

**WC 201**

**Component Actions  
in  
\*WCMENU**

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## CM Claim Information Module

COMMAND	MODULE DESCRIPTION
CLA	CLAIM ACCESS
CLC	CLAIM COMMENTS
CLU	CLAIM UPDATES
CTS	CLAIM TRANSACTION SUMMARY

The claim information module contains commands that provide information about one claim as indicated below:

- CLA summarizes the claim
- CLC contains factual comments about the claim
- CLU tracks updates to a claim
- CTS sums the claim's transactions

**CLA Claim Access**

Claim: 9309999 SSN: 555555555 Injury: 05/13/93 Dis: 05/14/93 Return: 02/01/94  
 Name: TAMOBU, NULAU D. BUILDING ATTENDANT II  
 Description: (L) KNEE, BACK/FELL WET STAIRS Severity: 5 FAD Type: R

	Injury	Work	Dates	Addr	Safety	Comp	Tran	Docs	Diary
Mark boxes-->	_	_	_	_ 1	_	_ Y	_ Y	_ Y	_ Y
Claim Status.....: O				OPEN		TWCC Nbr: 7132549AU			
Comp Open/Closed: C				12/01/94					
Med Open/Closed.: O				Planned:		Total Cost.....:		27025.90	
Status Comp Benefits: ____				Comp Days: 536		Sett. Cost.:			
						Med. Cost..:		10231.19	
Atty				Doctor		Witness		Subroga	
Mark boxes--->				_ 2		_ 1		_	
						Adjuster		Indem. Cost: 16794.71	
								Other Cost.:	

The Claim Access (CLA) command main screen shows basic information about the claim. The two rows of "mark-boxes" will "pop-up" additional information or take you to another command in \*WCMENU.

Type CLA in the Command field, the claim number in the Claim field, and then press Enter to reach the CLA. PF4 will also take you to the CLA from the main screen of any command (except the CLA itself, where PF4 takes you to the CLC).

**Main Screen**

Dis: 05/14/93 Return: 02/01/94

The date disabled shown on this screen is the Actual First date disabled (see Injury Pop-up, below). The return to work date is the first return to work after this first actual date disabled.

Claim Status.....: O OPEN

The Claim Status reflects the current activity on the claim. The possible values of Claim Status are listed in Appendix 2.

Comp Open/Closed: C 12/01/94  
 Med Open/Closed.: O Planned:

Below the Claim Status are the payment statuses. An "O" (for "open") indicates compensation benefits or medical bills will be considered for payment. A "C" indicates compensation or medical payments are closed. If closed, the date closed is to the right of the payment status. Planned indicates the date medical payments are scheduled for closing.

Total Cost.....: 27025.93

The sums reported are expended totals for the claim. These totals are adjusted each time a transaction is posted to our account.

## Pop-ups (CLA)

### Injury

FAD Type:        Time of Injury: 19930513220000 Reported: 19930513000000  
 Disabled - FAD: 19930514    Creator: PPRPT    Phone: 512-555-9999  
       Actual First: 19930514        Dept:            Phone:    -    -  
           Latest: \_\_\_\_\_        Compond: PNWCI    Phone: 512-555-9999  
           Death:                    System: PSSYS    Phone: 512-555-9999

Sex: F Born: 19290802 Race: W Ethn: O English: N Marital: M Children: 00

Reg Job: Y Emp Premises: Y Worksite: 17    STEPS, STAIRS, RAMP, DOORS  
       Nature: 06    BRUISE  
 Type Inj.: 10    OCCUPATIONAL INJURY  
 Body Part: 64    (L) KNEE  
       Cause: 22    WET STAIRS  
 Acc. Type: 33    FALL/SLIP - ON SAME LEVEL  
 Acc. Agnt: 22    STAIR STEPS/INCLINES  
 How & Why: SLIPPED ON STAIRS, BRUISED LEFT KNEE

Supervisor: GOKXOR,                    NAJXUOR  
 Paid in full for injury date:        File Location: \_\_ \_\_\_\_\_

The Injury pop-up summarizes the injury portion of the FAD.

The three disabled dates are FAD (Employer's First Report of Injury) Date Disabled, the date originally reported as the first date of disability; Actual First, the same as the FAD date unless the date originally reported was wrong; and Latest, the first date of disability in the most recent period of disability (Latest will only be used if the employee returns to work and then loses time again related to this injury).

**Work**

Date Hired.....: 19020124 Hired in Texas: Y Dept: PP  
 Current Position..: 19020101 Job Class Code:  
 In Occupation.....: 19020101 Occupation: BUILDING ATTENDANT VII

\*FAD\* Pay Rate: 436.23 Period: W Paid in full for date of injury?  
 Hour Per Week:  
 Last Paycheck: for 000 hours/days  
 Fringe Benefits: 261.14 Period: M

Length of Employment: 5 3 TO 5 YEARS  
 Department: 33 PHYSICAL PLANT/GENERAL  
 Job Classification: 06 TECHNICIAN  
 Worksite: THE UNIVERSITY OF TEXAS AT AUSTIN  
 Street: 2613 WICHITA  
 City: AUSTIN State: TX Zip: 78713  
 County: TRAVIS

\*Return First: 19950417 (YYYYMMDD)  
 to Latest: (YYYYMMDD)  
 Work\* Wage: 436.23 Period: W (W=weekly)

The Work pop-up summarizes the employment portion of the FAD.

