Beneficiary Travel

Technical Manual

Version 1.0

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Beneficiary Travel Patch DGBT*1*32

Department of Veterans Affairs
Office of Information and Technology (OIT)
Product Development

Revision History

Change		Date	Tech Writer, Project Manager
DGBT*1*32 – Two-factor authentication (2FA)	Page 29	October 2018	D Michael R. Chandarana
DGBT*1*29 Informational Patch – • EAS*1*113 – BT BULLETIN • EAS BT CLAIMS PROCESSING Bulletin • BT CLAIMS PROCESSING Mail Group	Page 23 Page 23 Page 24	November 2015	D. Morris
Patch 21 removed Distance Enter/Edit menu option from the Beneficiary Travel Menu. • Removed Distance Enter/Edit menu option from the Dashboard Configuration section. • Removed Distance Enter/Edit menu option from the Menu Options section.	Page 8 Page 11	December, 2013	Bob Sutton, April Scott
Removed Report of Claim Amounts from Sub Menu and added it to Main Menu. Added DGBT BENE TRAVEL REPORT, and removed DGBT BENE TRAVEL CLAIM AMT RPT.		February, 2013	Barry Dellinger
Incorporated changes identified by Cindy Heuer during HPS review on 01/14/2013. • Removed track changes comments • Updated revision history • Added updates highlights to document • Changed month and year on cover page • Changed DGBTEDIT DENIAL LTRS to DGBT EDIT DENIAL LTRS in page 9. • Corrected font size and formatting on section **DEDUCTIBLE PAID**, "INPUT PARAMETER" in page 20. • Removed comments and changed the word Templates to Template in page 20. In the list of FileMan Access codes, • file 392.6's name should be BENEFICIARY TRAVEL DENIAL LETTERS (rather than BT Denial Letters). • file 392.7's name should be BENEFICIARY TRAVEL MANUAL DEDUCTIBLE WAIVER (rather than BT Deductible Waiver). • file 392.8's name should be BENEFICIARY TRAVEL DENIAL REASONS (rather than BT Denial Reasons).		January, 2013	Rosie Sanchez

Change		Date	Tech Writer, Project Manager
• file 392.9's name should be BT PATIENT ALTERNATE INCOME (rather than BT Patient Alternate In). • file 392.42's name should be BT SPECIAL MODE OF TRANSPORTATION (rather than BT Special Mode of Trans).			
Accepted changes made by Cindy Heuer from HPS on 11/30/2012		December 2012	Rosie Sanchez
BT Enhancement Changes: Patch DGBT_1*20. • Add list of enhancements • Updated list of Called routines • Various structural changes including moving XINDEX and List File Attributes material to the Routines section and the Routines section entirely • Updated MAS Parameters List • Updated Security Key List • Updated Glossary • Removed Appendix A, VADPT Variables and inserted reference to separate VADPT documentation	Page 1 Page 10 Pages 10-11 Page 13 Page 13 Page 23 Page 25	August 2012	R Call, J Basto
Patch DGBT_1*19 • Added a statement about BT Dashboard to the Introduction • Added statement about BT Dashboard to Namespace and Conventions • Added BT Dashboard to Parameter Rates Enter/Edit • Added section: BT Dashboard Configuration • Added information about zeroing out Default Mileage • Added two BT Dashboard file numbers to File List • Added RPC Broker to External/Internal Relations • Added two BT Dashboard file numbers to FileMan Access Codes • Updated Glossary • Added section: Appendix B Beneficiary Travel Dashboard	Page 1 Page 3 Page 4 Page 6 Page 15 Page 20 Page 22 Page 25 Page 27	July 2012	CBeynon
Patch 14, 15 (ability to change rates removed)	Page 7	February	T Dawson,

Change		Date	Tech Writer, Project Manager
		2008	A Scott
Originally released		April 2002	

Table of Contents

Introduction

The Beneficiary Travel options provide the ability to perform the functions involved in issuing beneficiary travel pay. Travel reimbursement is provided to specified categories of eligible veterans. Issuance of travel pay to the veterans in some of these categories is subject to a deductible per visit and per month. The deduction requirement may be waived for any veteran who meets specific criteria subject to the approval of the local medical center director or designee. Some of the categories have income limitations. An income certification form is completed and signed yearly by the veteran. Cash reimbursement is paid on VAF 70-3542d, Voucher for Cash Reimbursement of Beneficiary Travel Expenses.

Non-employee attendants who are eligible for travel reimbursement will be issued travel pay under the veteran's name in the computer.

Payment for travel by special mode (ambulance, hired car, handicapped van, etc.) may be authorized if medically necessary and approved BEFORE travel begins. Exception to this would be in cases of medical emergency where delay would be hazardous to life or health.

For claims with an account type of ALL OTHER, the system will compute the amount payable from factors such as account type, parameter set up of deductible amount per visit and per month, one-way or round-trip mileage, and applied costs. The amount payable for claims with an account type of C&P will also be computed by the system.

The Beneficiary Travel Dashboard (BT Dashboard) web application was released in 2012 as an accessory to the existing VistA Beneficiary Travel application. Travel clerks use BT Dashboard concurrently with the VistA BT claims functionality, usually on side-by-side screens, to calculate mileage with Bing™ Maps.

