

STAR 2000™



STAR PATIENT CARE REFERENCE GUIDE Room and Bed OBS Charging Volume

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October 2011

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Preface

The *Room and Bed OBS Charging Volume* of the *STAR Patient Care Reference Guide* describes the functionality related to the STAR room and bed charging and processing of outpatients in a bed or Observation Patient types (OBS).

Documentation Conventions

Documentation for McKesson's STAR 2000™ line of products follows these conventions:

Revisions

Text revisions are indicated by a change bar in the left margin. Paragraphs that contain grammatical changes that do not affect content are not marked.

Canadian Documentation

This volume may include documentation for Canadian users of this product. Complete sections of Canadian text are identified by "CN" and "CN Only."

Key Names

Named keys, such as SHIFT, CTRL, ALT, and ENTER, are displayed in this document in uppercase (capital) letters. A symbol key is written as text in this document followed by the symbol in parentheses, such as hyphen (-) and asterisk (*).

Key Chords

Key chords are key entries that require you to hold down one or more keys (typically, CTRL, ALT, or SHIFT) before pressing another key. In this document, key chords are displayed as the names of each key in the chord separated by a hyphen (-) (for example, CTRL-ALT-DEL).

Enter

ENTER is a key on a computer keyboard used to complete an entry on a STAR system. (This key may also be referred to as NEW LINE or NL in the STAR system.)

Data Entries

Letters or words you enter in response to the system are displayed in **bold** letters in this document. For example: Enter **Y** for Yes or **N** for No.

Selecting an Entry

This document often instructs you to "select an entry." The method you use to select an entry depends on whether you are using STAR from a terminal or IBM-compatible personal computer. Entry methods include:

- Entering the option number
- Using your arrow keys to highlight the option and pressing ENTER
- Clicking on the option using a mouse or other pointing device (PC only)

For more information about these options, see the *General Information Volume*.

Prompts

System prompts are displayed at the bottom of many STAR screens when the system requests an entry or displays a message. In this document, these prompts are indented and the text italicized, as shown in the following example:

Enter patient name--

Field Characteristics

STAR product documentation provides field explanation codes, in addition to a narrative description for each field on a screen. These codes display the maximum length of your entry in the field, the type of entry you make in the field, and whether the field is required. This information displays in the following format:

- DISPLAY ONLY for a field you cannot edit.
- For X-YY-Z field types, where:
 - X is the maximum number of characters permitted in the field:
 - P for a field length determined by a Parameter
 - T for a field length determined by a Table
 - U for a field having an Undefined length
 - YY is the type of entry technique permitted in the field:
 - A for Letters only
 - AC for Letters and Punctuation only (no numbers)
 - AN for Numerals and Letters only (no punctuation)
 - C for Characters (including punctuation)
 - N for Numerals only
 - NC for Numerals and Punctuation only (no letters)
 - Z is the requirement indicator of the field:
 - C if an entry is Conditionally required or optional
 - O if an entry is Optional to complete the function
 - R if an entry is required to complete the function

NOTE: Facilities can designate that certain fields be Required. STAR product documentation does not display R for fields designated as Required by a facility.
- For YY-Z field types, where YY is:
 - DATE for a field subject to the date entry conventions described in the *General Information Volume*.
 - SPECIAL FORMAT for a field having data entry requirements not conforming to standard format. The field definition contains the specific data entry requirements for the field.
 - TABLE LOOKUP for a field that enables you to select from a displayed table. See the *General Information Volume* for more information regarding this entry technique.
 - TIME for a field subject to the time entry conventions described in the *General Information Volume*.

For use of the Z position in this format, refer to the explanations for Z under X-YY-Z

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Chapter 1 - Room and Bed OBS Charging Implementation and Process

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Illustrations

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OVERVIEW

Purpose

The Room and Bed Observation Patient (OBS) process provides functionality related to the STAR room and bed charging and processing of outpatients in a bed or OBS patient types. The process includes the option to generate a charge for each location an OBS patient occupies in a day. Also, another option is provided to generate OBS charges in a day and an inpatient charge for the same day if the patient type is changed. This function is applicable if the patient type is changed from an outpatient in a bed to an inpatient or if an inpatient type is changed to an outpatient in a bed patient type.

Multiple RMB charges are created only if the optional parameter is implemented and for bedded outpatients placed in a timed or incremental RMB. Multiple RMB charges are not created for RMB accommodations set up as simple priced items; however, all room and bed locations statistics and revenue are reflected in the **OBS OM LOS FOR STATISTICS & REVENUE (CFOBSX) REPORT** on page 1-26.

The optional function that creates a charge for an OBS and I/P patient type on the same day when the patient types are changed processes if the parameter is implemented. The patients impacted by this parameter are included in another section of the OBS OM LOS For Statistics & Revenue report on page 1-29.

The following list of functionalities includes the parameters that are accessed in the Auto Adjust Room/Bed field and the description of the report for daily review of statistics and revenue. The parameters in the Auto Adjust Room/Bed field include the optional parameters to allow the system to auto adjust room and bed as appropriate, implement Multiples OBS Charging in a day, and implement OP to IP charges on the same day:

- A parameter to initiate room and bed charges for each location that an OBS patient type occupies during an encounter is available at the facility level. Depending on the movement of the patient (which includes changes to the patient types, accommodation code changes, or transfers), he/she can have multiple room and bed charges generated for a day.
- Observation charges and an inpatient charge are generated on the same date of service the patient type is changed. This includes the OBS patient type changed to I/P patient type and the I/P type changed to an OBS patient type. When the patient is in multiple OBS locations and multiple I/P locations for the same day of service, then only the last I/P location is charged for the I/P charge. If multiple OBS charges are generated on the day of the change patient type, all of the OBS charges generated are retained along with one I/P charge.
- The OP Bed Date and OP Bed Time fields on the bed assignment screens in both character-based and GUI Admissions allow entry of the actual time a patient is assigned to a bed in order to initiate a charge for the room and bed location. These

fields are not applicable if the optional parameter for multiple room and bed charges is not set to Yes and they are only applicable for bedded outpatients.

- A Room and Bed Locations tracker, which is part of the Revise Admit & D/C Dates/ Times process, tracks all patient movements that can affect room and bed charges. It also provides edit capability for the effective date and time for patient movement transactions such as outpatient bed assignment, transfers, and accommodation code changes (as appropriate). This functionality is available when the Multiple Room and Bed Charges Parameter is set to Yes. If this parameter is not set to Yes, the transactions listed are view-only.
- The OBS OM LOS for Statistics & Revenue (CFOBSX) daily report spools and prints at Midnight Processing. For each location that an OBS patient occupies during an encounter, the observation patient's statistics and revenue are captured and print on the report during Midnight Processing (MNP) for the previous day's transactions. The report includes the statistics and revenue for the SIM codes with the price algorithm defined as Simple Pricing, Timed Charges, or Price in Increments. The report also shows OBS patients who have backdated transactions.
- Another section in the OBS OM LOS for Statistics & Revenue (CFOBx) includes the patients with an OBS room and bed charge and an I/P room and bed charge on the same day.