The First return to work date is the date the employee returned to work after the initial (or only) period of disability. The Latest return to work is the most recent return to work date from a secondary period of disability.

The Wage is be the employee's wage after the most recent return to work.

**Dates**

DATE	LOGON	HISTORY	DATE	LOGON	HISTORY
19950525	*WCS0	LAST ACTIVITY	19930519	PSSYS	BOARD REC'D REPORT
19930518	PPRPT	CREATION			PREHEARING
		DEPT APPROVAL			FORMAL HEARING
19930518	PNWCI	COMP APPROVAL			COURT
19930519	PSSYS	SYST APPROVAL			-unused-
19950525	*WCS0	LAST SENT OUT	19930514	*WCSC	FAD DATE DISABLED
		MED CLOSED			TWCC TRANSMISSION
19941201	PSSYS	COMP CLOSED			PLANNED MED CLOSED
		CLAIM CLOSED			LATEST DISABLED
19930519	PSSYS	LABEL PRINTED	19950417	PSSYS	LATEST RTW

The Dates pop-up displays activity dates related to the claim. When the logon begins with an asterisk, e.g., "\*WCS0", that date was added to the database by a computer program. Otherwise, the logon indicates the person who entered the date or performed the action.

**Addr**

```
>> Part of original First Report <<
Claim: 9301791 Type: ED                               Sequence: 1

Action: _ ("A"dd,"C"hange,"D"elete)
Name Last, First Mid, Suf: TAMOBU, NULAU D. _____
Business Name: _____
Type: _____
Mailing Address: Street: 118 WASHINGTON _____
Street: _____
Updated by City: AUSTIN _____
PSSYS State: TX Zip: 78799____
on 11/04/94 County: TRAVIS _____
Phone: 5125559999 _____
FAX: _____
ID Numbers SSN: 999999999 State : _____
Vendor: _____ Federal: _____
License: _____ License Date: _____

WCMEMT PF5 for another record PF4 to return to CLA WCMPCIO4
```

The Address pop-up allows you to view addresses for the employee and to add new addresses. The number next to the mark box on the CLA main screen indicates how many addresses are currently on file.

When there are already addresses on file, you will be presented with a list of them. Mark an existing address to view or press Enter to add a new record.

While viewing an address you may press PF5 to return to the list of addresses or PF4 to return to the main screen of the CLA. You may also be able to "A"dd, "C"hange, or "D"elete addresses, depending on your security status.

The first address can only be entered or changed on the FAD.

### Safety

#### Machine causing injury

Type of machine: \_\_\_\_\_

Power supply: \_\_\_\_\_

Part of machine: \_\_\_\_\_

Safety in use : \_ (y/n)

Safety Regulation in use: \_\_\_\_\_

Failure to use Safety : \_ (y/n)

The Safety pop-up contains information that might be useful to safety officers in determining how best to prevent future injuries. The information is entered here or in the FAD.

### Comp

The Compensation mark box has a "Y" next to it if the employee has had compensation payments on this claim. Marking the box with an "I" will take you to the T1I command for viewing compensation transactions. Marking the box with anything else will take you to the HRT command (with the exception of "?", which is reserved for help).

### Tran

The Transaction mark box has a "Y" next to it if the employee received any type of payment on this claim. Marking the box with an "E" will take you to the T1E, with an "I" will take you to the T1I, marking with anything else will take you to the T1D.

### Docs

The Documents mark box will have a "Y" next to it if there are any forms related to the claim on file besides the First Report. Marking the box will take you to the SL1, where these forms will be listed in date order from the starting date in the command line.

### Diary

The Diary mark box will have a "Y" next to it if there are diary entries on file. Marking the box will take you to the CLC, but pressing PF4 will also take you there from the CLA main screen.

### Atty

The Attorney pop-up behaves exactly as the Address pop-up and is used to record the employee's attorney(s).

### Doctor

The Doctor pop-up behaves exactly as the Address pop-up and is used to record the employee's doctor(s).

**Witness**

The Witness pop-up behaves exactly as the Address pop-up and is used to record the witness(es) to the injury.

**Subroga**

The Subrogation pop-up behaves exactly as the Address pop-up and is used to record any third-party involved in subrogation actions on this claim.

**Adjuster**

The Adjuster pop-up provides a place for UT System adjuster actions.

## CLC Claim Comments

The CLC - Claim Comments command is used to record factual information about a claim. It can be accessed by typing CLC in the Command field and the claim number in the Claim field. If the Date field contains a valid date it will start from that date, otherwise it should appear to start from the beginning of \*WCMENU's existence (06/03/94), though the comments may actually be older.

To enter a comment, type starting at the first open line and continue without skipping lines. If you run out of room on the page, press Enter to put your comments on the database, then Enter again and you should get more room. CAUTION: If you leave the CLC without hitting Enter, your comments may be lost!

By convention, we start the first line of a comment with a "<" symbol and end the last line of the comment with a ">" symbol. This allows the reader to see where a comment begins and ends more easily.

