

PIMS V. 5.3 ADT Module User Manual

MAS Code Sheet Manager Menu

MAS Code Sheet User Menu

- Generate a Code Sheet
- Create a Code Sheet
- Keypunch a Code Sheet
- Code Sheet Edit
- Review a Code Sheet
- Delete a Code Sheet
- Print a Code Sheet

MAS Code Sheet Batch Menu

- Code Sheets Ready for Batching
- Batch Code Sheets
- Batch Edit
- Mark Code Sheets for Rebatching

MAS Code Sheet Transmission Menu

- Batches Waiting to be Transmitted
- Transmit Code Sheets
- Mark Batch for Retransmission
- Status of all Batches

Purge Transmission Records/Code Sheets

PLEASE NOTE

Other than the Generate a Code Sheet and Print a Code Sheet options, documentation for the MAS Code Sheet Manager Menu is not provided in the PIMS manual. For assistance, refer to the Generic Code Sheet User Manual.

Overview

MAS CODE SHEET USER MENU

GENERATE A CODE SHEET

This option is used to generate AMIS segments 223 (prior to FY 95), 334-341, 345-346, and 401-420.

PRINT A CODE SHEET

This option allows the printing of AMIS segments 167, 223, 290, 334-341, 345-346, and 401-420.

MAS Code Sheet User Menu

Generate a Code Sheet

The Generate a Code Sheet option is used to generate AMIS segments 334-341, 345-346, and 401-420. AMIS (Automated Management Information System) is a general system of computer programs used to process management reports. For AMIS code sheets generated after installation of the MAS v5.2 software, the AMIS 419 code sheet will not be created.

When a range of AMIS segments is chosen, the entire range will be generated. You cannot generate individual segments within the range. If the AMIS segments for the month/year you choose are not in balance, the following message will be displayed and you will not be allowed to proceed: "AMIS {selected segment #s} code sheets can not be generated for this month/year until the following segments are balanced: {out of balance segment #s}".

Once the AMIS segment(s) and month/year are selected, the system will automatically stuff the appropriate data into the fields and mark the code sheet(s) for batching. A display of how the transmitted code sheet will look is provided.

An ID# will automatically be assigned by the system in the syntax: code sheet number-fiscal year.

If you are at a multidivisional facility and select other than a 300 segment, you will be prompted for the division. If a 300 segment is selected, the system assumes all divisions.

MAS Code Sheet User Menu

Print a Code Sheet

The Print a Code Sheet option allows printing of the 167, 290, 334-341, 345-346, and the 401-420 AMIS segments. AMIS (Automated Management Information System) is a general system of computer programs used to process management reports.

Following is a brief description of the type of activity reported by each segment.

167	mental health clinic
290	compensation and pension examinations
334-341	admission/discharge/transfer for each inpatient service
345-346	VA nursing home and domiciliary units
401-420	applications for care (registrations) by veteran category and dispositioning group

You will be prompted for the ID# of the MAS code sheet you wish to print. You may enter double question marks (??) for a list. This list provides the following information, if applicable: ID#, AMIS segment #, date the code sheet was created, and the AMIS month/year for each code sheet.

The selected segment will print in the transmission format followed by a list of each field for that segment. However, if the selected code sheet was "keypunched" (entered through the Key punch a Code Sheet option), it will be shown in the keypunched format only.