Benefits

The following are benefits of the OBS Room and Bed Charging process:

- When the Auto Adjust Room/Bed parameter and the multiple OBS room and bed parameter are set as Yes at the following prompts:

Automatically adjust Room and Bed Charges? (Y/N) [N]-Y

Create multiple RMB charges for a day (Y/N) [N]--Y

you have the following benefits:

- With the multiple charges process, when a patient is bedded in multiple locations during an encounter, the length of stay and the revenue are allocated for all locations each day and are included in the OBS OM LOS for Statistics & Revenue Report.
- When an OBS patient is changed to an inpatient type, only the inpatient room and bed charges are charged starting with the effective date and time of the CPT (Change Patient Type). The LOS (for the time spent in each location as an OBS patient prior to the CPT) is captured and allocated to the appropriate locations and is included in the OBS OM LOS for Statistics & Revenue Report.

- When a patient is admitted, but the actual time the patient has a bed assigned is not the same as the admission time, the OP Bed Date and OP Bed Time fields allow entry of the actual time of the bed assignment. The effective date and time in the OP Bed Date and OP Bed Time fields are used to initiate and calculate the incremental or timed charges. The time is allocated to the appropriate location and is included in the OBS OM LOS for Statistics & Revenue Report.
- If the patient occupies a no-charge or zero-charge room and bed during the encounter, the LOS (in the no-charge or zero-charge bed) is allocated to the appropriate location and included in the OBS OMLOS for Statistics & Revenue Report. The actual time a charge with a dollar amount is initiated for the patient's room and bed is dependent on the effective date and time of a change in the accommodation code or transfer. In some instances, the no-charge bed can be the time a patient transfers from a charged bed to recovery or a surgery suite. When the patient exits the recovery area to return to a charged bed, all of the locations have the allocated LOS (Length of Stay) captured for the report by using the effective date and time for each transfer or accommodation code change.
- When the Auto Adjust Room/Bed parameter, the multiple OBS room and bed parameter and the OP to I/P parameter are set as Yes at the following prompts:

Automatically adjust Room and Bed Charges? (Y/N) [N]-Y

Create multiple RMB charges for a day (Y/N) [N]-Y

Create multiple O/P - I/P RMB charges on same day (Y/N) [N]-

you have the following benefits in addition to the ones listed above:

- With the O/P - I/P RMB charges parameter set as Yes, when an OBS patient type is changed to an inpatient type, a charge for the time spent as an OBS patient type is generated as well as an I/P patient type for the room and bed assigned when changed to an I/P patient type for that date. The OBS patient type room and bed charges are charged starting with the effective date and time of the bed assignment until the Change Patient Type (CPT) is changed to I/P. The time spent in each location as an OBS patient prior to the CPT is captured and allocated to the appropriate locations and included in the OBS OM LOS for Statistics & Revenue Report. The date the CPT occurs may have multiple OBS charges for multiple locations, but only one I/P charge for the date is generated and retained.

Terms

- CPT - Change Patient Type
- I/P - Inpatient

-
- LOS - Length of Stay
 - OBS - Observation patient or Outpatient in a Bed
 - OM - Order Management
 - RMB - Room and Bed

IMPLEMENTATION CONSIDERATIONS

Overview

McKesson suggests that prior to any changes or implementations for Room and Bed, the facility should thoroughly review all of the documentation.

The facility should also evaluate the current OBS Room and Bed Parameters and Room and Bed policies and procedures. Facility representatives from Billing and Claims must be involved in the reviews and discussions to determine the impact of the multiple room and bed charges for a day and the OBS and I/P charge for the same date. As the facility representatives review the documentation and prepare the test plan for QA in the test environment, development of a training plan should be started. The test and training plans must include information specific to each area in the facility that is impacted by this process to OBS charging and the OBS change to OP charges on the same day.

Implementing the Parameter

Access the Observation Room/Bed Charge Parameter and the Auto Adjust Room/Bed Parameter to review and evaluate the current settings and to implement the optional parameter for the Multiple Room and Bed Charges functionality.

To access the Observation Room/Bed Charge Parameter, choose the following options: Data Processing Main Menu>Tables>Facility Options & Parameters>Hospital Facility Options>Order Management and Charging Parameters>Obs Room/Bed Charge Parameter.

To access the Auto Adjust Room/Bed Parameter, choose the following options: Data Processing Main Menu>Tables>Facility Options & Parameters>Hospital Facility Options>Order Management and Charging Parameters>Auto Adjust Room/Bed.

General Hospital Order Management and Charging Parameters Processor			
Wed Jul 02, 2008 01:34 pm			
Model Hospital A		Last Edit by: Graeme, John W 06/29/08 1623	
ORDERS/CHARGES			
1 Cont. Chg. Suspense	2 Professional Fees	3 Late Charge Days	
60	Yes	999	
4 Room and Bed Charging	5 Auto Adjust Room/Bed	6 Display Room/Bed Screen	
Yes	Multiple	Yes	
7 Obs Room/Bed Charge	8 RMB Reconciliation Sort	9 R/B Increase?	
Continuous	Account Number	No	
10 Day of Month Charging	11 Zero Chg Past Hold Days	12 Historical SIM Pricing	
18	No	Yes	
13 Default Service Date	14 Order Hist. Chgs	15 Panels	
Requested Date	No	Yes	
16 Cart Report	17 AOT Audit Purge Days	18 Ministry Code	
Detail	90		
19 Reprice if FC Change	20 Rehab Dept	21 Rehab SIM Item	22 NY Claims
			Yes
23 Adv SIM Dept	24 ABN Form	25 ABN/OPTIO Name	26 ABN/Items
	ccfnabn		4
Enter field number or '/' starting field number--			

Auto Adjust Room/Bed Parameter

The Auto Adjust Room/Bed Parameter has a prompt that allows multiple room and bed charging. When you access the Auto Adjust Room/Bed Parameter, the following prompt is displayed:

Automatically adjust Room and Bed Charges? (Y/N) [N]--

If you enter **N** for No, the optional Auto Adjust Room and Bed functionality is not implemented.

If you enter **Y** for Yes to implement the Automatically Adjust Room and Bed Charges functionality, the following prompt is displayed:

Create multiple RMB charges for a day (Y/N) [N]--

If you enter **N** for No, the Auto Adjust Room and Bed functionality performs without creating multiple charges for a patient for a day.

If you enter **Y** for Yes, multiple OBS room and bed charges are created and the following prompt is displayed:

Create multiple O/P - I/P RMB charges on same day (Y/N) [N]--

Enter **Y** for Yes if you want to allow the generation and retention of OBS RMB charges on the same date of service when the OBS patient is changed to an I/P patient type and the I/P RMB charge is generated and retained. *Multiple I/O RMB* is displayed on

the screen and multiple room and bed charges are generated for the observation patients as well as the PBS and I/P charges for the date of the CPT.

If you enter **N** for No or press ENTER, the OBS charges and the I/P charge for the date of the CPT are not generated for the same date of service.

When the Auto Adjust Room/Bed Parameter and the Create Multiple RMB Charges for a Day Parameter are both set to Yes, and *Multiple* is displayed on the screen, the OP Bed Date and OP Bed Time fields are available in Bed Assignment processing for entry of the actual bed assignment time. For further explanation see [“Bed Assignment at Admission and Assign Bed Option” on page 1-10](#).