The Beneficiary Travel Enhancement Project (BT Enhancement) added several new features:
- Special Mode Trip Tracking
- Support for Common Carrier as a means of transportation
- Alternate POW and Hardship processing
- Manual waiver processing
- Automatic eligibility determination
- Automatic generation of denial of benefits letters
- The ability to edit the denial letter template (requires the user to have the new DGBT EDIT DENIAL LTRS security key)
- Improved trip tracking
- Automatic deductible zeroing for qualified veterans
- Sharing of claim data from other sites
- Enhanced reporting, including on-demand and queued reports

Orientation

This is the technical manual for the Beneficiary Travel software package. It is designed to provide necessary information for use in the technical operation of the Beneficiary Travel software product. The technical manual is intended for use by technical computer personnel and not the typical end user.

General Information

Namespace and Conventions

The namespace assigned to Beneficiary Travel is DGBT. Beneficiary Travel Dashboard includes web components as well as operating system configuration.

The namespace for the Beneficiary Travel Dashboard package, classes, and Cache Server Pages (CSP) files is DGBT.

Integrity Checker

Beneficiary Travel uses KIDS integrity checker. Under the installation option of the Kernel Installation Distribution System menu, select Verify Checksums in Transport Global to ensure that the routines are correct.

SACC Exemptions/Non-Standard Code

There are no SACC exemptions/non-standard code in the Beneficiary Travel package.

Implementation and Maintenance

The Beneficiary Travel package may be tailored specifically to meet the needs of the various sites. The Beneficiary Travel package will function around the parameters defined through the Parameter Rates Enter/Edit option.

Bene Travel Account File Setup

As of patch DGBT*1.0*20 the following rules must be followed for entries in Beneficiary Travel Account file 392.3:
A. Sites must deactivate all accounts for mileage claims that are not of Type 4 (ALL OTHER) or Type 5 (C&P). Or, if the site wishes to keep any of the accounts with types other than 4 or 5 active, they can change that account type to 4 or 5. A site can have more than one account of type 4 or type 5, but the default will be the first active account type of 4 (ALL OTHER).

B. A site can have only one active special mode account type (Type 3). It must contain the exact text "SPECIAL MODE – NON-EMERGEN" in the text of the .01 ACCOUNT field. A 3-digit account code can precede or follow the required text. All other Type 3 entries must be deactivated.

Parameter Rates Enter/Edit

The Parameter Rates Enter/Edit option is used to establish site specific parameters for the Beneficiary Travel package. Parameters for the Beneficiary Travel Dashboard web accessory application can be established through the Edit the BT Dashboard configuration file option. You must hold the DGBT SUPERVISOR key to access these options.

(Note: Under direction of the Chief Business Office, as of February 1, 2008 this feature has had some selections removed.)

Listed below is a brief explanation of each site parameter.

BT Certifying Official

This is the name of the official which will appear on all VA Forms 70-3542d, Cash Reimbursement of Beneficiary Travel Expenses. If this field is left blank, the user's name will be printed followed by DESIGNEE OF CERTIFYING OFFICIAL.

COREFLS active

This field determines if the Beneficiary Travel software uses vendors/carriers from the nationally held database of venders (COREFLS). In order for this field to be turned on, the CoreFLS package (CSL) must be installed in your system. By default this is set to NO and no editing is allowed, the software uses the vendor/carriers from the VENDOR file (#440).

BT Other Expenses Asked

This field is used to determine if the MEALS & LODGING and FERRY, BRIDGES, ETC. prompts will be asked in the Beneficiary Travel Claim Enter/Edit option. YES or NO.

Example

```
BT CERTIFYING OFFICIAL: BTOFFICIAL,ONE   MAS
COREFLS ACTIVE: NO//  (No Editing)
BT OTHER EXPENSES ASKED: YES
```

NOTE: Some sites use the value in the FISCAL SYMBOLS field of the rates record for printing on the forms or reports. If your site requires this information, use the following FileMan instructions to update this field in the current rates record. Under direction of the Chief Business Office, do not change any of the other rate record fields.

VA FileMan 22.0

```
Select OPTION: 1  ENTER OR EDIT FILE ENTRIES
INPUT TO WHAT FILE: PATIENT TEAM ASSIGNMENT// 43.1  MAS EVENT RATES
                                        (8 entries)
EDIT WHICH FIELD: ALL// FISCAL SYMBOLS
THEN EDIT FIELD:
Select MAS EVENT RATES DATE: 020108   FEB 01, 2008
FISCAL SYMBOLS:   <enter symbol for your site here>
```

BT Dashboard Configuration

Use the VistA option Edit the BT Dashboard configuration file [DGBT BENE TRAVEL CONFIG EDIT] to add a single entry to the BENEFICIARY TRAVEL DASHBOARD CONFIG File (#392.5).

Note: There should be only one entry in the BENEFICIARY TRAVEL DASHBOARD CONFIG file (#392.5) and its internal entry number (IEN) should be '1'.

To ensure that the IEN is '1', an Information Resource Management (IRM) programmer or other staff member can initially create one "stub" entry in the new Beneficiary Travel Dashboard Config file #392.5 and verify that its IEN is '1'. The Name field (#.01) only can be entered to create the record. Use either the Edit the BT Dashboard Configuration file [DGBT BENE TRAVEL CONFIG EDIT] option or FileMan ENTER OR EDIT FILE ENTRIES to add the entry.

