Department of Veterans Affairs
Decentralized Hospital Computer Program

ACCOUNTS RECEIVABLE

USER MANUAL

Version 4.5

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Information Systems Center
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Preface

This manual is designed to provide the Accounts Receivable (AR) user with information necessary to operate the Accounts Receivable Version 4.5 (V. 4.5) software. The AR software allows the following:

- Fiscal Service to manage the debt collection process at a VA facility;
- Bills to be generated in Accounts Receivable using the Billing module;
- Bills to be created by Medical Administration's Integrated Billing (IB) package;
- Bills (once approved at the service level) to be processed by an Accounts Receivable Clerk;
- Calculation of interest charges, administrative costs, and payment schedules to be performed;
- Follow-up letters to be printed.
- The interface with the Financial Management System (FMS) in Austin TX.

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