In addition to the OP Bed Assignment fields, the Revise Admit & D/C Dates/Times process provides access to the edit functionality of the Room and Bed Locations option. If the Create Multiple RMB Charges for a Day Parameter is not implemented, access to the Room and Bed Locations option is available as view only with no edit capability. What you define is what is used for the OBS OM LOS for Statistics & Revenue Report, which is generated without considering the parameter setting.

OBS Room/Bed Charge Parameter

When you access the OBS Room/Bed Charge Parameter, the following prompt is displayed:

Charge observation room and bed at MN Processing (M) or Discharge (D)? [M]-'

NOTE: You cannot enter **D** for Discharge if the Auto Adjust Room/Bed Parameter is set to Yes.

If the Auto Adjust Room/Bed Parameter is set to No and you enter **D** for Discharge, the room and bed charges for an observation patient in a bed are calculated and applied when the patient is final dispositioned/discharged.

If you enter **M** for MN Processing, the following prompt is displayed:

Restart (R) the variable price after MN Processing or continue (C)? [R]-'

If you enter **R** for Restart, the room and bed charges each day are calculated by restarting with the initial variable price.

If you enter **C** for Continuous, the room and bed charges are calculated each day using a continuous clock which tallies the time and charges based on the entire time of the OBS encounter.

NOTE: To use the Auto Adjust Room Bed field, you must enter **M** for midnight processing at this prompt. At the second prompt you can enter either **R** or **C**.

If the OBS Room/Bed Charge Parameter is set to Discharge, the Auto Adjust Room/Bed Parameter must be set to No. When the Auto Adjust Room/Bed Parameter is set to No, the option to create multiple room and bed charges is not applicable. The room and bed statistics are still captured based on any effective dates and times entered by the user for patient movement transactions, such as transfers and accommodation code changes. If the Multiple Room and Bed Charges Parameter is not implemented, the facility has accurate information in the OBS OM LOS for Statistics & Revenue Report for the patient's bedded locations if the users consistently enter the correct effective dates and times.

Bed Assignment at Admission and Assign Bed Option

With the implementation of the Multiple Room and Bed Charges functionality, the Bed Assignment screen, which is displayed during the Admission process and in the Assign Bed option, contains the OP Bed Date and OP Bed Time fields. These fields provide the option to enter the effective date and time of the OP bed assignment. The date and time entered is used to initiate the calculation of the room and bed charges.

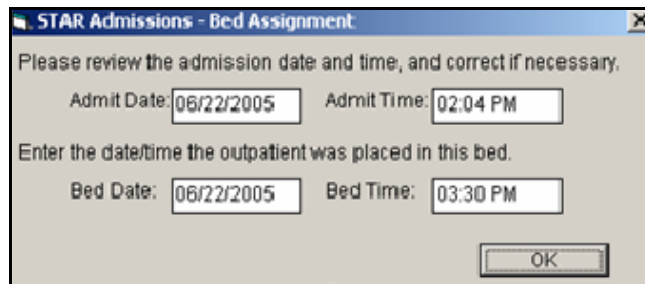
General Hospital Assign Bed Processor						
Admission		Page 1 of 2 Tue Feb 24, 2009 02:25 pm				
No	Name	Sex	BD	Room	Physician	SVC ICD Status
0520800002	GREEN,MARY	F	07/10/54	104-01	WALSH,RACHEL	ERS 10 OPO 3
1 Station			2 Room	3 Bed		
OUTPATIENT/BED NSA			104	01		
4 Accommodation	5 Admission Date	6 Admission Time				
OBSERVATION	01/16/09	05:00pm				
7 Off Svc	8 OP Bed Date	9 OP Bed Time	10 Initials			
	01/16/09	07:00pm	JWG			
Patient already in OPA 104-01!						
NL or / = next screen /P = prev screen						

The Assign Bed Date and Assign Bed Time information are entered as part of the Admission or Assign Bed process. The unique effective date and time for the bed assignment is used in the calculation of the OBS OM LOS for Statistics & Revenue Report. The Admission Date, Admission Time, OP Bed Date, and OP Bed Time fields are displayed on the screen. The OP Bed Date and OP Bed Time are not defaulted.

On the character-based and GUI screens, if the Multiple Room and Bed Charges Parameter is not set to Yes, the OP Bed Date and OP Bed Times fields are not displayed on the Bed Assignment screens.

NOTE: The patient type must be an outpatient in a bed. These fields are not displayed for inpatients.

When the Auto Adjust Room/Bed Parameter and the Multiple Room and Bed Charges Parameter are set to Yes, GUI Admissions uses the following form for outpatients in a bed. If the parameters are not set to Yes or if the patient is an inpatient, the OP Bed Date and OP Bed Time fields are not visible. If the OBS is changed to an inpatient, the OP bed date and time cannot be edited.



The screenshot shows a Windows-style dialog box titled "STAR Admissions - Bed Assignment". Inside the dialog, there is a message: "Please review the admission date and time, and correct if necessary." Below this message are two input fields: "Admit Date:" with the value "06/22/2005" and "Admit Time:" with the value "02:04 PM". Below these fields is another message: "Enter the date/time the outpatient was placed in this bed." This is followed by two more input fields: "Bed Date:" with the value "06/22/2005" and "Bed Time:" with the value "03:30 PM". At the bottom right of the dialog is an "OK" button.

All of the date and time fields are required. If the current system date and time are not correct, make the appropriate edits to all of the fields. If you attempt to exit this form without completing all of the fields, the following error message is displayed:

Invalid date format!

Select **OK** and the defined dates and times are available for viewing via the MPI Visit History and RMB Locations options.

VIEWING ADMIT DATE AND TIME

On the following GUI Admissions Number Assignment/Print Options form, the system default admit date and time are backdated/timed entries, as shown in the Admit Date and Admit Time fields.

If user-defined edits are made on the above screen in the Admit date and Admit time fields, the user-defined edits are displayed on the Visit History screen in the MPI. If edits to the system default admit date and time are made on the GUI Bed Assignment form instead of on the GUI Admissions Number Assignment/ Print Options form, the system default date and time are displayed as the admit date and time on the MPI Visit History screen.

If the edit is not made on the Number Assignment /Print Options screen, the actual admit date and time should be entered on the GUI Bed Assignment form so this correct admit date and time information is displayed in the Revise Admit and D/C Dates/Times function.

The actual admit date and time must still be entered on the GUI Bed Assignment form so that this information is displayed in the Revise Admit and D/C Dates/Times function. When this edit is made on the GUI Bed Assignment form from the character-based Bed Assignment screen, you can view and edit the date and time entered by navigating to the RMB Locations option on the Revise Admit and D/C Dates/Times menu.

Visit History

On the following Visit History screen, the admit date and time were backdated and entered on the GUI Number Assignment/Print Options form prior to the Bed Assignment screen. The actual date and time entered by the user, instead of the defaulted system date and time, are displayed in the Eff Date/Time column.

In character-based Admissions, the default system date and time the admission is processed is captured and displayed in the Eff Date/Time column. The user-defined time, which is the actual time of the admission, is displayed in the RMB Locations option on the Revise Admit and D/C Dates/Times menu.