Example:

```
19950519 PSPFC <THESE ARE COMMENTS ENTERED IN ONE DAY, THEY CAN BE IDENTIFIED_  
19950519 PSPFC BY THE WAY THEY ARE OPENED AND CLOSED WITH SYMBOLS>_____
```

All the information recorded in the CLC should be factual and non-subjective. CLC notes will probably be discoverable in a lawsuit against UT System. Each comment is stamped with the logon-id of its creator and becomes permanent the next day. Be prepared to defend any comments you make.

Entering a note in the CLC does not constitute notification to the adjuster, as he/she may not necessarily go to the CLC of every claim regularly. If you have entered important facts in the CLC or have information that may be inappropriate for the CLC, please notify the UT System adjuster by \*TXMAIL (PF14), phone, or fax.

## CLU Claim Updates

The CLU - Claim Updates command shows who has been taking action on a claim and in what area. It can be accessed by typing CLU in the Command field and the claim number in the Claim field. If the Date field contains a valid date it will start from that date, otherwise it should start from the beginning of \*WCMENU's existence (06/03/94).

```
COMMAND: CLU CLAIM: 9309999 SSN: 555555555 FISCAL-YEAR: 1994 95 PAGE: 1 OF 1
NAME(L, F M): TAMOBU, NULAU D. _____ STAMP: _____
DATE: 19950501 TIME: _____ MONTH: MAY SEQUENCE: 00000 VEN-ID: _____
ACCOUNT: _____ VOUCHER: _____ DOC-ID: _____ TWCC NBR: 93108649AU
=====
```

DATE	LOGON ID	AREA UPDATED / UPDATE
19950517	PSTML ST	TS
19950518	PSTML	CO SA
19950519	PSTML	TS CO
19950519	DPSPW	TS
19950522	PSTML	SA
19950522	PSPFC ED	CO

To interpret the codes, use PF6 help or the list below:

### Update Code Values

AT Attorney Data	RW Return to Work
CO Comments (CLC)	SA Supplement Forms
CP Compensation	SC Summary Codes
DA Board Dates/Planned Med Clo	SF Safety info
DR Doctor Information	ST Status changes
ED Employee Address	SU Subrogation Data
EI Employment Information	TS Transactions
II Injury/Illness Information	VI Vendor Information
OT Other	WI Witness Information
RE Reserving	WS Worksite Information

## SM Supplemental Documents Module

SL1,SLS Supplement Record Listings by Claim (SL1),  
 SLC,SLD System (SLS), Component (SLC),  
 SSS and Department (SLD), and Stamp (SSS)

S23 WCI 23 - Request For Paid Leave  
 SWG TWCC 3 - Employer's Wage Statement  
 SR6 TWCC 6 - Supplemental Report of Injury  
 SA1,SA2 TWCC 21 - Payment of Compensation or  
 SA3,SND Notice of Refused/Disputed Claim  
 S66 TWCC 66- Pharmacy Bill  
 S67 TWCC 67- Medical Provider Bill  
 S68 TWCC 68- Hospital Bill

The Supplement module contains all forms in \*WCMENU except the FAD. They can each be accessed directly or from the supplement listing commands.

To access supplement documents directly, type the appropriate command (S23,SWG,SR6,...) in the Command field and the employee's claim number in the Claim field. If the employee has a record of that type, you will be presented with a list. To create a new form, press Enter. To select an existing one, mark the box next to it and press Enter. If you know the date, time, and sequence of the form, you can go straight into the form.

To access supplement documents from a supplement listing command, type the appropriate listing command (SL1,SLC,...) in the Command field and the start date in the Date field. To avoid listing the medical bills, blank out the Include Med field above the listing. To avoid listing the compensation forms, blank out the Include Comp field above the listing.

= = = = = Include Med: X      Include Comp:      = = = = = Excl'd

Supplement listing screens have multiple pages. Change the page number to view other details of the records listed. Once you have found the form you are interested in viewing, mark it and press Enter.

When adding or changing most supplemental forms, a mail message is sent to the component WCI representative and to UT System. Try to avoid changing the record excessively, because each message will have to be reviewed by the recipients.

## TM Transaction Module

```

COMMAND  MODULE DESCRIPTION
-----
T1D      CLAIM TRANSACTIONS BY DATE, SEQUENCE
T1E      MEDICAL PROVIDER PAYMENTS
T1I      INDEMNITY/COMPENSATION PAYMENTS
T1N      CLAIM TRANSACTIONS BY PAYEE NAME

TCC      COMPONENT TRANSACTIONS BY CLAIM
TCD      COMPONENT TRANSACTIONS BY DATE
TCI      COMPONENT TRANSACTIONS BY VENDOR ID
TCN      COMPONENT TRANSACTIONS BY PAYEE NAME
TCV      COMPONENT TRANSACTIONS BY VOUCHER

```

The Transaction module contains commands for listing transactions. All the listing commands share the same screens (pages) but access the database differently. The T1M commands list transactions for one claim or one payee in date order. The TCM commands list transactions for one component in claim, date, vendor id, payee, or voucher order.

Change the page number in the command line to view other details of the listed transactions.

Each command also has a series of mark boxes between the command line and the listing that allow you to specify what types (settlement codes) of transactions you want included in the listing.

