

Army MEPRS Program Office Newsletter

Bacon's Bits

September 4, 2013

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Thank you to everyone who participated in the DCO sessions on the FY14 Policy and Guidance Letter. Your feedback was greatly appreciated and we have incorporated a lot of your changes and recommendations into the policy letter, especially in the nursing and behavioral health templates. Our policy letter is still in draft; however, we are expecting a signed copy in the next few weeks. All the FY14 guidance and tables (with the exception of the policy letter) are located on the AMPO web site.

Also, thank you for your feedback on the different dashboards that you would like to see included in the DMHRSi business objects environment (once it is stood up) that will make querying the DMHRSi data much easier. Some of the recommendations we received include PCM labor availability, a provider roster, contractor FTE data, HR management data, and on hand strength versus requirements and authorizations report.

We are almost finished with our Financial Reconciliation Automation initiative that will assist the users beginning with the importing of the GFEBs Source of funds, 218 Report and the Financial Pure Report from EAS. Once the files are imported, features within the Tool will assist with the calculation and manual adjustments currently being performed by the field and then finalize the reconciliation process. The model will check the difference between the Source data and the Financial Pure Report from EAS. The Reconciliation report will be generated and submitted to your analyst each month. Financial Recon and DMHRSi Data Check Tool will be tested in the coming months with FY14 processing implementation.

Tim asked me why I haven't mentioned anything about shoes lately. So, a man walks into a shoe store, and tries on a pair of shoes. 'How do they feel?' asks the sales clerk.

'Well they feel a bit tight,' replies the man.

The assistant promptly bends down and has a look at the shoes and at the man's feet. 'Try pulling the tongue out,' the clerk says. 'Well, theyth sthlll feelh a bith tighthth.'

Have a great month!



BEST-OF-THE-BEST Data Reporting Month of June 2013

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 FY08-FY12 (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:

WOMACK ARMY MEDCEN
HATTIE FEDOCK & STAFF

EXCEPTIONAL EFFORTS!

BEDDED:

IRWIN ACH-Ft RILEY
KATHRYN ALBRECHT & STAFF

CONGRATULATIONS!

UNBEDDED:

LYSTER ARMY HEALTH CLINIC
KATHY KELLEY & STAFF

AWESOME JOB!

PAYROLL RECONCILIATION PROCESS

The reconciliation of the DCPS payroll to the civilian DMHRSi timecard is a three part process. DMHRSi timecards will start reconciling no later than 10 days after the end of the pay period. Sometimes you see them reconciling before the 10 days but the standard is 10 days and all of our timecard compliance timelines are based on that. The first part of this process is when DCPS processes civilian payroll. This process is completed by the Friday after the end of a pay period. Once civilian pay is processed in DCPS, the data is sent to DMHRSi which creates the Payroll Actual File. Reconciliation does not start until DMHRSi receives the Army, Air Force, and Navy Payroll Actual Files.

The second part of this process is when the Payroll Actual File reconciles against the civilian DMHRSi timecards. As the system reconciles the civilian timecards, it places the timecards in another file waiting for the notification process to start.

The third part of this process is the notification process. Notifications are not sent out in a specific order and due to the large volume of notifications to be sent out, this portion of the process can take up to 72 hours to complete.

DMHRSI ROLE REQUESTS AND LOGIN ERRORS

The AMPO points of contact for DMHRSi Role Requests and DMHRSi Login Errors have changed.

DMHRSi Role Requests

Email: Ms. Sonja D. Bell, Sonja.d.bell4.civ@mil.mil and the MEPRS Functional Mailbox only. Sonja will now respond to and assist you with these requests. The current DMHRSi Role Request Form is on the AMPO website, under Forms.

DMHRSi Login Errors

Email: Ms. Debra A. De La Garza, Debra.a.delagarza.civ@mail.mil and the MEPRS Functional mailbox only. Debbie will now respond to and assist you with these requests. Please continue to use the DMHRSi 401 Error Form for all DMHRSi Login Errors. This form is located on the AMPO website, under Forms. This includes assistance with end-dated accounts, 401 errors, and unfamiliar errors users and the SAA are receiving when resetting the user's account.

UNDERSTANDING PATIENT CENTER MEDICAL HOME PRACTICES AND THE ATTACHMENT 3

Under medical home, each site is authorized a certain number of certifications/licenses for medical home. Each certification/license equals a medical home practice. Before you submit an Attachment 3 document for medical home, you must know how many practices your site is authorized and know what homes are contained within that practice. Sites are submitting multiple Attachment 3 documents for one practice. This has caused some of the medical home names to be incorrect as the practice number is part of the name (example: AMHF01ATEST). The practice number is the 01. In addition, the number of practices also affects the MEPRS Code/FCC. If you have a practice that contains primary care and pediatrics, the MEPRS Code/FCC will be BGZ. Submitting multiple Attachment 3 documents, for that one practice, has resulted in the approval of BGZ and BDZ MEPRS Codes/FCCs which will need to be corrected. Your site and regional medical home POCs know how many practices have been approved for your site and they know if you have been approved for Soldier Centered Medical Home (SCMH), Community Based Medical Home (CBMH) or Patient Centered Medical Home (PCMH) or if one of your practices contain both SCMH and PCMH.

AMPO has posted a list of the practices for each site and whether they are S=SCMH, C=CBMH, P=PCMH, or B=both SCMH and PCMH on the AMPO website at <http://www.ampo.amedd.army.mil/PCMH/PCMH.html> Please check that list before submitting an attachment 3 document for a practice and ensure you are only submitting what is listed for your site.

When adding a home to an existing practice, resubmit the original approved Attachment 3 document with the added homes. Sites should only have one Attachment 3 document per practice and that one document should contain all of the information for that practice.

EBC*-CHILD DMIS BRANCH CHIEF OR AMH CHIEF DATASETS

Please review the setup of the Administrative EBC* dataset Includes and Excludes list for both MEPRS Code/FCC and DMIS ID. Some MTFs have Administrative EBC* datasets that are allocating to only one Outpatient/Ambulatory "B" MEPRS Code/FCC within the same DMIS ID. This indicates the Child DMIS ID Branch Chief or Army Medical Home (AMH) Chief has oversight of only one work center. When the staff of the Outpatient/Ambulatory "B Account" work center is reporting hours to the Administrative EBC* MEPRS Code/FCC, the associated costs are being re-allocated back to the one supported Outpatient/Ambulatory "B Account" work center. This is an unnecessary step in allocation.

When there is only one MEPRS Code/FCC listed in the MEPRS Code/FCC Includes List, there should not be an Administrative "EBC*" MEPRS Code/FCC.



Question: I have two employees that did not enter a timecard because human resources did not enter them into DMHRSi until after I imported my DMHRSi file into EAS. Should I have them enter a timecard for the days they were working during the month I've already processed?

Answer: The data must match when it's pulled from EAS and DMHRSi. If you make changes in DMHRSi, you must make the same changes in EAS. Changes you make in DMHRSi, after you have transmitted a month, must be changed in EAS and retransmitted.

No Hail or Farewells for the month of September