General Hospital Visit History Processor							
Tue Feb 24, 2009 02:25 pm							
No	Name	Sex	BD	Room	Physician	SVC ICD	Status
05345-00002	WALSH,RACHEL	F	07/17/46	228-2	ADAIR,FRANK	CAR 10	LAD 2
System Date/Time	Eff Date/Time	Type	Action	Int Location			
01/09/09 0214	01/09/09 0030	OPO	OP Bed Assignment	JAS LAD 228-2			
01/09/09 0213	01/08/09 2330	OPO	OP Admission	JAS			
01/09/09 0212		OPO	Preadmission	JAS			

F1Prev

Page

F2Next

Page

F5 Select

F6 Reset

F7 Exit

?

In the following example, the OP Admission date and time that are displayed in the Eff Date/Time column are the system date and time, not the actual backdated admit date and time. The OP Bed Assignment transaction indicates the bed assignment was made prior to the actual OP Admission date and time.

General Hospital Visit History Processor							
Tue Feb 24, 2009 02:25 pm							
No	Name	Sex	BD	Room	Physician	SVC ICD	Status
05345-00002	WALSH,RACHEL	F	07/17/46	228-2	ADAIR,FRANK	CAR 10	LAD 6
System Date/Time	Eff Date/Time	Type	Action	Int Location			
01/09/09 0103	01/08/09 2330	OPO	OP Bed Assignment	JAS LAD 200-2			
01/09/09 0056	01/09/09 0055	OPO	OP Admission	JAS			
01/09/09 0055		OPO	Preadmission	JAS			
F1Prev Page F2Next Page F5 Select F6 Reset F7 Exit ?							

If you review this patient in the Revise Admit and D/C Dates/Times Processor function, the actual admit date and time of the admission are made available for review and editing.

The display variance in Visit History and Revise Admit and D/C Dates/Times occurs if the admission is performed in character-based Admissions. It also occurs using GUI Admissions if you wait to make edits to the system default admit date and time using the GUI Bed Assignment form instead of using the GUI Number Assignment/Print Options form.

In these scenarios, the system admission date and time, instead of the actual admit date and time, are displayed on the Visit History screen. You can review and edit the actual admit date and time on the Revise Admission and Discharge Dates Processor screen.

When the system date and time are the same as the actual admit date and time, there is no variance in the display. If backdating/timing is not necessary, the system default is appropriate as the admit date and time in both character-based and GUI Admissions.

REVISE ADMIT AND D/C DATES/TIMES

Access the Revise Admission and Discharge Dates screen by selecting the following: Admissions Menu>Admission Functions>Revise Admit and D/C Dates/Times>select a facility if applicable>select a patient and account>Admission Date/Admission Time/Discharge Date/Discharge Time/RMB Locations.

The Revise Admit and D/C Dates/Times option is essential to the basic Room and Bed Charging functionality, as well as to the Room and Bed OBS Charging functionality. You can edit the Admission Date, Admission Time, Discharge Date, and Discharge Time fields within the Revise Admit and D/C Dates/Times functionality. You can also make edits to the Discharge Physician field.

In the Revise Admit & D/C Dates/Times Processor, you can edit the admission date and time, as well as the discharge date and time, with the RMB Locations option and special prompts. Edits can be made to the Admission Date, Admission Time, Discharge Date, Discharge Time and Discharge Physician fields for inpatients and outpatients in a bed. Through the RMB Locations option, edits are allowed to the effective date and time for the OP Bed Date and OP Bed Time only if the Multiple OBS RMB Charges Parameter is implemented, and only for outpatients in a bed.

NOTE: The RMB Locations option is a view-only function for inpatients.

In the following example, the actual admit date and time entered by the user are displayed:

```

General Hospital Revise Admission/Discharge Dates Processor
                                Tue Feb 24, 2009 02:25 pm
No      Name      Sex  BD   Room  Physician  SVC ICD Status
05345-00002  WALSH,RACHEL  F  07/17/46  200-2  ADAIR,FRANK  CAR 10 LAD 6
1 Admission Date      2 Admission Time      3 Length of Stay
  01/08/09            22:00                    5
4 Discharge Date      5 Discharge Time      6 Discharge Physician

7 RMB Locations
  Defined

Enter field number or '/' starting field number--

```

RMB Locations Option

The RMB Locations option includes only the actions directly involved in room and bed charges, such as OP bed assignment, transfers, change to accommodation codes, and change patient type (CPT). Access the RMB Locations option by choosing the following: Admission Functions>Revise Admit and D/C Dates/Times>select a facility>select a patient>Revise Admit and D/C Dates/Times Processor>RMB Locations>View Room and Bed Locations? (Y/N) [N].

To review and edit a patient's room and bed locations, access the RMB Locations field from the following screen:

General Hospital Revise Admit & D/C Dates/Times Processor						
Tue Feb 24, 2009 02:25 pm						
No	Name	Sex	BD	Room	Physician	SVC ICD Status
05345-00002	WALSH, RACHEL	F	07/17/46	200-2	ADAIR, FRANK	CAR 10 LAD 6
1	Admission Date	2	Admission Time	3	Length of Stay	
	02/09/09		15:00		8	
4	Discharge Date	5	Discharge Time	6	Discharge Physician	
7	RMB Locations					
	Defined					
Enter field number or '/' starting field number--						

When you access this RMB Locations detail screen, the OP Bed Date and OP Bed Time fields are available to be edited under the following conditions.

- The Multiple OBS RMB Charges Parameter is turned on.
- The RMB location is an outpatient location.
- The account is active, if the patient is final dispositioned and still within suspense days.
- The account has not been final billed.

When you enter the RMB Locations field, the following prompt is displayed:

View Room & Bed Locations? (Y/N) [Y] --

If you enter **Y** for Yes to view or edit the patient locations and transactions, the following screen is displayed:

General Hospital Revise Admission/Discharge Dates Processor									
Tue Feb 24, 2009 02:25 pm									
No	Name	Sex	BD	Room	Physician	SVC	ICD	Status	
05345-00002	WALSH,RACHEL	F	07/17/46	278-1	ADAIR,FRANK	OBO	10	LAD	8
System Date/Time	Eff Date/Time	Type	Action	Int Location					
02/12/09 1741	02/12/09 1730	OPO	Change Accommodation	J S LAD 278-1					
02/12/09 1734	02/12/09 1530	OPO	Transfer	J S LAD 278-1					
02/12/09 0026	02/11/09 2300	OPO	Transfer	J S LAD 276-2					
02/12/09 0022	02/11/09 1800	OPO	OP Bed Assignment	J S LAD 275-2					
F1Prev Page F2Next Page F5 Select F6 Reset F7 Exit ?									