By marking the box after a category, you tell the program to include that type of transaction. Settlement codes are listed in Appendix 3.

```
== Comp X Med X MCM _ Oth X TI* X II* X SI* X LI* X DI* X St0 _ ExclD ==
```

Comp	=	All compensation payments
Med	=	All medical payments except MCM fees
MCM	=	Medical cost management fees
Other	=	Payments not directly compensation or medical
TI*	=	Temporary income benefits
II*	=	Impairment income benefits
SI*	=	Supplementary income benefits
LI*	=	Lifetime income benefits
DI*	=	Death income benefits
St0	=	If this is not marked, all status 0 transactions, regardless of their type will be excluded. If marked, only those status 0 that meet the other criteria will be included.
ExclD	=	The number of transactions excluded while filling up the current listing. If this number is more than 1000, the listing will stop. If this happens, please refine your criteria by including other types or changing the command line information.

Sometimes you will not be able to select a type. For instance, you cannot include Comp payments on the T1E - List Medical Transactions for One Claim. If you cannot select the type you want, try using a different command (T1I, or T1D in this example).

## AM Account Module

ACA	ACCOUNT COMPONENT ACTIVITY FOR ONE MONTH
ALA	ACCOUNT LISTING OF ACCOUNTS
ARB	ACCOUNT RECONCILED BALANCES FOR MONTH
ARE	ACCOUNT RECONCILED EXPENDITURES FOR MONTH
ASB	ACCOUNT SYSTEM BALANCES FOR MONTH
ASE	ACCOUNT SYSTEM EXPENDITURES FOR MONTH
AYB	ACCOUNT YEAR BALANCES FOR COMPONENT
AYE	ACCOUNT YEAR EXPENDITURES FOR COMPONENT

The Account Module contains breakdowns of the transactions in \*WCMENU for a given component, purpose, range of time, and account.

In fiscal year '94-'95 our account is 9405402900121. Note that the calendar year that begins the fiscal year is the start of our accounts, while our claim year is the calendar year that ends the fiscal year. The third character of the account is the component 0, because UT Austin Accounting handles our account. The other 10 characters are the actual account number. We sometimes refer to this 13 character account number as FY-Comp-Account.

## ALA Listing of Accounts

COMMAND: ALA CLAIM: \_\_\_\_\_ SSN: 000000000 FISCAL-YEAR: 1985 86 PAGE: 1 OF 1  
 NAME(L, F M): \_\_\_\_\_ STAMP: \_\_\_\_\_  
 DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ MONTH: MAY SEQUENCE: 00000 VEN-ID: \_\_\_\_\_

FY-C-ACCOUNT	TRANS	MONTH	STATUS	EXPENDITURES	RECON.	EXPENSES
_ 8505402900129		66 MAY	C	611.49		611.49
_ 8605402900129		82 MAY	C	573.28		573.28
_ 8705402900129		134 MAY	C	2,320.66		2,320.66
_ 8805402900129		220 MAY	C	890.68		890.68
_ 8905402900129		225 MAY	C	4,142.13		4,142.13
_ 9005402900129		282 MAY	C	2,986.21		2,986.21
_ 9105402900121		2 MAY	C			
_ 9108902900121		255 MAY	C	1,522.45		1,522.45
_ 9205402900121		134 MAY	C	648.62		652.50
_ 9205402900129		1 MAY	C			
_ 9208902900121		2 MAY	C			
_ 9305402900121		126 MAY	C	314.40		314.40
_ 9405402900121		125 MAY		286.35		

9 UT System

The ALA - Listing of Accounts command shows all the accounts, starting from the Fiscal-Year field in the command line, that have transactions in \*WCMENU.

The totals in the "Expenditures" and "Reconciled Expenses" columns are for the component in the Component field (lower command line) for the period in the Month field (upper command line). The values for the month here, and through most of the account module, are SEP, OCT, NOV, DEC, JAN, FEB, MAR, APR, MAY, JUN, JUL, AUG, THR, and BAL. THR is the thirteenth month, the reconciliation done to an account after the close of the fiscal year. BAL is the balance, the total for all thirteen months.

Status "C" indicates that the period is closed to all updates.

Expenditures are the transactions posted (requested to have checks cut) between the beginning and end of a period. The transaction column is the count of expended transactions. "Reconciled expenses" are the sum of the transactions assigned to the period by the Accounting department. Marking the "mark box" to the left of the account with an "A" or "C" will take you to the ACA command, "S" to the ASE, "R" to the ARE, and anything else to the AYE.

**ACA Component Activity for One Month**

BAL 94-95 BALANCES FOR 9 UT System			
EXPENDITURES	BAL	RECONCILED	STATUS:
BAL-FWD		BAL-FWD	
ORIG BUDG		ORIG BUDG	
TRAN ADJ		TRAN ADJ	
INCOME		INCOME	
EXPEND TOTAL	12,395.76	EXPEND	12,173.41
INDEMNITY	5,850.01	INDEMNITY	5,850.01
MEDICAL	5,949.75	MEDICAL	5,669.40
MED-COST-MGT	596.00	MCM	654.00
SETTLEMENT		SETTLEMENT	
OTHER		OTHER	
BALANCE		BALANCE	

The ACA - Component Activity command shows activity for a period at one component. It finds the information based on the Fiscal-Year, Month, Account, and Component fields of the command line. For security statuses that begin with "D" or "C", the Component field is not changeable. For "S" security statuses, component "@" is all components.