Sample Beneficiary Travel Dashboard Configuration session using the Edit the BT Dashboard Configuration file [DGBT BENE TRAVEL CONFIG EDIT] option from programmer mode to enter a "stub" entry:

```
>D ^XUP

Setting up programmer environment
This is a TEST account.

Terminal Type set to: C-VT320

Select OPTION NAME: DGBT BENE TRAVEL CONFIG EDIT        Edit the BT Dashboard con
figuration file
Edit the BT Dashboard configuration file
```

```
   Select BENEFICIARY TRAVEL DASHBOARD CONFIG NAME: YOURFACILITY VAMC
      Are you adding 'YOURFACILITY VAMC' as
        a new BENEFICIARY TRAVEL DASHBOARD CONFIG (the 1ST)? No// Y  (Yes)
Select VA INSTITUTION: ^
Select BENEFICIARY TRAVEL DASHBOARD CONFIG NAME:
   >
```

To verify that the IEN of the new entry is '1', use FileMan INQUIRE TO FILE ENTRIES and select "BOTH" at the "Include COMPUTED fields" prompt. There should be only one entry. Its IEN will be labeled "NUMBER" in the display and its value should be '1'.

Example

```
VA FileMan 22.0


Select OPTION: INQUIRE TO FILE ENTRIES


OUTPUT FROM WHAT FILE: BENEFICIARY TRAVEL DASHBOARD CONFIG//
Select BENEFICIARY TRAVEL DASHBOARD CONFIG NAME: YOURFACILITY VAMC
 ANOTHER ONE:
 STANDARD CAPTIONED OUTPUT? Yes//   (Yes)
Include COMPUTED fields:  (N/Y/R/B): NO// BOTH Computed Fields and Record
 Number(IEN)
 NUMBER: 1                          NAME: YOURFACILITY VAMC
   PRIMARY INSTITUTION: YOURFACILITY VAMC
```

The ADPAC or supervisor can then complete the configuration work by adding entries to the VA Institution and Non-VA Institution multiples.

The Non-VA Institution multiple is a free text field that can be used to track institutions that are not in the Institution file #4. Institution to Track and Specialty multiples can be entered under each. The list of specialties will appear in BT Dashboard when the user clicks on the mileage figure next to the institution.
   a. Institution to Track points to the Institution file (#4)
   b. Specialty is a free text field and multiple specialties can be added for each institution. This field is not required, but can also be used to store services offered and notes about the institution.

Note: The Alternate Address field in the VA Institution multiple is necessary only if the application returns 0 mileage or incorrect mileage for the site (i.e., the address in the Institution file #4 cannot be resolved by the mapping API used by BT Dashboard).

Sample Beneficiary Travel Dashboard Configuration session using the Edit the BT Dashboard Configuration file [DGBT BENE TRAVEL CONFIG EDIT] option from the Beneficiary Travel Menu:

```
             Bene Travel Account file Enter/Edit
             Claim Enter/Edit
             Edit the BT Dashboard configuration file
             Income Certification Eligibility
             Parameter Rates Enter/Edit
             Report of Claim Amounts
             Reprint of 70-3542d form
             View of Claim


Select Beneficiary Travel Menu Option: Edit the BT Dashboard configuration file

Select BENEFICIARY TRAVEL DASHBOARD CONFIG NAME: YOURFACILITY VAMC
NAME: YOURFACILITY VAMC//
Select VA INSTITUTION: YOUR CBOC
 Are you adding 'YOUR CBOC' as a new VA INSTITUTION (the
 1ST for this BENEFICIARY TRAVEL DASHBOARD CONFIG)? No// Y  (Yes)
   ACTIVE: 1  YES
   ALTERNATE ADDRESS: 3111 MAIN STREET
   Select SPECIALTY: SPECIALTY 1
   Are you adding 'SPECIALTY 1' as a new SPECIALTY (the 1ST for this VA
 INSTITUTION)? No// Y  (Yes)
   Select SPECIALTY:
Select VA INSTITUTION:
Select NON-VA INSTITUTION: INSTITUTION 2
   Are you adding 'INSTITUTION 2' as a new NON-VA INSTITUTION (the 1ST for
 this BENEFICIARY TRAVEL DASHBOARD CONFIG)? No// Y  (Yes)
   ACTIVE: 1  YES
   ADDRESS: 3112 MAIN
   Select SPECIALTY: SPECIALTY 2
   Are you adding 'SPECIALTY 2' as a new SPECIALTY (the 1ST for this
 NON-VA INSTITUTION)? No// Y  (Yes)
   Select SPECIALTY:
Select NON-VA INSTITUTION: ^
```

Sample completed configuration record:

```
 Select BENEFICIARY TRAVEL DASHBOARD CONFIG NAME: INDIANAPOLIS VAMC
 ANOTHER ONE:
 STANDARD CAPTIONED OUTPUT? Yes//    (Yes)
Include COMPUTED fields:  (N/Y/R/B): NO// BOTH Computed Fields and Record
 Number (IEN)
 NUMBER: 1
NAME: INDIANAPOLIS VAMC
   PRIMARY INSTITUTION: INDIANAPOLIS VAMC
```

```
INSTITUTION TO TRACK: INDIANAPOLIS VAMC
   ACTIVE: 1
INSTITUTION TO TRACK: BLOOMINGTON        ACTIVE: 1
SPECIALTY: Nutrition (2 days a month)
SPECIALTY: Mental Health
SPECIALTY: Social Work (1 day a month)
SPECIALTY: BT Dashboard User PMRS (1 day a month)
INSTITUTION TO TRACK: MUNCIE              ACTIVE: 1
SPECIALTY: Part-time Nutrition-MOVE Program
SPECIALTY: Clinical Pharmacist - fulltime
SPECIALTY: PTSD
SPECIALTY: Tele-retinal
SPECIALTY: Radiology
SPECIALTY: Lab Drawing - only couriered to Fort Wayne
```

Routines

Routines to Map

There are no Beneficiary Travel routines recommended for mapping.

