

Army MEPRS Program Office Newsletter

October 8, 2014



Happy New Year Everyone!

As we begin the new Fiscal Year (FY) 2015, it is important to remember the changes of FY14 and the strategic direction we are moving in FY15.

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As FY14 drew to a close, critical MEPRS work occurred in multiple areas such as reviewing the capturing of Outpatient Minutes of Service (MOS) performed by our inpatient staff; reviewing the MEPRS coding for our hospital and readiness training; reviewing and updating the Expense Assignment System (EAS) Tables. Much work continues in training and educating our MEPRS staff in our medical treatment facilities proving the MEPRS methodologies for capture of our healthcare costs.

So in FY15, our MEPRS focus will continue to improve the capture of readiness functions and readiness costs; to examine how we report our training as military unique readiness training versus the medical training to meet our healthcare specific training needs; reforming the necessary MEPRS training needed by both the new and the skilled MEPRS staff; and providing flexibility to support our business operations in an ever fast-paced changing world. So to understand and capture readiness functions and costs, it is important to recognize those activities performed by military or civilian personnel to maintain their competency, skills, and knowledge for military service. As I have discussed in previous issues, tasks such as attendance to the military/civilian schools, Sergeant's Time, etc., enhance and complement our readiness competency. These tasks should be captured as readiness "G" costs. AMPO has reviewed all mandatory training and coded such events as you will find in the MEDCOM FY15 Funding Guidance.

As MEPRS continues to transition new personnel into the MEPRS family, MEPRS training is a critical focus for the New FY15. Through the use of DCOs, tele-conferences, classroom training, seminars, and other medias to communicate and train our MEPRS family, we have the senior leadership support and commitment to provide these educational opportunities. Many of us including the AMPO staff must train to meet the DOD FM Certification requirements and so this FY is a transformative year for all. -dwb

BEST-OF-THE-BEST Data Reporting Month of July 2014

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-FY14 (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

C.R. DARNALL AMC
STACIE RITCHEY & STAFF

BROOKE AMC
SONJA KOONS & STAFF

BEDDED

WAINWRIGHT ACH
BERNADETTE MEEK & STAFF

BAYNE-JONES ACH
JAMES SARVER & STAFF

IRWIN ACH
KATHRYN ALBRECHT & STAFF

BRIAN ALLGOOD ACH
TYLER CHASE & STAFF

UNBEDDED

LYSTER AHC
KATHY KELLEY & STAFF

FOX AHC
CATHY COLLINS & STAFF

BAVARIA AHC
ROBERT KESLER & STAFF

DMHRIS LOG-IN ERRORS

The AMPO office continues to receive many requests for assistance with DMHRIS users having trouble logging into DMHRIS. Ever since the change in procedures of using the CAC to log into DMHRIS, the need to ensure Name, SSN, DOB, and EDIPNs are identical in DEERs and DMHRIS is essential. The EDIPN is not entered into DMHRIS by an individual. A file from DEERS with the EDIPN is loaded into the DMHRIS HR record once a week, usually Tuesday morning. Therefore, if an HR and DMHRIS user account is created for an employee on Tuesday or any day after the EDIPN load, the employee will be unable to CAC in to DMHRIS. True the password will work initially, but the CAC login will not work. The site must have the employee wait for the EDIPN to load into DMHRIS the following Tuesday morning. It is imperative that the Name, SSN, and DOB are identical. If an employee changes their name, or a new EDIPN is issued, the same procedures apply. The employee may not get past the username and password login screen or may receive an SQL error. If an employee is unable to get past one of those screens, the site should review when the HR account was created and if the EDIPN would have been loaded yet. If it has not, please ask the employee to wait until the EDIPN is loaded. If the DMHRIS Login Error and solution is not listed above, please send the user's name and information on [DMHRIS Log-in Error Form](#) to AMPO, attention Sonja Bell, Sonja.d.bell4.civ@mail.mil, or Debra De La Garza, debra.a.delagarza.civ@mail.mil, and MEPRS Army Func Spt (usarmy.jbsa.medcom-usamitc.mbx.meprs-army-func-spt@mail.mil).

AMPO DISCREPANCY REPORTS

AMPO will no longer be providing the cause for the discrepancy when publishing the AMPO Discrepancy Report. In December 2011 AMPO held two Defense Connect On-line training sessions on refreshing the discrepancy queries with direction that each MTF will need to refresh these queries following transmission of data to identify discrepancies. Refreshing of these queries cannot take place on the same day of the transmission, but must be accomplished on a subsequent day. The MTF MEPRS staff will need to refresh these queries and identify the discrepancies in the monthly narrative, Item 2 – Items of Non-Compliance, sub-para h) AMPO Discrepancies.