The EXPEND breakdowns reflect the expended and reconciled totals for the period in the command line. The Balance Forward, Original Budget, Transaction Adjustment, and Income fields are currently unused.

**AYE Account Year Expenditures for Component**

EXPENSES	1994	SEP	2,702.77		RECON.	SEP	2,641.12
		OCT	2,581.21			OCT	2,712.86
		NOV	1,903.47			NOV	1,903.47
		DEC	3,148.92			DEC	2,484.92
	1995	JAN	1,345.32			JAN	2,009.32
		FEB	78.00			FEB	66.00
		MAR	253.20			MAR	253.20
		APR	96.52			APR	102.52
		MAY	286.35			MAY	
		JUN				JUN	
		JUL				JUL	
		AUG				AUG	
		THR				THR	
		BAL	12,395.76			BAL	12,173.41

The AYE - Account Year Expenditures for Component command shows activity for a fiscal year at one component. It finds the information based on the Fiscal-Year, Account, and Component fields of the command lines.

Breakdowns are available by changing the Page field of the command line. These same pages will apply to the ARE and ASE.

Page	Content
-----	-----
1	Total Expenses
2	Indemnity
3	Medical
4	Medical Cost Management
5	Settlements
6	Other types, including adjustments

**AYB Account Year Balances for Component**

The AYB - Account Year Balances for Component command works just like the AYE, but has different pages. These same pages will apply to the ARB and ASB.

Page	Content
-----	-----
1	Total Expenses
2	Balance Forward
3	Original Budget
4	Adjustments
5	Income
6	Free Balance

### ASE System Expenditures & ARE Reconciled Expenses

MEDICAL COMPONENTS			ST	ACADEMIC COMPONENTS			ST
A	UT Can Ctr	1,285,684.38	C	0	UT Austin	1,484,005.22	C
B	UT Med Br	1,427,061.43	C	1	UT Arling	376,377.24	C
C	UTHSC Hous	615,810.33	C	2	UT El Paso	924,098.70	C
D	UT SouthMC	1,015,165.10	C	3	UT San An	279,606.63	C
E	UTHSC San	545,890.04	C	4	UT Pan Am	280,545.61	C
F	UTHC Tyler	587,014.64	C	5	UT Dallas	212,483.37	C
G	HC Psy Ctr	11,426.06	C	6	UT Tyler	36,289.35	C
				7	UT Permian	23,711.33	C
				8	UT Brown	43,469.25	C
				9	UT System	13,482.72	C
				@	UTSYS WIDE	9,162,121.40	C

The ASE - System Expenditures and the ARE - Reconciled Expenses commands show the same information as the AYE, but for the whole system. It finds the information based on the Fiscal-Year, Account, and Month fields of the command line. In the Month field you may specify quarters, 1ST, 2ND, 3RD, 4TH, as well as the month options of the AYE. The page options are the same as the AYE. The ASE command shows expenditures in a period. The ARE shows reconciled expenses in a period (see AYE above for definitions).

### ASB System Balances & ARB Reconciled Balances

The ASB - System Balances and the ARB - Reconciled Balances commands are system-wide equivalents of the AYB. Like the AYB, they are currently unused.

## RM Report Module

RCA	Actuarial Report	- Five Years - System Only
RCC	Report on Claims Closed	- One Component or All
RCD	Multiple Claim Quarterly Report	- One Component or All
RCO	Report on Open Lost Time Claims	- One Component or All
RCS	Report on Summary Codes	- One Component or All
RSD	Report on Denials	- One Component
RTA	Expensed Transactions	- One Year
RTI	Indemnity payments for one Claim	- One Claim #
RTR	Transactions for one Component	- One Component
RTS	"SACA" indemnity payments report	- One Week (or more)
RTV	Transactions for one Vendor ID	- One Vendor ID

The Report Module can be used to request reports. These reports are delivered to UT System and sent out by US mail. It will generally take 3 - 7 days to get a report from the RM.

The reports are named according to the file from which they are derived. If the second letter in the command is "C", it is a claim file job, "S" is for supplement (documents), "T" is for transaction.

They have been broken up into sub-modules, the RCM, and RTM.

### RCC Report on Claims Closed

Generate report of all claims closed between \_\_\_\_\_ and \_\_\_\_\_  
for component 9 UT System

The RCC - Report on Claims Closed provides a report of all claims that have a Date Closed within the date range. Specify the date range in YYYYMMDD format and press Enter. You will be asked to confirm submission by typing "Y" and pressing Enter.

The report looks like this:

```

DATE: 05/24/1995  1:29:34 PM          THE UNIVERSITY OF TEXAS SYSTEM
PROGRAM WCPRRCC0 -1                   SYSTEM PERSONNEL OFFICE

                Claims Closed at UT Austin  Between 01/01/95 and 05/01/95

Nbr           Name                      Claim  Date of   SSN      Date
-----
1             Employee, J. H.            9599999 05/13/95 123456789 05/20/95

```



## RCS Report on Summary Codes

Report of Summary Codes for a Claim Year

Claim Year: \_\_

Component: 9

The RCS - Report on Summary Codes command counts all the summary codes on System level approved claims for one claim year and then reports, by code table, the number, percentage, and cost associated with each code.