Called Routines

```
VADATE       Generic Date Routine
VADPT        Obtain Patient Information
VAUTOMA      Generic One, Many, All Routine
VALM1        Returns the current date and time
```

Please refer to VADPT documentation for further information.

VAUTOMA

VAUTOMA is a routine which will do a one/many/all prompt - returning the chosen values in a subscripted variable specified by the calling programmer.

Input variables:
   VAUTSTR   string which describes what is to be entered.
   VAUTNI   defines if array is sorted alphabetically or numerically.
   VAUTVB   name of the subscripted variable to be returned.
   VAUTNALL   define this variable if you do not want the user to be given the ALL option.

   Other variables as required by a call to ^DIC (see VA FileMan Programmers Manual).

Output variables:
   As defined in VAUTVB

VADATE

When VADATE is called it creates an array containing the current date in internal (FileMan) format and external VA-approved format.

VALM1

VALM1 is called at the NOW^VALM1 which returns the current date and time in external VA-approved format.

Remote Procedure Calls (RPCs)

The following RPCs are called by Beneficiary Travel Dashboard:

- VST1^ORWCV – gets list of visits/appointments when the travel clerk selects a new patient
- CONTEXT^TIUSRVLO – gets list of TIU notes when the travel clerk selects a new patient
- LIST^ORQQCN – gets list of consults when the travel clerk selects a new patient
- AGET^ORWORR – gets list of orders when travel clerk selects a new patient

The following RPC is called by the Beneficiary Travel Package to retrieve the number of claims and amount of deductible paid by a patient during the current month:

RPC name in Remote Procedure file: DGBT CLAIM DEDUCTIBLE PAID

      INPUT PARAMETER: PATIENT ICN
      DESCRIPTION: PATIENTS ICN NUMBER FROM ^DPT(DFN).
      INPUT PARAMETER: CLAIM DATE
      DESCRIPTION: BENEFICIARY TRAVEL CLAIM DATE (NOT THE CURRENT DATE)
      INPUT PARAMETER: DGBTRET
      DESCRIPTION: The variable the return information will be returned in.

This invokes RPC^DGBTRDV to get any claim information, for the current patient at all sites visited during the current month.

The RPC retrieves a list treating facilities from file 391.91 and checks if the treatment date occurred during the current month. If the treatment date is within the current month then the RPC retrieves the number of trips, both one way and round trip, the amount of any deductible paid and/or whether the patient has a manual waiver at that site.

The following RPC Broker API is called at the remote facility to invoke the above BT RPC:
RPC Name in Remote Procedure file: XWB REMOTE RPC
D EN1^XWB2HL7(.DGBTRET,DGBTIEN,DGBTRPC,"",DGBTICN,DGBTDTI)
Variables passed in:

      DGBTRET – Array name the remote site information is returned in.
      DGBTIEN - The patients internal entry number from the ^DPT – the patient file.
      DGBTRPC - The name of the RPC to use at the remote site.
      DGBTICN - The patients ICN (Integration Control Number)
      DGBTDTI - The claim date at the site making the request.

Routine List

The following are the steps you may take to obtain a listing of the routines contained in the Beneficiary Travel package.

1) Programmer Options Menu
2) Routine Tools Menu
3) First Line Routine Print Option
4) Routine Selector: DGBT*

XINDEX

This option analyzes the structure of a routine(s) to determine in part if the routine(s) adheres to **V**_IST_**A** Programming Standards. The XINDEX output may include the following components: compiled list of errors and warnings, routine listing, local variables, global variables, naked globals, label references, and external references. By running XINDEX for a specified set of routines, the user is afforded the opportunity to discover any deviations from **V**_IST_**A** Programming Standards which exist in the selected routine(s) and to see how routines interact with one another, that is, which routines call or are called by other routines.

To run XINDEX for the Beneficiary Travel package, specify the following namespaces at the "routine(s)?>" prompt: DGBT*.

Beneficiary Travel initialization routines which reside in the UCI in which XINDEX is being run, compiled template routines, and local routines found within the Beneficiary Travel namespace can be omitted at the "routine(s) ?>" prompt. To omit routines from selection, preface the namespace with a minus sign (-).

List File Attributes

This FileMan option allows the user to generate documentation pertaining to files and file structure. Utilization of this option via the "Standard" format will yield the following data dictionary information for a specified file(s): file name and description, identifiers, cross-references, files pointed to by the file specified, files which point to the file specified, input templates, print templates, and sort templates. In addition, the following applicable data is supplied for each field in the file: field name, number, title, global location, description, help prompt, cross-reference(s), input transform, date last edited, and notes.

Using the "Global Map" format of this option generates an output which lists all cross-references for the file selected, global location of each field in the file, input templates, print templates, and sort templates.