Additionally, MTF MEPRS staff must refresh the MEPRS CODE Occurrence RPT Master report to identify the cause of the discrepancy. The MEPRS CODE Occurrence RPT Master is available for refresh in the EAS Repository, Army folder.

The monthly narrative is due to AMPO No Later Than three working days following the date data was transmitted. This allows MTF MEPRS staff time to refresh the queries, identify the discrepancies, and determine the cause or provide a justification to be included in the monthly narrative.

AMPO will continue to publish the discrepancy report and will enter an "R" indicating the discrepancy is Under review by the MTF MEPRS Analyst for all new discrepancies. Only after the MTF has submitted the narrative with the cause/justification will we post the comments and make the determination of the discrepancy validity by entering the code as defined in the report. AMPO will not accept separate e-mails with the cause or justification, this must be included in a monthly narrative or a subsequent submission of a narrative.

FY15 MEPRS AUTOMATED TOOLS AND FMIS MEPRS MODULE

Coming Soon! DMHRSi Data Check Tool and Financial Reconciliation Tool FY15. Beginning 1 November 2014, the deployment of AMPO Tools will assist with MEPRS Processing, Data Quality and provider productivity.

The Army MEPRS Program Office Website <http://www.ampo.amedd.army.mil> will be incorporated in the FMIS <https://medcom-fmis.amedd.army.mil/> which will also be the new home of our MEPRS section which will include Metrics by service line. Our goal is to provide actionable data that will allow MEPRS personnel to find abnormally with the processing month data and fix the issues before MEPRS transmission. Deployment of WMSNi 2.0 is tentatively schedule for the 3rd week of October FY15. WMSNi 2.0 will allow Nursing to capture patient's being sent to the inpatient ward from an Outpatient or Ancillary location for care, thus capturing the minutes of Service and providing a manual spreadsheet to populate the dataset.

DMHRSi TIMECARDS

AMPO continues to receive emails disputing delinquent DMHRSi timecards that appear on the AMPO DMHRSi Timecard Status/Compliance Report. Remember that in order for AMPO to consider not counting a timecard as delinquent, it must be submitted as "stuck" to AMPO NLT COB Wednesday (2359 CST) prior to the 16th day after the end of the pay period. Anything submitted after 2359 Central standard time, will count as delinquent, if it is not in an approved status when AMPO runs the DMHRSi Timecard Compliance report. Please remember timecards are considered delinquent if not in an approved status due to a mistake on the employee's HR record, more than one HR record, or if a timecard is not approved by the suspense due to the non-availability of a timecard approver. Non-availability includes when timecard approvers uses the vacation rule instead of providing work list access to two alternate timecard approvers thus causing timecards not to be approved by the suspense. Also remember messages must be addressed only to Debra De La Garza, debra.a.delagarza.civ@mail.mil, and MEPRS Army Func Spt (usarmy.jbsa.medcom-usamitc.mbx.meprs-army-func-spt@mail.mil). Messages that include anyone else, including your AMPO Analyst, should/will be returned without action for correction. All AMPO Analysts have access to MEPRS Army Func Spt and if necessary, can see your email there.

FY15 FUNDING GUIDANCE LETTER—ANNEX C

An updated Annex C to the FY15 Funding Guidance Letter has been published and is posted to the AMPO webpage. The update removed the requirement to convert Standalone Labor and Delivery Wards in Inpatient Ward utilizing MEPRS FCC A_X* to use of DGE. The impacts of converting these work centers to using DGE* was not fully vetted through multiple sources and as a result is being removed as a requirement.

No Q & A for the Month of October

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
Debra Ucab	Gordon, DDEAMC	25 Aug 2014
Patricia Hammond	Gordon, DDEAMC	22 Sep 2014
Andre Martin	Sam Houston, BAMC	22 Sep 2014
William Miles	Bragg, WAMC	6 Oct 2014

Farewell

Employee	Site	Date
Chelsea Farias	Sam Houston, BAMC	26 Sep 2014
Marie Palmieri	West Point, KACH	30 Sep 2014
Dorothy Lawrence	West Point, KACH	30 Sep 2014
Andre Martin	Gordon, DDEAMC	19 Sep 2014
Cassandra Ashman	NRMC HQ	10 Oct 2014