	1222.60	999.30	223.30
_	1005096214905	27	HK	123456	050301	050331	1128.41	1128.41	0.00
_	1005096214905	36	HK	123456	050301	050331	1128.41	1128.41	0.00
_	5005133789006	46	HK	123456	050301	050331	1128.41	905.11	223.30
_	1005068214444	36	HK	123456	050201	050228	1128.41	905.11	223.30
_	1005036214728	36	HK	123456	050101	050131	1128.41	911.11	217.30
_	1005006215049	36	HK	123456	041201	041231	1088.04	870.74	217.30
_	1004338215768	36	HK	123456	041101	041130	1088.04	870.74	217.30
_	1004316214296	36	HK	123456	041001	041031	1088.04	870.82	217.22
_	1004276219760	27	HK	123456	040901	040930	1088.04	870.82	217.22
_	1004276219760	36	HK	123456	040901	040930	1088.04	870.82	217.22

Msg

F2=Menu F3=Exit F4=Mact F5=Dmac F8=FORW

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Purpose: This screen is a viewing screen. It displays client service payment information for ALL clients enrolled in the Client Pay-In System.

Access: Accessed through the Main Menu Screen.

Display Views

- All Services: - If you enter a Prim ID at the Main Menus Screen and then select the SERV screen, it will display ALL provider services related to the Prime ID.
- Service by Date: – If you enter a Prim ID AND an Eff Date, the screen displays all services for the enrolled client for the requested year/month (YYYY/MM) only.

The Payment screen displays 12 services per screen in a “New to Old” sequence. Use a function key to display additional service records.



Once you select a service claim in the HINQ system, you must go through the Main Menu Screen to return to the Payment Screen again.

Function Keys:

- | | |
|-----------|--|
| F2 = MENU | Returns you to the Main Menu (SFMU) Screen without a Prime ID number. |
| F3 = EXIT | Returns you to the previous screen you were using, bringing the data along from the current screen. |
| F4 = MACT | Takes you to the Monthly Accounts (MACT) Screen with the client you are currently processing, to view the client's monthly account. |
| F5 = DMAC | Takes you to the Detail Monthly Accounts (DMAC) Screen with the client you are currently processing, to view the client's detail monthly accounts. |
| F7 = BACK | Allows you to view the next set of records. This key is only functional with it is shown at the bottom of the screen. |
| F8 = FORW | Allows you to view the previous set of records. This key is only functional when it is shown at the bottom of the screen. |

Viewing a Housekeeping Voucher

Procedure:

To view the client's Housekeeper (HK) voucher for more detailed information, use the following steps.

1. At the Provider Services Screen (See example A Page H4)
 - Tab to the appropriate line under "Sel"
 - Type **S** (see page H5)
 - Press <Enter>

2. HINQ, R,PRIME#,D,YYMMDD (See example B Page H5)
 - Press <Enter>

3. HINQ (See example C Page H6)
 - Tab to the appropriate line
 - Type **S** (see page H5)
 - Press <Enter>



REMEMBER:

You will need to return to the Main Menu and start over to return to the Payment Screen again.

Example A

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File Edit Transfer Fonts Options Macro View Window Help										
SJFS009I SERV - JF			SDSD Client Pay-in System				07/15/2005 13:39:59			
Fast Path: _____ - JF			Provider Services				Trans Type: <u>I</u>			
Prim ID: <u>XXX11X1X</u>			-and/or-		Eff Date: _____					
Recip... CLIENT, SAMPLE										
Sel	ICN	Prcs Trans	Prov Type	Prov Nmbr	Serv Beg	Serv End	Bill Tot	S/F Fund	Clnt Paid	
S	005153219631	36	HK	123456	050501	050531	1222.60	999.30	223.30	
-	1005132214275	36	HK	123456	050401	050430	1222.60	999.30	223.30	
-	1005096214905	27	HK	123456	050301	050331	1128.41	1128.41	0.00	
-	1005096214905	36	HK	123456	050301	050331	1128.41	1128.41	0.00	
-	5005133789006	46	HK	123456	050301	050331	1128.41	905.11	223.30	
-	1005068214444	36	HK	123456	050201	050228	1128.41	905.11	223.30	
-	1005036214728	36	HK	123456	050101	050131	1128.41	911.11	217.30	
-	1005006215049	36	HK	123456	041201	041231	1088.04	870.74	217.30	
-	1004338215768	36	HK	123456	041101	041130	1088.04	870.74	217.30	
-	1004316214296	36	HK	123456	041001	041031	1088.04	870.82	217.22	
-	1004276219760	27	HK	123456	040901	040930	1088.04	870.82	217.22	
-	1004276219760	36	HK	123456	040901	040930	1088.04	870.82	217.22	
Msg										
F2=Menu F3=Exit F4=Mact F5=Dmac F8=FORW										
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Example B