FileMan also provides additional display options, including custom tailored output that can be specified by the user.

Files

Globals and Files

The main global used in the Beneficiary Travel package is ^DGBT. Journaling of the ^DGBT global is mandatory.

The MAS EVENT RATE file and MAS PARAMETERS file belong to the Registration package and contain fields granting ownership to the Beneficiary Travel package.

File List

The following MAS Parameters file affects how Beneficiary Travel performs. For detailed information on each parameter, see the Beneficiary Travel User Guide.

```
FILE          FILE
NUMBER        NAME                                         GLOBAL
43            MAS PARAMETERS                               ^DG(43,
              Field  Field #
              BT CERTIFYING OFFICIAL (#720)
              BT OTHER EXPENSES ASKED(#721)
              USE TEMPORARY ADDRESS  (#722)
43.1          MAS EVENT RATES                              ^DG(43.1,
              Field  Field #
              DEDUCTIBLE/VISIT (#30.01)
              DEDUCTIBLE/MONTH (#30.02)
              MILEAGE RATE  (#30.03)
              FISCAL SYMBOLS   (#30.04)
              C&P REVIEW VISIT MILEAGE RATE (#30.05)
```

Security Key List

DGBT EDIT DENIAL LTRS

   DESCRIPTIVE NAME: NEEDED TO EDIT DENIAL LETTERS
   PERSON LOOKUP: LOOKUP
   DESCRIPTION: The Holder of this key will be allowed to edit the denial letter
       templates.

DGBT LOCAL VENDOR

   DESCRIPTION: This key allows users to add a CoreFLS vendor from the
   Nationally held database into the site's Local Vendor file (#392.31).

DGBT SUPERVISOR

   DESCRIPTION: This key is to be given to MAS Supervisors to restrict access
   to some of the Beneficiary Travel Options.

Menu Options

The main menu for Beneficiary travel is:

Beneficiary Travel Menu   [DGBT BENE TRAVEL MENU]

Options included on the menu are:

Option Name Displayed	Option Name	Security Key
Bene Travel Account file Enter/Edit	DGBT BENE TRAVEL ACCOUNT	DGBT SUPERVISOR
Claim Enter/Edit	DGBT BENE TRAVEL SCREEN	
Edit the BT Dashboard configuration file	DGBT BENE TRAVEL CONFIG EDIT	DGBT SUPERVISOR
Income Certification Eligibility	DGBT BENE TRAVEL CERTIFICATION	
Parameter Rates Enter/Edit	DGBT BENE TRAVEL RATES	DGBT SUPERVISOR
Report of Claim Amounts	DGBT BENE TRAVEL REPORT	
Reprint of 70-3542d form	DGBT BENE TRAVEL REPRINT	
Edit Denial Letters Template	DGBT EDIT DENIAL LETTERS	DGBT EDIT DENIAL LTRS
View of Claim	DGBT BENE TRAVEL VIEW	
Manual Deductible Waiver	DGBT MANUAL DEDUCTIBLE WAIVER	
BT Alternate Income Enter/Edit	DGBT ALTERNATE INCOME	
Reprint Denial of Benefits Letters	DGBT REPRINT DENIAL LETTERS	
Beneficiary Travel Reports	DGBT TRAVEL REPORTS Menu	
Summary Report	DGBT SUMMARY REPORT	
Audit Report	DGBT AUDIT REPORT	
Clerk Report	DGBT CLERK REPORT	
Travel Pattern Report	DGBT TRAVEL PATTERN REPORT	
Special Mode Report	DGBT SPECIAL MODE REPORT	
Fiscal Report	DGBT FISCAL REPORT	

Generate Online Documentation

The following are the steps you may take to obtain information about menus, exported protocols, exported options, and exported list templates concerning the Beneficiary Travel package.

Menu Diagrams

1. Programmers Options
2. Menu Management
3. Display Menus and Options Menu
4. Diagram Menus
5. Select User or Option Name: O.DGBT BENE TRAVEL MENU

Exported Protocols

1. VA FileMan Menu
2. Print File Entries Option
3. Output from what File: PROTOCOL
4. Sort by: Name
5. Start with name: DGBT to DGBTZ
6. Within name, sort by: <RET>
7. First print field: Name

Exported Options

1. VA FileMan Menu
2. Print File Entries Option
3. Output from what File: OPTION
4. Sort by: Name
5. Start with name: DGBT to DGBTZ
6. Within name, sort by: <RET>
7. First print field: Name

Exported List Templates

1. VA FileMan Menu
2. Print File Entries Option
3. Output from what File: LIST TEMPLATE
4. Sort by: Name
5. Start with name: DGBT to DGBTZ
6. Within name, sort by: <RET>
7. First print field: Name

Archiving and Purging

There are no archiving and purging capabilities connected to the Beneficiary Travel package.

External/Internal Relations

Minimums of VA FileMan V. 22.0, Kernel V. 8.0, Remote Procedure Call (RPC) Broker V.1.1, and PIMS V. 5.3 are required to run this package.

DBIA Agreements

The following are the steps you may take to obtain the database integration agreements for the Beneficiary Travel package.

