

Army MEPRS Program Office Newsletter

August 6, 2015



Good day to the dog days of summer (August). As the summer days begin to wane, the summer personnel transitions close and schools begin preparations for students, the Medical Expense and Performance Reporting System (MEPRS) requires your continual sustainment every day for the accurate reporting of time of the work you perform.

The Defense Medical Human Resource System – internet (DMHRSi) reports the labor expense for work performed within our Health Readiness Platforms (HRPs aka medical treatment facilities-MTF). Accurate capture of time when receiving training and/or performing readiness functions must be reported in F* and G* accounts. This article highlights and refreshes the critical importance to ensure the proper capture of time into the F* and G* Functional Cost Codes (FCCs). DMHRSi LCA staff must communicate with their facility staff that reporting of readiness activities (e.g. staff call, physical fitness, promotion board preparations, weapon qualification, etc.) is not considered administrative time. Military personnel attending training in a TDY and return status should ensure the appropriate time reported in the G* FCC as well. The accurate capture of these readiness functions must include the time captured in the G* FCC. Senior leaders continue to utilize the time reported in F* and G* FCCs for decision-making.

The other critical area for improved time reporting is the total hours in a day. The business rules are those that the military personnel are not restricted to reporting only 8 hours per day. The time they spend performing clinical functions and military tasks (readiness) should be captured in DMHRSi. Time is not reported to non-working hours (i.e. sleeping during duty). However military personnel will encounter situations where work is greater than 8 hours of duty. True reporting of this time is important. For civilian providers (Posn Series 0602/0680), they should report the time that is worked even when greater than 8 hours per day. For these providers, DMHRSi does not reconcile available (working) hours with DCPDS as this time does not require overtime/comp time earned approval. In this instance, the accurate reporting of non-available (annual leave, sick leave, etc.) becomes the validation with DCPDS timecards. All other personnel must report their DMHRSi time consistent with the DCPDS timecard for available and non-available time. If you have questions, please contact your MEPRS Office or the Army MEPRS Program Office Analyst.

In closing, I must encourage you to discuss DMHRSi time reporting with all HRP staff to ensure that their service is properly recognized and reported. The accurate time reporting will contribute to improved utilization and augmentation of personnel resources. My deepest thanks for your service and the diligence you show to capturing the expense of our critical work: Service to our Warriors. Thanks. - dwb

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BEST-OF-THE-BEST Data Reporting Month of April & May 2015

Army Medical Treatment Facilities (MTF) MEPRS Office personnel are known for their dedication and meticulous performance of their duties. This is evident when reviewing the compliance with requirements placed on them from within their commands along with those imposed by MEDCOM.

MTF Ranking is based on point values assessed for compliance with current FY EAS Timeliness, Defense Medical Human Resource System internet (DMHRSi) Timecard Compliance, Financial Reconciliation submission, Narrative submission, Discrepancies for FY09-FY15 (AMPO Discrepancies, and Unauthorized FTE's), and un-validated discrepancies on the Advice and Assist Reports generated as a result of MEWACS data population. Contact your AMPO analyst for additional details on the ranking methodology.

MEDCEN	BEDDED	UNBEDDED
<p>C.R. DARNALL AMC STACIE RITCHEY & STAFF</p> <p>BROOKE AMC SONJA KOONS & STAFF</p>	<div style="background-color: #800080; color: white; text-align: center; padding: 2px;">July 15</div> <p>BAYNE-JONES ACH JAMES SARVER & STAFF</p> <p>BRIAN ALLGOOD ACH KWANG P. CHO & STAFF</p> <p>IRWIN ACH KATHRYN ALBRECHT & STAFF</p>	<p>FOX AHC CATHY COLLINS & STAFF</p> <p>BAVARIA MEDDAC ROBERT KESLER & STAFF</p> <p>GUTHRIE AHC FT DRUM MEPRS OFFICE</p>
<p>BROOKE AMC SONJA KOONS & STAFF</p> <p>C.R. DARNALL AMC DIANE PAPKE & STAFF</p>	<div style="background-color: #800080; color: white; text-align: center; padding: 2px;">August 15</div> <p>BAYNE-JONES ACH JAMES SARVER & STAFF</p> <p>BRIAN ALLGOOD ACH KWANG P. CHO & STAFF</p> <p>IRWIN ACH KATHRYN ALBRECHT & STAFF</p> <p>Winn ACH FT STEWART MEPRS OFFICE</p> <p>KELLER ACH WEST POINT - MEPRS Staff</p>	<p>FOX AHC CATHY COLLINS & STAFF</p> <p>GUTHRIE AHC FT DRUM MEPRS OFFICE</p>