Place the cursor beside the transaction you want to select and press **F5** to view the transaction detail. You can edit the OP Bed Date and OP Bed Time fields for the transactions listed. The following screen shows the detail for the Change Accommodation Code transaction:

General Hospital Revise Admission/Discharge Dates Processor									
Tue Feb 24, 2009 02:25 pm									
No	Name	Sex	BD	Room	Physician	SVC	ICD	Status	
05345-00002	WALSH,RACHEL	F	07/17/46	278-1	ADAIR,FRANK	OBO	10	LAD	8
1	System Date & Time		2	OP Bed Date		3	OP Bed Time		
	02/12/09 1741		02/12/09				1730		
4	Patient Type		5	Transaction					
	OPO Outpatient Observation			Change Accommodation					
6	Station		7	Room & Bed		8	Accommodation		
	LAD		278-1				LO OBSERVATION - LAD T		
9	CRT ID		10	Performed by					
	AD1			#33864 Welling,John					
11	Prev System Date/Time		12	Prev OP Bed Date & Time					
	02/12/09 1741			02/12/09 1715					
13	Prev CRT ID		14	Prev Performed By					
	AD1			#33864 Welling,John					
Enter field number or '/' starting field number--									

In the Change Accommodation Code detail screen shown previously, an edit was made to the original effective date and time entered by a user during the actual Change Accommodation Code transaction. The time entered was a possible keying error or bad information. By accessing the Change Accommodation Code transaction, an edit to the OP Bed Time changed the entry to the correct time. When the edits are

accepted, the previous dates and times are retained and are displayed on the screen, along with the name of the person who performed the most recent edits.

Evaluating and Processing Edits

If a date or time field is revised, the new date or time entered is checked to ensure that it does not precede the date/time for a prior RMB Location or follow the date/time for a later RMB Location. The revised date or time entered are validated once the screen is accepted, but before the edits are saved. The revised date or time entered is then checked to ensure that it does not precede the date/time for a prior RMB location or follow the date/time for a later RMB location.

If the process detects any errors, the appropriate error message is displayed and you are returned to the RMB Location detail screen with the original OP bed date and time, allowing you to re-enter a valid OP bed date or time. If a valid date or time is entered, the screen changes are saved when accepted and you are returned to the RMB Location summary screen.

The following error message is displayed if invalid dates and times are entered:

Error: O/P Bed Date/Time cannot be before admit date/time!

When a date or time field is revised and the screen is accepted, the RMB charges for the patient are adjusted based on the new date or time entered. A transaction entitled *Revise Bed Date/Time* is logged to the patient's Visit History and both the effective and system dates and times of the transaction are displayed.

If you enter **N** for No to the prompt that asks if you want to edit the OP bed date and time or if there are no RMB locations for the patient, then the following prompt is displayed:

Adjust Room and Bed Charges (Y/N) [Y]--

You can then enter the Charge RMB Processor screen to manually adjust room and bed charges as needed.

Screen Flow and System Messages

NOTE: After a final disposition is performed on an OBS patient and until the patient is purged from the system, the screen flow remains the same as the following screen flow detail for edits to the OBS patient that has not been dispositioned.

The screen flow and system messages for edits made in the Admit and D/C Dates/Time Processor and the RMB Locations option are displayed in the following screens. Note the admit date and time on the following screen:

```

General Hospital Revise Admission/Discharge Dates Processor
                                Tue Feb 24, 2009 02:25 pm
No      Name      Sex  BD   Room  Physician  SVC ICD Status
05345-00002  WALSH,RACHEL  F  07/17/46  200-2  ADAIR,FRANK  CAR 10 LAD 15
1 Admission Date      2 Admission Time      3 Length of Stay
  01/08/09            22:30                  14
4 Discharge Date      5 Discharge Time      6 Discharge Physician

7 RMB Locations
  Defined

Enter field number or '/' starting field number--

```

Access the Admission Date and Admission Time fields and change the entries. In the following example of the Revise Admission/Discharge Dates Processor screen, an attempt was made to access the RMB Locations option prior to accepting the edits made to the Admission Date and Admission Time fields. The following prompt is displayed to remind you to accept any edits made to the Admission Date, Admission Time, Discharge Date, or Discharge Time:

Revised admit/discharge date/time must be saved before access to this field!

Accept the edits and the new date and time are displayed in the following screen:

```

General Hospital Revise Admission/Discharge Dates Processor
                                Tue Feb 24, 2009 02:25 pm
No      Name      Sex  BD   Room  Physician  SVC ICD Status
05345-00002  WALSH,RACHEL  F  07/17/46  200-2  ADAIR,FRANK  CAR 10 LAD 15
1 Admission Date      2 Admission Time      3 Length of Stay
  01/17/09            22:00                  14
4 Discharge Date      5 Discharge Time      6 Discharge Physician

7 RMB Locations
  Defined

Enter field number or '/' starting field number--

```

You must accept these edits before you are allowed access to the RMB Locations option to make additional edits. When the edits are accepted, the following prompt is displayed:

Admit or Discharge Date/Time has been revised, edit OP Bed Date/Time (Y/N) [Y] --

If you enter **Y** for Yes, a list of patient transactions is displayed for any editing that is required, as shown on the following screen:

General Hospital Revise Admission/Discharge Dates Processor									
Tue Feb 24, 2009 02:25 pm									
No	Name	Sex	BD	Room	Physician	SVC	ICD	Status	
05345-00002	WALSH, RACHEL	F	07/17/46	200-2	ADAIR, FRANK	CAR	10	LAD	15
System Date/Time	Eff Date/Time	Type	Action	Int Location					
01/13/09 2300	01/12/09 2300	OPO	Change Accommodation	J S LAD 200-2					
01/09/09 0103	01/08/09 2300	OPO	OP Bed Assignment	J S LAD 200-2					

Place the cursor beside the transaction you want to select for editing and press **F5** to make the changes. After making the edits, the changes must be accepted. After reviewing the effective dates and times in the list of transactions, press **F7** to exit if no changes to the dates and times are necessary.

After an edit is made to the admit date or time, the following prompt is displayed:

Admit or Discharge Date/Time has been revised, edit OP Bed Date/Time (Y/N) [Y] --

If you enter **N** for No, the following screen is displayed to allow manual adjustments to the room and bed charges:

```

General Hospital Revise Admission/Discharge Dates Processor
                                Tue Feb 24, 2009 02:25 pm
No      Name      Sex  BD   Room  Physician  SVC ICD Status
05345-00002  WALSH,RACHEL  F  07/17/46  200-2  ADAIR,FRANK  CAR 10 LAD 7
1 Admission Date      2 Admission Time      3 Length of Stay
  01/17/09            22:30                  6
4 Discharge Date      5 Discharge Time      6 Discharge Physician

7 RMB Locations
  Defined

Adjust Room and Bed Charges (Y/N) [Y]--

```

If you enter **N** for No at the prompt, a list of patient accounts is displayed. If you enter **Y** for Yes, a screen like the following screen is displayed with a list of theroom and bed charges.

```

General Hospital Revise Admission/Discharge Dates Processor
                                Tue Feb 24, 2009 02:25 pm
No      Name      Sex  BD   Room  Physician  SVC ICD Status
05345-00002  WALSH,RACHEL  F  07/17/46  200-2  ADAIR,FRANK  CAR 10 LAD 7

Total Bed Charges/less Credits:  16      Admit date/time:  02/06/09 12:00
Days in Facility:                17      Dischg date/time:
Last Bed Assigned: LAD  O-OBSERVATION  RMB 666 M19076 INCREMENTAL CHARGE

Page:01
Chg#  Stn ChL AC Dept Description      Service D/T  Qty  Price
( 1)  16  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2359 1440 1441.00
( 2)  15  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2359 1440 1441.00
( 3)  14  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2359 1440 1441.00
( 4)  13  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2359 1440 1441.00
( 5)  12  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2359 1440 1441.00
( 6)  11  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2400 1440 1441.00
( 7)  10  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2400 1440 1441.00
( 8)   9  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2400 1440 1441.00
( 9)   8  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2400 1440 1441.00
(10)   7  LAD OP  LO RMB M19076 INCREMENTAL CHARGE  02/22/09 2400 1440 1441.00

Enter # to view/credit, (C)harge, (V)isit History, charge (L)ast bed assigned--
next pg(/ or PG DN) Search(TAB)