DBIA Agreements - Custodial Package

1. FORUM
2. DBA Menu
3. Integration Agreements Menu
4. Custodial Package Menu
5. Active by Custodial Package Option
6. Select Package Name: Beneficiary Travel

DBIA Agreements - Subscriber Package

1. FORUM
2. DBA Menu
3. Integration Agreements Menu
4. Subscriber Package Menu
5. Print Active by Subscriber Package Option
6. Start with subscriber package: Beneficiary Travel

Package-Wide Variables

There are no package-wide variables associated with the Beneficiary Travel package.

Security

Security Keys

The following are the steps you may take to obtain information about the security keys contained in the Beneficiary Travel package.

1. VA FileMan Menu
2. Print File Entries Option
3. Output from what File: SECURITY KEY
4. Sort by: Name
5. Start with name: DGBT to DGBTZ
6. Within name, sort by: <RET>
7. First print field: Name
8. Then print field: Description

FileMan Access Codes

Below is a list of recommended FileMan Access Codes associated with each file contained in the Beneficiary Travel package. This list may be used to assist in assigning users appropriate FileMan Access Codes.

FILE NUMBER	FILE NAME	DD ACCESS	RD ACCESS	WR ACCESS	DEL ACCESS	LAYGO ACCESS
43**	MAS PARAMETERS	@	d	D	@	@
43.1**	MAS EVENT RATES	@	d	D	D	D
392	BENEFICIARY TRAVEL CLAIM	@	d	@	@	@
392.1	BENEFICIARY TRAVEL DISTANCE	@	d	D	D	D
392.2	BENEFICIARY TRAVEL CERTIFICATION	@	d	D	D	D
392.3	BENEFICIARY TRAVEL ACCOUNT	@	d	@	@	@
392.4	BENEFICIARY TRAVEL MODE OF TRANSPORTATION	@	d	D	@	D
392.5	BENEFICIARY TRAVEL DASHBOARD CONFIG	@	d	D	@	D
392.51	BENEFICIARY TRAVEL DASHBOARD AUDIT	@	d	@	@	@
392.15	BT REMOTE CLAIM CHECK	@	d	D	@	D
392.31	LOCAL VENDOR	@	d	D	@	D
392.41	BT CLAIM ELIGIBILITY CODE	@	d	D	@	D
392.42	BT SPECIAL MODE OF TRANSPORTATION	@	d	D	@	D
392.6	BENEFICIARY TRAVEL DENIAL	@	d	D	@	D

```
        LETTERS
392.7   BENEFICIARY TRAVEL MANUAL        @    d    D    @    D
        DEDUCTIBLE WAIVER
392.8   BENEFICIARY TRAVEL DENIAL        @    d    D    @    D
        REASONS
392.9   BT PATIENT ALTERNATE INCOME      @    d    D    @    D
```

** Files owned by the Registration package contain fields belonging to the Beneficiary Travel package.

EAS*1*113 - BT BULLETIN

With the installation of EAS*1*113; a BT CLAIMS PROCESSING Mail group will be automatically created in VistA to receive a new BT Bulletin named EAS BT CLAIMS PROCESSING. Users who validate BT eligibility based on income or process BT claims should be added to the mail group.

When an IVM converted/reversal income test is received from ES, a check will be done to see if the BT Financial Indicator is different than the BT Financial Indicator on file (e.g. the new Financial Indicator is 1 (YES) and the BT Financial Indicator on File is 0 (No),or the new status is 0 (NO) and the BT Financial Indicator on File is 1 (Yes) or a null). If the BT Financial Indicator has changed, a bulletin will be sent to the BT CLAIMS PROCESSING Mail group.

The ES HL7 ORU-Z06 message sends the BT Financial Indicator (BTFI) to VistA in the ZMT-31 segment-sequence. The BTFI will be stored to the BT FINANCIAL INDICATOR (#4) field of the ANNUAL MEANS TEST (#408.31) file.

The BT Financial Indicator may be viewed on the Means Test or RX Copay Test summary screen using the View a Past Means Test [DG MEANS TEST VIEW TEST] or View a Past Copay Test [DG CO-PAY TEST VIEW TEST] options respectively.

EAS BT CLAIMS PROCESSING Bulletin

The EAS BT CLAIMS PROCESSING bulletin was created with the release of EAS*1*113.

```
NAME: EAS BT CLAIMS PROCESSING
  SUBJECT: IVM - Beneficiary Travel Financial Indicator UPLOAD FOR |10|
  RETENTION DAYS: 7                    PRIORITY?: NO
 MESSAGE:

 An Income Verification Match verified Beneficiary Travel Information has
been uploaded for the following patient.

 Patient Name:  |1|

 Last 4 of SSN:  |2|

 ICN:  |3|

 DFN:  |4|
```

```
STATION NUMBER:  |5|

Prev Category:  |6|

New Category:  |7|

Date of Test:  |8|

Income Year of Conversion:  |9|

MAIL GROUP: BT CLAIMS PROCESSING

DESCRIPTION:   The VistA System will trigger a BT Bulletin so that the
appropriate VistA staff will be notified of a change in the BT Financial
Indicator. A bulletin will be triggered in VistA and sent to the BT Claims
Processing mail group when there is a change to the BT Financial Indicator
received from the Enrollment System.
PARAMETER: 1
PARAMETER: 2
PARAMETER: 3
PARAMETER: 4
PARAMETER: 5
PARAMETER: 6
```

BT CLAIMS PROCESSING Mail Group

The BT CLAIMS PROCESSING mail group was created with the release of EAS*1*113. Users who validate BT eligibility based on income or process BT claims should be added to the mail group.