The report looks like this (considerably condensed):

PROG WCPRESUMR -1

LIBR WCMENU

Office of Human Resources

Summary Code Report for 95 Claim Year

The University of Texas at Austin

WCCS-ACCIDENT-TYPE

=====

Description	Code	Claims		Lost Time		Lost Work		Cost of Claims	
		Claims	%	Claims	%	Days	%	Cost	%
BURN - ACID, CHEMICALS	01	7	1.11%	1	0.70%	0	0.00%	306.11	0.14%

## RSD Report on Denials

Generate report of all claims denied between \_\_\_\_\_ and \_\_\_\_\_  
for component 9 UT System

The RSD - Report on Denials lists the SND command documents (TWCC 21 disputes) created within the date range specified for claims at one component.

The report looks like this:

CLAIM: 9599998 DATE: 05/01/1995 CREATOR: PSSYS LAST ACT: PSSYS  
THIS IS THE DESCRIPTION OF THE REASON FOR DISPUTE WHICH I AM NOT  
ALLOWED TO SHOW YOU BUT WOULD CERTAINLY BE HERE OTHERWISE.

CLAIM: 9599999 DATE: 05/04/1995 CREATOR: PSSYS LAST ACT: PSSYS  
THIS IS THE OTHER DESCRIPTION OF THE REASON FOR DISPUTE WHICH I AM  
NOT ALLOWED TO SHOW YOU BUT WOULD CERTAINLY BE HERE OTHERWISE.



## RTR Transactions for One Component

Component: 9 UT System  
 Transaction Type (M,C,F): \_  
 ("M"edical, "C"ompensation, Medical Cost Management "F"ees)

Sort Order (number 1 to 4)  
 Claim Number.....: \_  
 Posting Date.....: \_  
 Payee.....: \_  
 Settlement Code...: \_

From Date: \_\_\_\_\_  
 To Date: \_\_\_\_\_

The RTR - Transactions for One Component command generates a report of transactions posted (sent to Accounting to have a check cut) in a given date range. The order of how transactions are sorted in the report is determined by how you number the Sort Order fields. Use the number 1 for the field you want to sort first, 2 for the next, etc. If you want your report sorted by settlement code, posting date, claim, and payee, the numbers going down would be 3,2,4,1.

The report looks like this:

```

DATE: 06/01/1995 12:48:38 PM          THE UNIVERSITY OF TEXAS SYSTEM
PROGRAM WCPRRTR0 -1                  SYSTEM PERSONNEL OFFICE
Med Transactions for UT System      Between 01/01/95 and 05/01/95
Sorted: Claim, Posting, Payee, SetCode

          SETT  VENDOR ID  SERV FROM SERV TO
CLAIM    PAYEE  POSTED  CODE          DATE    DATE    AMOUNT
-----  -
9599999  T.I.C.      01/12/95 T66  99999999999999 12/03/94 12/03/94 124.11

```

## **RTS Report of Indemnity Transactions (“SACA” report)**

Create an indemnity report of Status 3-5 transactions:

Components: E3 \_\_\_\_\_ (PSMAW's Components: E3)

Trans. created: From 19960212 to 19960218

Service dates: Exclude before \_\_\_\_\_ and/or after \_\_\_\_\_ (optional)

Settlement codes: X TI\*  
 X DI\*  
 X II\*  
 X SI\*  
 X LI\*

The RTS - Report of Indemnity Transactions (“SACA” report) command creates a report of the indemnity (compensation) transactions for a certain set of Components and covering a specific period. It only includes posted (or about to be posted) transactions with positive amounts.

If you are a Claims Adjuster (SCA) or Claims Assistant (SACA), then the RTS command “knows” which Components you are responsible for. Your Components will show up automatically in the this field. You can change the contents of this field, so that you include compensation transactions for some or all of UT’s 17 Components.

The RTS report includes transactions for a specific period. This period is based on when the transactions were created (the “Batch dates”). In the “Trans. created” field, RTS guesses that you want the current week’s transactions (see 19960212 to 19960218, above). You can specify a different period by changing the “From” date and/or “to” date.

There may be times when you don’t want certain transactions to show up on your RTS report. For example, if you use the RTS report to predict the indemnity payments for the following week, you may wish to exclude transactions that are not regular, week-to-week transactions. One way to do that is to type in a date in the “Service dates: exclude before” field, to exclude lump sum payments for a service period some time ago.

Or let’s say that it is Christmas-time, everyone is about to go on vacation, and so you have vouchered checks for 2 weeks at once. By entering a date into the “Service dates: exclude after” field, you can exclude the transactions for the second week.

The Settlement Code indicates the purpose of the transaction. The Settlement Codes for indemnity payments (compensation) begin with TI, DI, II, SI or LI (which stands for Temporary Income, Death Income, Impairment Income, Supplemental Income, or Lifetime Income). You can include transactions with all 5 of these Codes by leaving the Settlement Code fields marked with “X”s. But if you don’t wish to include transactions with certain Settlement Codes, you can exclude them by deleting the “X” by that Code.