```

If you enter **V** for Visit History, the following screen is displayed:

General Hospital Revise Admission/Discharge Dates Processor											
Tue Feb 24, 2009 02:25 pm											
No	Name			Sex	BD	Room	Physician		SVC	ICD	Status
05345-00002	WALSH,RACHEL			F	07/17/46	200-2	ADAIR,FRANK		CAR	10	LAD 7
Chg#	Stn	ChL	AC	Dept	Description	Service D/T		Qty	Price		
16	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2359		1440	1441.00		
15	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2359		1440	1441.00		
14	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2359		1440	1441.00		
13	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2359		1440	1441.00		
12	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2359		1440	1441.00		
11	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2400		1440	1441.00		
10	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2400		1440	1441.00		
9	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2400		1440	1441.00		
8	LAD	OP	LO	RMB	M19076 INCREMENTAL CHARGE	02/22/09 2400		1440	1441.00		
System Date/Time						Eff Date/Time	Type	Action	Int	Location	
02/23/09 2112						02/06/09 1200	OPO	Rev Admission Date	J S	LAD 208-1	
02/10/09 0023						02/07/09 1800	OPO	OP Bed Assignment	J S	LAD 208-1	
02/10/09 0022						02/10/09 0021	OPO	OP Admission	J S		
02/10/09 0020							OPO	Preadmission	J S		
F1Prev Page F2Next Page F3Charge F4Last Bed F5Detail F7Exit F8Window ?											

Editing after Final Disposition and/or Discharge

The following section describes the process of making edits to the Revise Admit and D/C Dates/Times Processor after final disposition and/or Discharge for active and purged patient accounts.

PRIOR TO PATIENT ACCOUNT PURGE/HISTORIZATION

After a final disposition or discharge is performed for an OBS patient, the discharge date and time entered during this process can be edited in the Revise Admit and D/C Dates/Times Processor. If the patient is still active in the system, the screen flow, prompts, and messages for making edits to the Discharge Date and Discharge Time, follow the same steps as making edits to the Admit Date and Admit Time fields. See [“Screen Flow and System Messages” on page 1-18](#).

AFTER PATIENT ACCOUNT PURGE/HISTORIZATION

On the following screen, the patient has been discharged and the account has been purged.

General Hospital Revise Admission/Discharge Dates Processor						
						Tue Feb 24, 2009 02:25 pm
No	Name	Sex	BD	Room	Physician	SVC ICD Status
05345-00002	WALSH, RACHEL	F	07/17/46	200-2	ADAIR, FRANK	CAR 10 LAD 15
1 Admission Date	2 Admission Time		3 Length of Stay			
01/21/09	08:30		6			
4 Discharge Date	5 Discharge Time		6 Discharge Physician			
01/27/09	12:30		32 ADAIR, FRANK C			
7 RMB Locations						
Enter field number or '/' starting field number--						

When the patient is purged, the RMB Locations option no longer contains the list of patient transactions available for display or editing. *Defined* is not displayed in the RMB Locations field because the list of transactions and the details were purged as part of the patient purge. The admission and discharge dates and times can be edited, but at this point they have no impact to the room and bed charging. If any edits need to be made to admission and/or discharge dates and times that require room and bed charges to be adjusted, you must make a manual adjustment through the Late Charge function or Patient Accounting.

CHARGE ROOM AND BED

When you access the Charge Room and Bed option, the following option is displayed:

Room and Bed Charges by Date Summary (S) or Detail (D) [S] --

Enter **S** to view the Charges by Date Summary, as shown on the following screen:

```

General Hospital Charge Room & Bed Processor
                                Tue Feb 24, 2009 02:25 pm
No      Name      Sex  BD   Room  Physician  SVC ICD Status
07004-00004  JACKSON,CAROL  F  05/01/75  2242-01  ADAIR,FRANK  CMED 10 I/P 231

Total Bed Charges/less Credits: 230      Admit date/time: 01/04/09 02:34pm
Days in Facility:                230      Dischg date/time:
Last Bed Assigned: 1E  P-PRIVATE  RMB 1000 PRIVATE ROOM CHARGE

Page:01
Chg#   Stn  ChL  AC  Dept  Description      Service D/T      Qty   Price
( 1) 292  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/21/09 2359    1  575.00
( 2) 291  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/20/09 2359    1  575.00
( 3) 290  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/19/09 2359    1  575.00
( 4) 289  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/18/09 2359    1  575.00
( 5) 288  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/17/09 2359    1  575.00
( 6) 287  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/16/09 2359    1  575.00
( 7) 285  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/15/09 2359    1  575.00
( 8) 284  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/14/09 2359    1  575.00
( 9) 283  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/13/09 2359    1  575.00
(10) 278  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/12/09 2359    1  575.00

Enter # to view/credit, (C)harge, (V)isit History, charge (L)ast bed assigned--
next pg(/ or PG DN) Search(TAB)

```

Enter **V** for Visit History. Press **F8** to switch windows and the following screen is displayed:

```

General Hospital Charge Room & Bed Processor
                                Tue Feb 24, 2009 02:25 pm
No      Name      Sex  BD   Room  Physician  SVC ICD Status
07004-00004  JACKSON,CAROL  F  05/01/75  2242-01  ADAIR,FRANK  CMED 10 I/P 231

Chg#   Stn  ChL  AC  Dept  Description      Svc Date      Qty   Price
292  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/21/09 2359    1  575.00
291  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/20/09 2359    1  575.00
290  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/19/09 2359    1  575.00
289  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/18/09 2359    1  575.00
288  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/17/09 2359    1  575.00
287  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/16/09 2359    1  575.00
285  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/15/09 2359    1  575.00
284  1E  1E  P   RMB  PRIVATE ROOM CHARGE      01/14/09 2359    1  575.00

System Date/Time  Eff Date/Time  Type Action      Int Location
01/04/09 1435    01/04/09 1434  I/P Admission    CMP 1E 2242-01
01/04/09 1434    01/04/09 1434  I/P Admission    CMP
01/04/09 1432                I/P Preadmission    CMP

F1Prev Page F2Next Page F3Charge F4Last Bed F5Detail F7Exit F8Window ?