Glossary

Term	Definition
A&A	Aid and Attendance
Beneficiary	The party to whom the mileage reimbursement is owed. In most cases, the beneficiary is the same as the patient. There are some exceptions. For instance, when the patient is under anesthesia and the caretaker presents the appointment documentation to the Travel Office.
Bing™ Maps API	Microsoft 3rd party application used with BT Dashboard. Bing Maps provides directions, mileage, and a visual map for the travel office personnel to use when determining the correct mileage between the beneficiary's home and the treating VHA facility Also provides the Application Programming Interface (API)
BT	Beneficiary Travel
BTD	Beneficiary Travel Dashboard
CBO	Chief Business Office
Class 1	Software produced and supported inside of the Product Development (PD) organization
Class 3	Also known as Field Developed Software Refers to all VHA software produced and supported outside of the Product Development (PD) organization
C&P	Compensation & Pension
Consults	Consultations are used by care providers (doctors, nurses, pharmacists, and therapists, as well as their Clerical Staff) to make or service requests for consults on patients Examples of Consults are: Radiology exams, appointment with a Social Worker, a request for a vision exam, etc.
CSP	Cache Server Pages
Gateway	Gateway is a computer system that transfers data between normally incompatible applications or networks or which allows users of one system or network to gain access to another network or system Also, provides protocol translations as needed
CSP Gateway	Caché Server Pages (CSP) technology allows you to build and deploy Web applications. CSP lets you dynamically generate Web pages, typically using data from a Caché database. These pages are dynamic; that is, the same page may deliver different content each time it is requested
GUI	Graphical User Interface
InterSystems	The 3rd party vendor that provides a product known as InterSystems Cache
KIDS	Kernel Installation and Distribution System
MAS	Medical Administration Service
MT	Means Test
OIG	Office of Inspector General

Term	Definition
PIMS	Patient Information Management System
REST-API	The Bing™ Maps REST Services Application Programming Interface is a Representational State Transfer (REST) API used to find an address, retrieve a map with a pushpin, and a label, or get driving directions. Users do these tasks by constructing a URL.
Rx	Prescription
SACC	Standards and Conventions Committee
SC%	Service Connected disability % determines the amount of VA benefits for which a veteran qualifies based on a service-connected injury(ies) or illness(es).
Section 508	A Public Law that agencies must provide employees and members of the public who have disabilities access to electronic and information technology that is comparable to the access available to employees and members of the public who are not individuals with disabilities.
SSN	Social Security Number
VA	Veterans Affairs
VACO	Veterans Affairs Central Office
VHA	Veterans Health Administration
VistA	Veterans Health Information Systems Technology Architecture
VMS	Virtual Memory System

Appendix A
Beneficiary Travel Dashboard

Introduction

The Indianapolis VAMC developed the Class 3 web-based Beneficiary Travel (BT) Dashboard to assist users in making faster, more accurate decisions on mileage reimbursement for travel claims. The VHA Chief Business Office requested the BT Dashboard package be implemented as part of the Cost Efficiency Initiative, which is one of the VA Secretary's 16 Major Transformation Initiatives (T-16). BT Dashboard functions as an accessory to the VistA Beneficiary Travel claims functionality. No data is entered or stored in this application.

The BT Dashboard is a web-based application designed to be used along with the existing VistA Beneficiary Travel claim features in concurrent sessions. For most effective use, travel clerks will have side-by-side monitors running a VistA Beneficiary Travel session on one screen and a BT Dashboard session on the other screen. BT Dashboard calculates the driving mileage from the patient's address to a configured set of institutions. Using the Beneficiary Travel Claim menu, the application automatically synchronizes with travel claims as claims are created in VistA. BT Dashboard also displays patient appointments, notes, orders, consults, and past claims.

The locally-developed BT Dashboard package was accepted by OIT as a priority for conversion from Class 3 (local use) to Class 1 (VHA-wide use). In 2012, the BT Dashboard web application was installed and tested in production at thirteen VAMC facilities. This included individual VAMC web server installations, as well as several VAMCs in Region 1 where a single, centralized, web server was used. One server per region is the expected configuration to host the web side of BT Dashboard.

Summary of work steps using BT Dashboard and VistA Beneficiary Travel:
1. Travel clerk opens a VistA session using the Beneficiary Travel menu.
2. Travel clerk opens a BT Dashboard session.
3. Travel clerk enters a new travel claim into VistA through the Claim Enter/Edit option.
4. Travel clerk uses BT Dashboard to find and synchronize with the claim, extract the patient's address from VistA, and calculate the distance between the patient's home address and each VAMC and CBOC in the area using the Bing Maps API.
5. BT Dashboard display:
   a. Patient name
   b. Patient address
   c. Service connection percentage
   d. Scheduled appointments and status of each appointment, notes, orders, consults, and claims
   e. Clinical inventory list of each facility within the area
   f. Mileage to configured facilities

No data is entered through BT Dashboard. BT Dashboard only displays mileage and other information. The travel clerk enters the mileage generated by BT Dashboard at the appropriate prompt while entering a travel claim in VistA.