If you include all 5 Settlement Code types, you will actually receive two reports: one with TI\* and DI\*, and the other with II\*, SI\* and LI\* (where the asterisk stands for any letter). So there is a TIBs/DIBs report and a IIBs/SIBs/LIBs report (although the reports include more than benefits, such as attorney's fees, underpayments, etc., it is common practice to refer to a report that includes TIB, TIA, TIU, etc. as a "TIBs report").

The TIBs/DIBs report looks something like this:

02/15/1996 5:16:12 PM THE UNIVERSITY OF TEXAS SYSTEM PAGE 1  
SYSTEM PERSONNEL OFFICE

For: DPSP PROG WCPRTS0-1  
Component: UT Can Ctr Temporary/Death Income Benefits LIBR WCMENU  
Trans. created: 02/05/96 to 02/18/96 (TIB/DIB)  
Exclude Service dates before 02/01/96

Claim Number	Payee Name & Address	Set Cod	Check Amount	Compnstn Rate	Service Period	Comp Days	
95A0327	AARDVARK, HENRY 3023 RIVER BLUFF AVE HOUSTON, TX 77085	TIB	273.84	365.12	02-10-96	02-16-96	7 26:02-20-96
95A0327	BARRISTER, BLOODTHIRSTY 2305 N LOOP WEST #635 HOUSTON, TX 77008	TIA	91.28	365.12	02-10-96	02-16-96	0
95A0327	AARDVARK, HENRY 3023 RIVER BLUFF AVE HOUSTON, TX 77085	TIB	273.84	365.12	02-17-96	02-23-96	7 26:02-20-96
95A0051	ALDERMAN, GANDOLF 2305 N LOOP WEST #675 HOUSTON, TX 77008	TIB	313.88	313.88	02-10-96	02-16-96	0 Missing Disab

The IIBs/SIBs/LIBs report looks sort of like this:

02/15/1996 5:16:13 PM THE UNIVERSITY OF TEXAS SYSTEM PAGE 1  
SYSTEM PERSONNEL OFFICE

For: DPSPW PROG WCPRTS0-2  
Component: UT Can Ctr Impairment/Supplement/Lifetime Income Benefits LIBR WCMENU  
Trans. created: 02/05/96 to 02/18/96 (IIB/SIB/LIB)  
Exclude Service dates before 02/01/96

WCI#	Claimant	Set Amount	Cp Rate	Service	Period	TDL	Deadline	Comments
92A1212	DUMBER, DUMB N. 9647 BEAN COVE HOUSTON, TX 77078	IIB	306.00	306.00	02-17-96	02-23-96	7 08-09-95	More IIBs than allowed
95A0401	NEIGHBOR, LOVE YOUR 2835 FLINT ROCK DR HOUSTON, TX 77067	IIB	165.00	165.00	02-10-96	02-16-96	7	Impair. Rating missing
95A0401	OFFENSIVE, B. NOT 2835 FLINT ROCK DR	IIB	165.00	165.00	02-17-96	02-23-96	7	Impair. Rating missing

HOUSTON, TX 77067

**RTV Transactions for One Vendor ID**

Component: 9 UT System  
 Vendor ID: \_\_\_\_\_

Sort Order (number 1 to 4)  
 Claim Number.....: \_  
 Posting Date.....: \_  
 Payee.....: \_  
 Settlement Code....: \_

From Date: \_\_\_\_\_  
 To Date: \_\_\_\_\_

The RTV - Transactions for One Vendor ID command is constructed in the same way as the RTR except that the selection criteria is narrowed to transactions posted in the date range for one vendor only.

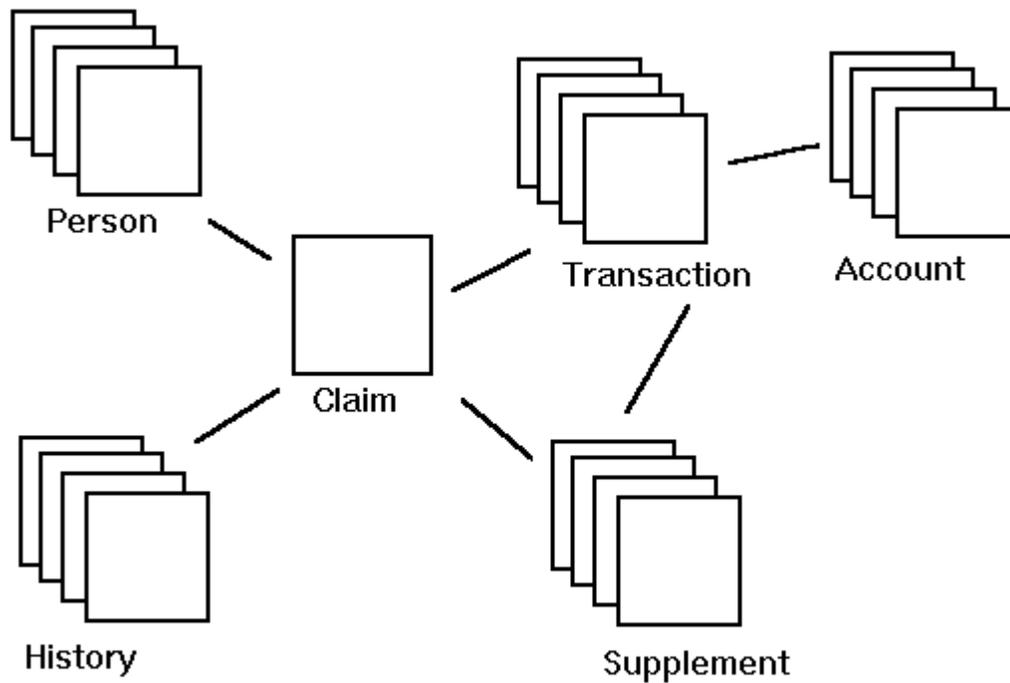
The report looks like this:

```

DATE: 05/23/1995  7:03:59 PM                THE UNIVERSITY OF TEXAS SYSTEM
PROGRAM WCPRTV0 -1                          SYSTEM PERSONNEL OFFICE
Posted transactions for VID 5555555555 Between 19930901 and 19950430
Component: UT Can Ctr
Sorted: Payee, Claim, SetCode, Posting

      CLAIM          PAYEE          POSTED  SET  VENDOR ID  SERV FROM  SERV TO  AMOUNT
-----  -
959999  Bonetrack Chiropract 19950201 T67  555555555555 19950131 19950131 21.42
  