```

Place the cursor beside the transaction you want to select and press **F5** to view detail information on the View History split screen, as shown below:

General Hospital Charge Room & Bed Processor							
Tue Feb 24, 2009 02:25 pm							
No	Name	Sex	BD	Room	Physician	SVC ICD	Status
05345-00002	WALSH,RACHEL	F	07/17/46	200-2	ADAIR,FRANK	CAR 10	OPO 2
Unit #	Corp #	SS#	Adm Date/Time		Dis Date/Time		
000-00-4239	00006693	444-55-7777					
1 System Date & Time			2 Effective Date and Time				
01/09/09 0250			01/09/09 0045				
3 Patient Type			4 Transaction			5 Final Bill Date	
OPO Outpatient Observation			Revise Bed Date/Time				
6 Station		7 Room & Bed		8 Accommodation			
LAD		236-1		O OBSERVATION			
9 Home Leave Status			10 Discharge Summary				
11 Departments							
12 CRT ID		13 Performed by					
ERN		49474 Welling, John					
Press NL to return --							

The Revise Bed Date/Time transaction is displayed on this example screen because an edit was made to the Bed Assign Date and Bed Assign Time fields.

OBS OM LOS FOR STATISTICS & REVENUE (CFOBSX) REPORT

During the implementation process, the OBS OM LOS for Statistics & Revenue Report must be accessed in Spooler Management and Report Maintenance to determine the printer for the report and to make any edits to the setup, such as PC download and retention.

There are three sections to the report. The first provides the information for all patients classified as outpatients in a bed (OBS). The second shows the backdated information entered during the previous 24-hour period. The third includes charges generated when a OBS patient type is changed to an inpatient type, including the following:

- Charges generated for the time as an OBS patient type
- The charge for the I/P RMB for the same date of service, which is provided to STAR Patient Accounting for the claim processing.

The OBS OM LOS for Statistics & Revenue Report includes all outpatients in a bed (OBS) types and uses the following guidelines:

- Patients admitted as any OBS type and subsequently changed to an inpatient type have the LOS displayed in minutes as the outpatient in a bed type and are included in the report with the statistics and revenue listed by location.
- Patients admitted as an inpatient type and changed to an OBS type have the LOS displayed in minutes as the outpatient in a bed type and are included in the report with the statistics and revenue listed by location.
- OBS types assigned to beds with a zero-charge or no automatic charge have the LOS displayed in minutes and are included in the report with statistics allocated to each location occupied by the patient.
- The OM LOS statistics and revenue are allocated to each location occupied by a patient during an OBS encounter.
- When an OBS patient occupies multiple locations during the encounter, each of the locations receives the appropriate statistics and revenue based on the effective date and time for each of the patient's transactions.
- Multiple RMB charges consisting of OBS RMB charges and an I/P RMB charge for the same date are included when the OBS patient is charged to an I/P.

The following list of actions, options, or functions have fields available to enter the effective date and time for use by the system in the calculation of the OM LOS statistics and revenue.

- **Room and Bed Assignment during the Admission Process** - The Multiple Room and Bed Parameter must be implemented to have the OP Bed Date and OP

Bed Time fields available for access in both character-based and GUI Admissions. The Admission Date, Admission Time, OP Bed Date, and OP Bed Time fields on the Bed Assignment screen (in character-based Admissions) can either be defaulted by the user as the current time or can be accessed to backdate the date and time for the admission and bed assignments. The time captured on this screen, either by manual entry or default of the admission time, initiates the charging and statistics accumulation. This time is used in the LOS statistics and revenue calculation.

In GUI Admissions, the Admission Date and Admission Time fields default with the current system date and time or the system admit date and time entered on a previous GUI form. The Admission Date and Admission Time fields can be edited to backdate the admission. The OP Bed Date and OP Bed Time fields are not defaulted with the current system date and time. They require manual entry because this information is used as the original data and initiates the OBS room and bed charging.

- **Assign Room and Bed Option** - When the patient's bed is not assigned during the admission process or CPT, the Assign Room and Bed function is used. Entries in the Assign Bed Date and Assign Time fields are required and are not defaulted to the admission date and time. This time is used in the LOS statistics and revenue calculation.
- **Transfer function** - The effective date and time are required and must not be defaulted. This time is used in the LOS statistics and revenue calculation.
- **Accommodation Code Change** - The effective date and time are required and must not be defaulted. This time is used in the LOS statistics and revenue calculations.
- **Change Patient Type (CPT)** - The effective date and time are required and must not be defaulted. This time is used in the LOS statistics and revenue calculations.
- **Disposition /Discharge** - The disposition date and time are required and must not be defaulted. This time is used in the LOS statistics and revenue calculations.
- **Revise Admit & D/C Dates/Times** - Edits are available for any patient transactions that have occurred. Revisions made can cause the automatic adjustment of the OBS room and bed charges. The RMB Locations option provides access to the Room and Bed Location/Transaction tracker for review and editing. Edits made to the transactions are reflected in the OBS OM LOS for Statistics & Revenue Report.
- **Midnight Processing** - Midnight Processing is used in the LOS statistics and revenue calculations.

NOTE: Backdating dates and times for an admission, bed assignment, transfer, accommodation code change, CPT, or disposition/discharge has an impact on the calculation of the charges and credits issued for the patient as well as on the OM LOS statistics and revenue for the report. The

effective date and time of the patient movement transactions are required.

Users must be aware of the impact on the statistics and revenue, as well as on the patient charges, for each location where the patient occupies a bed if the effective date and time entries are incorrect. The Room and Bed Locations option allows the user to correct errors by providing the functionality to edit the effective date and time of the transactions.

The following examples show the three sections of the OBS OM LOS for Statistics & Revenue Report. The first section, which is called OBS OM LOS for Statistics & Revenue, provides the information for all outpatients in a bed as shown in [Figure 1.1](#) on page 1-29.

The second section of the report is called the OBS OM LOS Backdated Transactions, as shown in [Figure 1.2](#) on page 1-30. This section shows the backdated information entered during the previous 24-hour period for OBS. Within this section, the report is sorted by the patient name. The Simple Qty, OM LOS Mins, and the Chg Amt along with the Date Totals and the Patient Total are included in this section of the report.

The third section of the report, shown in [Figure 1.3](#) on page 1-30, shows patients with multiple outpatient and inpatient RMB charges on the same day. On the report, the OBS charges list the time spent as an OBS in minutes for the quantity and the inpatient charge is listed using the simple quantity of 1. This report includes patients that had a patient type change from an I/P to OBS or OBSto I/P on the same date so both I/P and OBS charges are generated. In this report example, the patient was an I/P that was changed to an outpatient in a bed at 2300 so the patient has both an I/P charge and 60 minutes of OBS charge.