Process Flowchart of Operations
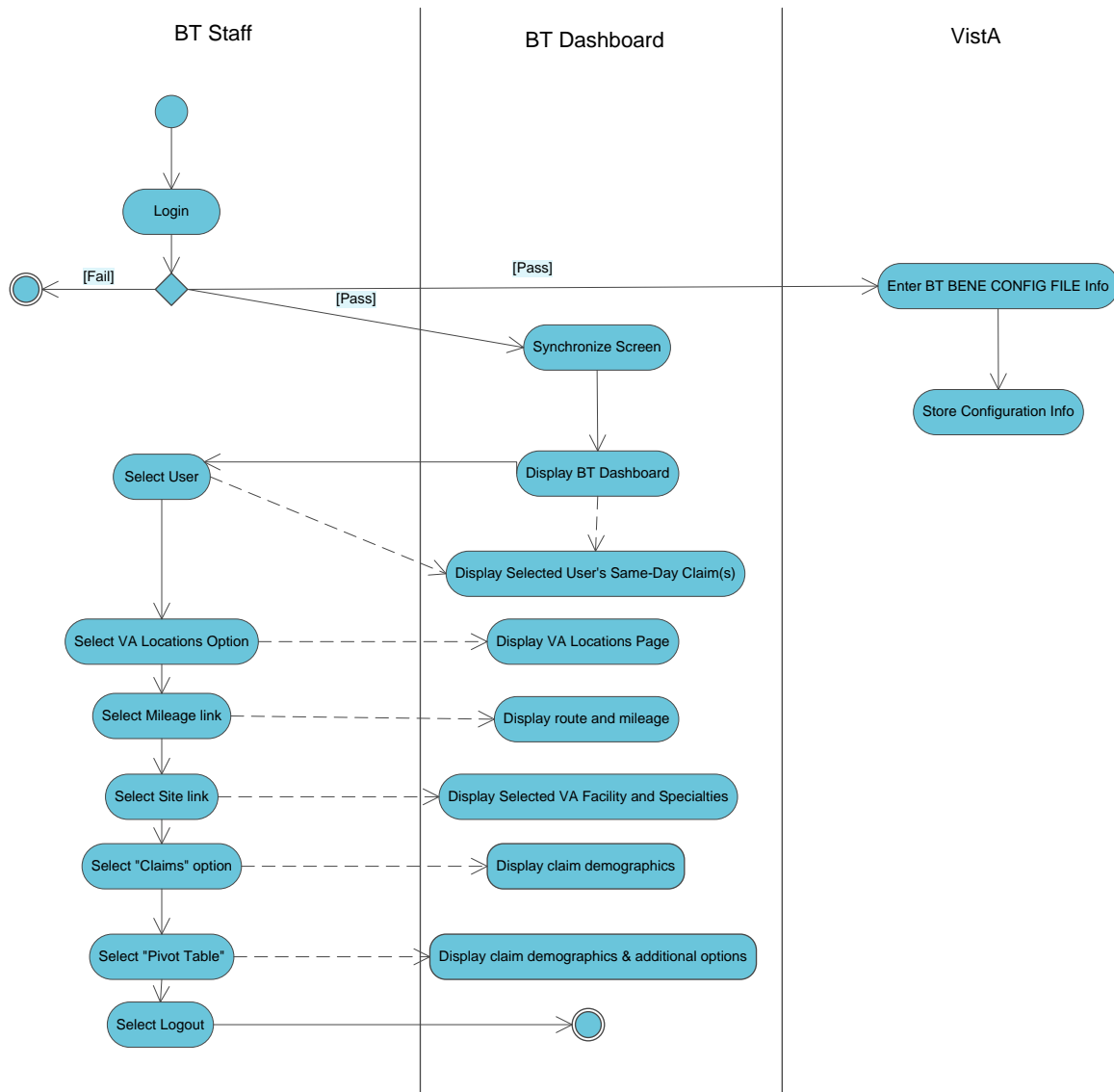
Process Flowchart of Operations

Web and Operating System Components

DGBT*1.0*19 must be installed on each facility's VistA system as a prerequisite to using BT Dashboard. For more information, refer to the DGBT*1*19 Patch Description and the BT Dashboard Installation Guide.

Access to the Web Application

The Beneficiary Travel Dashboard is a web-based application that runs in the browser. The URL for the application can be obtained from an OI&T System Administrator.

In order to log into the Beneficiary Travel Dashboard you need to have the DGBT BENE TRAVEL MENU allocated as a primary or secondary menu option. Users of the BT VistA package should already have this option allocated.

Security for the Web Application

BT Dashboard is considered a minor application. BT Dashboard displays data that contains sensitive information, such as patient name, location of treatment, etc.
- Users must employ safeguards to ensure the security of the data contained within. Access is granted through a formal request process.
- Use your VistA Travel Claim package User ID and PIV card PIN for BT Dashboard.

BT Dashboard has undergone the development of an SRR (System Relevance Review) as part of the Certification Accreditation (C&A) process. This serves as the security baseline for specifications and design for BT Dashboard.

The CSP Gateway web server should be HTTPS enabled if possible. Obtain and install a security certification through the proper channels.

.XML File

The .xml file containing the .csp and .cls source code can be obtained via FTP from **Anonymous** (see directions on patch DG*1.0*19). The .xml file has a timestamp in the file name indicating when the file was created
(e.g. BeneTravelDashboard_20120417_0834.xml for April 17, 2012 @ 8:34am).
The timestamp indicates the version of the file with the most recent version having the latest timestamp.