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File Edit Transfer Fonts Options Macro View Window Help

|| [Icons] \$ F F F F [Icons] PA1 PA2 PA3 ENT CLR

HINQ R,XXX111X1,D,050501

VCH	PRCS	PRIM	RECIP	PR	PROV	SERV	SERV	CHK	PAID
NMBR	TRANS	ID	NAME	NMBR	NAME	BEG	END	DATE	
S 12345678	36	XXX111X1	SAMPLE,	123456	SMITH, J	050601	050630	050713	914.69
23456789	36	XXX111X1	SAMPLE,	123456	SMITH, J	050501	050531	050602	1044.90

MSG 101 TOP OF DISPLAY.
F3=EXIT F11=HINV

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Example C

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File Edit Transfer Fonts Options Macro View Window Help

PA1 PA2 PA3 ENT CLR

HINV R,XXX111X1,D,050501
 LAST CHG 05/07/12 WKR ID PPH MSG

VCH NMBR 12345678 PRCS TRANS 36 MSG VCHR IN PAID STATUS-REGULAR
 VCH XREF 00000000 CHK DATE 05/07/13 CHK NMBR 123456789 RA NMBR 5136459
 ICN 1234567890123 PAY REF 00/00/00 VCH ADJ N EOB 000
 X REF (ICN) 0000000000000000 PROV NMBR 123456
 PROC OC111 PROV NAME SMITH, JOHN
 BR 3013 ADDR
 PRIM ID XXX111X1 PROV STR 500 SUMMER ST
 RECIP NAME CLIENT, SAMPLE PROV CITY/ST SALEM, OR
 PRNT 598B 05/06/01 MAIL BR N COMPL ZIP 97301 0000

AUTHORIZED -----

SERVICE PERIOD	HR/DLY	HR/DAY	WAGE	MIL	MIL	HSKP HR	HSKP
AUTH BEG	AUTH END	WAGE	AUTH	AUTH	AUTH\$	HRS AUTH	PCT
05/06/01	05/06/30	9.0700	125.0	\$1133.75	0	\$0.00	20 125 16

WORKED -----

SERV BEG	SERV END	HRS	GRS WAGES	MILE	MILEAGE	VOL	F/S
05/06/01	05/06/30	125.0	\$1133.75	0	\$0.00	Y	

AUTH PROV RECIP
 SIGN (DATE) SIGN (DATE) SIGN (DATE)
 Y 05/06/01 Y 05/06/30 Y 05/06/30
 F3=EXIT F8=NEXT F11=HDTL F12=HINQ

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SERV ERROR MESSAGES

Error #	Error Message	Data Items
JF003	<p>INVALID SCREEN IDENTIFIER IN FAST PATH</p> <p>The Fast Path identifier was not found on the Fast Path file.</p>	FAST PATH
JF014	<p>KEY PRESSED INACTIVE FOR THIS SCREEN</p> <p>The function key pressed is not used on this screen.</p>	
JF015	<p>FAST PATH FILE NOT OPEN</p> <p>The Fast Path file is NOT available at this time. Try again later.</p>	FAST PATH
JF019	<p>PAYMENT FILE CLOSED</p> <p>The Payment file is NOT available at this time. Try again later.</p>	
JF020	<p>YEARLY ACCOUNT FILE CLOSED</p> <p>The Yearly Account file is NOT available at this time. Thus, the recipient name will not be shown on the screen.</p>	
JF024	<p>END OF RECORDS</p> <p>There are no more Refund Line Items to display for this refund number.</p>	
JF025	<p>SYS ID INVALID FOR THE FAST PATH ENTERED</p> <p>The Fast Path entered is used in multiple systems but not in the one specified. Please qualify Fast Path with the correct system identifier.</p>	SYS ID

JF026	PAYMENT RECORD NOT FOUND There is no Payment Disbursement record for the Prim ID shown.	PRIM ID
JF039	REFUND LINE ITEM FILE CLOSED The Refund Line Item file is NOT available at this time. Thus, Refund Line Items will not be shown on the screen.	
RF001	PLEASE ENTER RFND NMBR Enter a refund number to display Refund Line Items.	RFND NMBR
RF002	SELECT A RFND LINE ITEM TO GO TO MACT SCREEN Enter a non-blank character in the selection column on the line of a Refund Line Item to go to the Monthly Accounts (MACT) screen.	SEL
RF003	PAYMENT RECORD NOT FOUND FOR THE RFND NMBR ENTERED There is no Payment record for the refund number shown.	RFND NMBR