Figure 1.1 OBS OM LOS for Statistics & Revenue Report (CFOBSX)

Thu 02/20/09 09:26	Model Hospital A	Page 2
Report CFOBSA	OBS OM LOS for Statistics & Revenue A	For 02/19/09
* - Indicates Amt is not a charge/now I/P		** - No chg RMB
Location/Nurse Station		
Name	Account #	Cur RM/Bed Cur Pat Type Adm Dt & Time
Action/Pt Type	Room & Bed	Eff Dt & Time Simple QT OM LOS Mins Chg Amt

LAD - Eastside		
MESSNER, RONNIE	0711600002	205-2 OPO 01/26/09 09:29
Bed @MNP/OPO	205-2	02/19/09 0000 1440 1620.00
Patient Total:		1620.00
Bedded Minutes Total:		1440
NEALON, CHARLES	0721800002	202-1 OPO 02/06/09 10:50
Bed @MNP/OPO	202-1	02/19/09 0000 1440 400.00
Patient Total:		400.00
Bedded Minutes Total:		1440
NELSON, GERALDINE	0721800001	201-1 OPO 02/06/09 10:47
Bed @MNP/OPO	201-1	02/19/09 0000 1440 1620.00
Patient Total:		1620.00
Bedded Minutes Total:		1440
NEWBERRY, BILL	0719900002	211-1 LOB 01/31/09 11:38
Bed @MNP/LOB	211-1	02/19/09 0000 1440 1620.00
Patient Total:		1620.00
Bedded Minutes Total:		1440
RAY, JOSEPHINE	0725000002	228-1 OPO 02/01/09 22:42
Bed @MNP/OPO	228-1	02/19/09 0000 1440 1620.00
Patient Total:		1620.00
Bedded Minutes Total:		1440
SHORE, FREDERICK	0711400003	207-1 OPO 01/24/09 10:03
Bed @MNP/OPO	207-1	02/19/09 0000 1 1440 0.00 **
Patient Total:		1 0.00
Bedded Minutes Total:		1440

Figure 1.2 OBS OM LOS for Statistics & Revenue Report (CFOBSX) - Backdated Transactions

Thu 02/20/09 09:26		Model Hospital A				Page 1			
Report CFOBSA		OBS OM LOS Backdated Transactions A				For 02/19/09			
* - Indicates Amt is not a charge/now I/P						** - No chg RMB			
Name		Account #		Cur RM/Bed		Cur Pat Type		Adm Dt & Time	
Action/Pt Type	Sta	Rm/Bd	Eff Dt & Time		Simple QT	OM LOS Mins	Chg Amt		

RAY,JOSEPHINE		0725000002		228-1		OPO		02/07/09 22:42	
Bed @MNP/OPO	LAD	211-2	02/18/09 0000			840	1020.00		
Transfer/OPO	LAD	228-1	02/18/09 1400			600	0.00 **		
Date Totals:						1440	1020.00		
Bed @MNP/OPO		LAD	228-1	02/19/09 0000		1440	1620.00		
Date Totals:						1440	1620.00		
Patient Totals:						2880	2640.00		
End of Report									

Figure 1.3 OBS OM LOS for Statistics & Revenue Report (CFOBSX) - multiple charges on same day

Wed 08/11/10 02:19		Model Hospital A				Page 1	
Report CFOBSA		OBS OM LOS for Statistics & Revenue A				For 08/10/10	
* - Multiple O/P - I/P RMB charges on same day						** - No chg RMB	
Name		Account #		Cur RM/Bed	Cur Pat Type	Adm Dt & Time	
Action/Pt Type	Sta	Rm/Bd	Eff Dt & Time		Simple QT	OM LOS Mins	Chg Amt

RMB, BCIP		1022100001		216-1	OPB	08/09/10 09:43	
Bed @MNP/I/P	LAD	216-1	08/10/10	0000	1	1380	500.00
OP Bed Assign/OPB	LAD	216-1	08/10/10	2300		60	41.00
Patient Totals:						1440	541.00

CHANGE PATIENT TYPE

The Change Patient Type function automatically triggers room and bed adjustments when the Auto Adjust Room/Bed Parameter is set to Yes. The Auto Adjust Room and Bed functionality remains the same when this parameter is implemented.

The patient is not removed from the bed during the change patient type process in the following two scenarios:

- If a patient type is changed from an inpatient in a bed type to another inpatient in a bed type.
- If a patient type is changed from an outpatient in a bed type to another outpatient in a bed type.

All other changes in patient type removes the patient from the bed if the patient type is changed from a bedded patient type to a non-bedded patient type. If the patient type is changed from an outpatient in a bed to an inpatient, additional room and bed charges can be applied when the patient is dispositioned and removed from the bed based on the disposition date and time. When the patient is placed in a bed as an inpatient, this charge is adjusted.

If the patient is not removed from the bed and the accommodation code is revised during the change in patient type, the room and bed charges are adjusted based on the effective date and time entered.

When the Change Patient Type function is performed, the room and bed charges are evaluated and generated automatically if the facility has decided to use both the Auto-adjust Room and Bed Charge functionality and the Multiple Room and Bed Charges for Outpatients in a Bed functionality.

When using multiple Room and Bed charging, if a patient is admitted as an Emergency Room patient type, then changed to an Inpatient patient type and then again changed to an Outpatient patient type (OBS) all in the same day, and the Effective Date/Time is not on or before that for the inpatient location, the patient does not receive an RMB charge if the patient's inpatient location was a Simple Priced RMB charge. The patient is printed on the Room and Bed Charge Error Report (CBED_x) with the error "I/P Location for OBS," alerting the user that a manual RMB charge adjustment might be needed.

Guidelines

The following are guidelines used in the Change Patient Type process:

- When observation patients have to wait for a period of time after they are admitted until they are assigned a room and bed.

- There are scenarios where a patient has a bed assigned with a zero charge at admission.
- When an observation patient has a bed assigned, the OP bed date and the OP bed time entered at that time are the effective date and time used to initiate room and bed statistics and charges.
- When an OBS patient occupies a room and bed with a zero charge, you can start the capture of the RMB charges by changing the accommodation code or by transferring the patient to a different room and bed with a charge. The charges are generated based on the effective date and time of the changes.
- Multiple room and bed charges in a day are generated only for Timed and Incremental price algorithms.
- An RMB SIM code set up as a Timed algorithm can have a zero dollar amount for one of the variable prices with Continuous or Restart defined.
- No credits auto-generate when no charges were originally generated.
- Auto-adjustments never create a credit; they only cancel existing charges.
- Charges entered manually for room and bed are not modified by the auto-adjustment process.
- Use of the auto-adjust room and bed charges is not allowed when the Observation Room and Bed option is set to charge at discharge.
- For inpatient types, only one charge per day is auto-generated except when the inpatient type is changed to an OBS and the parameters in the auto adjust field are all set to Yes.
- When the Auto Adjust Room/Bed Parameter is set to Yes for multiple charges and the OBS Room/Bed Charge Parameter is set for Midnight with either Restart or Continuous, the number of charges generated in a day for outpatients in a bed depends on the number of transfers, cancel transfers, admission date edits, accommodation code changes, change patient types, etc.
- Room and Bed charges are auto-adjusted based on the effective date for patient movement functions and the change patient type.

Auto Adjustment of Room and Bed Charging

The following assumptions apply to the automatic adjustment of room and bed charging:

- The Auto Adjust Room/Bed Parameter of the Order Management and Charging Parameter (in Hospital Facility Options) is set to Yes.

- The Observation Room/Bed Charge Parameter must be set to charge at Midnight Processing; it cannot be set to charge at Discharge.
- The effective date and time of patient movements or patient transactions, including transfers, discharges, assign bed transactions, accommodation code changes, backdating/timing of various transactions, and changes of patient type determine when and how room and bed charges are calculated.

■ R e a d e r C o m m e n t F o r m ■

We value your suggestions for improving our documentation. Please use this form to evaluate the *Room and Bed OBS Charging Volume* of the *STAR Patient Care Reference Guide* for Release 17.0.

Topic	Poor	Fair	Good	Excellent
Organization of information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accuracy of information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Completeness of information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clarity of information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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