EDF-LEASE COSTS DATASETS

A review of EDF datasets has revealed the dataset Include and Excludes are largely incorrect. Of the fifteen MTFs with EDF MEPRS FCCs only two (Ft Hood and Ft Campbell) have the dataset Includes/Excludes correctly established.

The square footage of leased buildings must be reported in the EAS IV Square Footage Dataset to ensure the lease expenses reported in EDF datasets allocate to the benefitting work centers and should be reported in the EDF FCC - Leases of Real Property dataset. The EDF dataset Includes Lists should be setup to list all of the fixed MTF/DTF functions performed in the leased space/building that is funded by the lease agreement in the 'Includes' listings by DMIS ID and FCC.

For example: MTF X has a lease for a building in support of a medical home practice; the approved MEPRS FCC for the lease is EDFZ. The building and medical home practice have been assigned a DMIS ID of 6999, the MEPRS FCCs providing functions within the medical home practice [are BHZA, BHZB, BHZC, EBCF, DAAF, and DBAF](#).

To setup the EDFZ/6999 dataset correctly:

The DMIS Includes should reflect 6999, the DMIS Excludes should be blank.

The FCC Includes should reflect are BHZA, BHZB, BHZC, EBCF, DAAF, and DBAF, the FCC Excludes should be blank.

Setting these up correctly ensures the lease costs will only be allocated to the functions within the leased building.

The DMIS ID for the leased facilities must be listed as an Exclude on the following datasets: EDA*, EDB*, EDC*, EDD*, EDE*, EDH* and EDI* if these functions do not support the leased facility.

EDA* - if the MTF Facility Operations does not support the leased facility, enter the DMIS ID of the leased facility in the DMIS Excludes list of the EDA*/PDMIS dataset.

EDB* - if the installation or MTF does not provide utility services (electricity, gas, etc, for the leased facility, enter the DMIS ID of the leased facility in the DMIS Excludes list of the EDB*/PDMIS dataset.

EDC* - if the MTF does not provide sustainment services/funding for the leased facility, enter the DMIS ID of the leased facility in the DMIS Excludes list of the EDC*/PDMIS dataset.

EDD* - if the MTF does not provide restoration/modernization services/funding for the leased facility, enter the DMIS ID of the leased facility in the DMIS Excludes list of the EDD*/PDMIS dataset.

EDE* - if the MTF does not provide other facility services/funding for the leased facility, enter the DMIS ID of the leased facility in the DMIS Excludes list of the EDE*/PDMIS dataset.

EDH* - if installation fire department does not provide services for the leased facility, enter the DMIS ID of the leased facility in the DMIS Excludes list of the EDH*/PDMIS dataset.

EDI* - if the installation or MTF police do not provide services for the leased facility, enter the DMIS ID of the leased facility in the DMIS Excludes list of the EDI*/PDMIS dataset.

Hail & Farewells

*We welcome the following new members and bid farewell to those
who have retired/ or embarked on new paths!*

Hail

Employee	Site	Date
Naomi Rowe	Ft Knox, IACH	31 May 15
Juan Dometriz	Ft Leavenworth, MAHC	15 Jun 15
Martha Wroten	Ft Drum, GAHC	15 Jun 15
Kristian Mroczo	Ft Drum, GAHC	1 Jul 15
MAJ Blacknall, Christopher	Ft Jackson, MAHC	10Jul15
Patrick Williams	Ft Eustis, MCACH	10 Aug 15
Rebecca Castaneda	Ft Sam Houston, MEDCOM	23 Aug 15

Farewell

Employee	Site	Date
Shannon Ayers	West Point, KACH	11 July 15
John Shemanski	Ft Drum, GAHC	29 Jun 15
Gina Davis	Ft Eustis, MCACH	24 Jul 15
JC Sarver	Ft Polk, BJACH	20 Aug 15
Rebecca Castaneda	Sam Houston, BAMC	21 Aug 15