```

## Appendix 1 - File Relationships



The database \*WCMENU runs off consists of six files.

The Claim file has one record for each first report.

The Person file has the names and addresses of the employee, witnesses, doctors, attorneys, etc., related to the claim.

The History file records any updates made to the claim.

The Transaction file contains all the payments related to the claim. It has connections to the Supplement file medical bill records.

The Supplement file contains any documents related to the claim, except for the first report.

The Account file summarizes the transaction file. The sum of the Account file totals equals the sum of all the transactions on the Transaction file that have been paid.

## Appendix 2 - Claim Statuses

The claim status is always "P"ending until the claim is System approved. After approval, the status indicates the general condition of the claim.

CODE	DESCRIPTION
----	-----
C	Closed
H	Historic (Inactive)
O	Open
R	Reopened
D	Denied
A	Audit Medical
X	Exposure
M	Medical only
I	Incident
P	Pending

## Appendix 3 - Settlement Codes (Transaction types)

Settlement codes indicate what type of expenditure a transaction is. It is important to understand the codes in order to make the most efficient use of transaction listing commands and report programs.

Key	Description
----	-----
DIB	COMP - DEATH INCOME BENEFITS
DIU	COMP - UNDER-PAYMENT(DIBS)
DIV	COMP - ADVANCE (DIBS)
IIA	COMP - ATTORNEY FEES(IIBS)
IIB	COMP - IMPAIRMENT INCOME BENEFITS
IIC	COMP - CHILD SUPPORT (IIBS)
IIR	COMP - BANKRUPTCY (IIBS)
IIU	COMP - UNDER-PAYMENT(IIBS)
IIV	COMP - ADVANCE (IIBS)
LIB	COMP - LIFETIME INCOME BENEFITS
LIU	COMP - UNDER-PAYMENT(LIBS)
LIV	COMP - ADVANCE (LIBS)
SIA	COMP - ATTORNEY FEES(SIBS)
SIB	COMP - SUPPLEMENTAL INCOME BENEFITS
SIU	COMP - UNDER-PAYMENT(SIBS)
SIV	COMP - ADVANCE (SIBS)
SUG	COMP - SUBROGATION
TIA	COMP - ATTORNEY FEES(TIBS)
TIB	COMP - TEMPORARY INCOME BENEFITS
TIC	COMP - CHILD SUPPORT (TIBS)
TIR	COMP - BANKRUPTCY (TIBS)
TIU	COMP - UNDER-PAYMENT(TIBS)
TIV	COMP - ADVANCE (TIBS)
AJ	SETT - AGREED JUDGMENT
BA	SETT - BOARD AWARD
CA	SETT - COMMISSION AWARD
CJ	SETT - COURT JUDGMENT
CSA	SETT - COMPROMISE SETTLEMENT AGREEMENT
HRI	MED - MEDICAL REIMBURSEMENT TO ANTHEM

LSP        SETT - LUMP SUM PAYMENT  
REI        MED - MEDICAL REIMBURSEMENT TO CLAIMANT  
SUG        MED - SUBROGATION  
T66        MED - MBMS TWCC 66 PHARMACY  
T67        MED - MBMS TWCC 67 PHYSICIAN  
T68        MED - MBMS TWCC 68 HOSPITAL  
980        MED - MBMS MEDICAL (HCFA 1500) BILL REVIEW FEES  
981        MED - MBMS HOSP BILL (UB82) REVIEW FEES  
982        MED - MBMS PHARMACY BILL (TWCC66) REVIEW FEES  
983        MED - MBMS PRE-AUTHORIZATION FEES  
984        MED - MBMS PPO FEES  
985        MED - MBMS CASE MANAGEMENT FEES  
986        MED - MBMS UTILIZATION REVIEW FEES  
998        MED - INTERNATIONAL REHAB  
999        MED - CORPORATE SYSTEMS  
ADJ        OTHER- ADJUSTMENT  
MDT        OTHER- MEDIATION FEES  
OTH        OTHER- MISC  
PIF        OTHER- PRIVATE INVESTIGATOR FEES