

SCMD - Service Code Maintenance Detail

This screen is used to display, modify or add detailed information and requirements for a specific service code. Only the workers responsible for maintaining the service code table will be able to add/modify details on this screen.

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CAFSSCMD          SERVICE CODE MAINTENANCE DETAIL          06/29/2016    15:53
USER ID : C81285  MODIFY

SERVICE CODE     : PFRS1      FOSTER FAMILY-ROOM&BOARD SUPER LEVEL 1
EFFECTIVE DATE   : 10/01/2015  END DATE : 99/99/9999          MODIFIABLE
UNIT BASED (Y/N) : Y          UNIT TYPE : DAY      CONTRACT REQD (R/P/N) : P
INVOICE (Y/N)   : N          LICENSE REQD (Y/N) : Y      AGE BANDING (Y/N) : Y
ON-GOING (Y/N) : Y          PAY LAST DAY (Y/N) : N      IV-A (Y/N) : Y
ONE-TIME (Y/N)  : Y          IV-E (Y/N) : Y          IV-A CATEGORY : SCR
SERP (Y/N/B)    : B          SBAS OBJ OF EXP : 7103      TITLE XX (Y/N/T) : T
SPECIAL JUSTIFICATION REQUIRED FLAG (Y/N) : N      CPIS (Y/N) : Y
1099 REPORTABLE (Y/N) : N    1099 BOX NUMBER : 7 1099 VERIFY DATE:
STANDARD RATES  :      18.70  AGES:    0 - 12
                  22.28          13 - 21
                  -
                  -
                  -

MAXIMUM AMOUNT:                PER :
MAXIMUM NUMBER OF UNITS :      PER :

APPROVAL LEVEL: Y -WORKER  Y -SUPERVISOR  N -ADMINISTRATOR  N -CENTRAL OFFICE
SHFT+F1=SCAN SERVICES  SHFT+F2=CLOSE SERVICES  SHFT+F12=FULL
                                     PATH:
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Field Descriptions (F12) indicates code lookup is available.

SERVICE CODE

This field will display the service code/description for the service that was selected on the SCML (Service Code Maintenance List) screen.

EFFECTIVE DATE

This field will display the effective date of the service details.

END DATE

This field will display the end date of the service details.

UNIT BASED (Y/N)

This field will display "Y" if the service is unit based or "N" if the service is not unit based. If the service is unit based, then a UNIT TYPE will be displayed.

UNIT TYPE (F12)

This field will display the unit type for the service, if it is a unit based service.

CONTRACT REQD (R/P/N)

This field will display “R” if a contract is required for the service, “P” if a contract is preferred for the service or “N” if a contract is not required for the service.

INVOICE (Y/N)

This field will display “Y” if the service will generate invoices to the service provider or “N” if the service will generate payments without an invoice to the service provider.

LICENSE REQD (Y/N)

This field will display “Y” if the service provider is required to have an active license in order to provide the service or “N” if the service provider is not required to have an active license in order to provide the service.

AGE BANDING (Y/N)

This field will display “Y” if age banding applies for the service or “N” if age banding does not apply for the service. If the service has age banding, then STANDARD RATES and AGES will be displayed.

ON-GOING (Y/N)

This field will display “Y” if the service is an on-going service or “N” if the service is not an on-going service. *For example, counseling (SCOUN) is an on-going service but glasses (SGLASS) is not an on-going service.*

PAY LAST DAY (Y/N)

This field will display “Y” if the system will pay for the last day of the service or “N” if the system will not pay for the last day of the service. *For example, most “P” services do not pay for the last day of service – payment is made for the number of NIGHTS the client stays at the facility, not the number of days.*

IV-A (Y/N)

This field will display “Y” if the service is a IV-A (TANF) eligible service or “N” if the service is not a IV-A (TANF) eligible service. If the service is IV-A eligible, then a IV-A CATEGORY will be displayed.

ONE-TIME (Y/N)

This field will display “Y” if the service is a one-time service or “N” if the service is not a one-time service. *For example, counseling (SCOUN), while an on-going service can also be a one-time service. Glasses (SGLASS) is always a one-time service.*

IV-E (Y/N)

This field will display “Y” if the service is a IV-E eligible service or “N” if the service is not a IV-E eligible service.

IV-A CATEGORY (F12)

This field will display the IV-A category for the service, if it is a IV-A eligible service.

SERP (Y/N/B)

This field will display “Y” if the service can only be entered as a payable service on SERP (Services Detail: Payable), “N” if the service can only be entered as a non-payable service on SERN (Services Detail: Non-Payable) or “B” if the service can be entered on both SERP and SERN.

SBAS OBJ OF EXP (F12)

If the SERP flag is marked “Y” or “B” (indicating the service is payable), this field will display the expense code that will be reported to SABHRS for the service.

TITLE XX (Y/N/T)

TITLE XX FUNDS ARE NO LONGER A VALID FUNDING SOURCE IN CAPS SO THIS INFORMATION IS NO LONGER VALID.

SPECIAL JUSTIFICATION REQUIRED FLAG (Y/N)

This field will display “Y” if the service requires special justification or “N” if the service does not require special justification. If the service requires special justification, the worker will be required to complete the SSJD (Supplemental Service Justification) screen at the time they enter the service.

CPIS (Y/N)

This field will display “Y” if the service is a valid CPIS service or “N” if the service is not a valid CPIS service. *CPIS is an online invoicing system – if the service provider is registered for CPIS, and the service is CPIS eligible, the provider will not receive paper invoices, but will complete and submit online invoices.*

1099 REPORTABLE (Y/N)

This field will display “Y” if the payments the service provider receives for providing the service are 1099 reportable for tax purposes or “N” if the payments the service provider receives for providing the service are not 1099 reportable for tax purposes.

1099 BOX NUMBER

This field will display the box number that the service/payment information will be reported under on the 1099 form.

1099 VERIFY DATE

This field will display the date the 1099 information was verified by central office.

STANDARD RATES

This field will display the standard rate(s) for the service, if applicable. If there are different rates for different age ranges, each age range will be listed separately.

AGES

This field will display the age range for any standard rates that have age banding associated with them.

MAXIMUM AMOUNT

This field will display the maximum amount allowed for the service, if applicable. *For example, respite (SRESP) allows a maximum amount of \$444.00 per fiscal year.*

PER (F12)

If there is a maximum amount associated to the service, this field will display the time period the system will utilize to determine if the maximum amount has been reached (semi-annually, fiscal year, calendar year, etc.)

MAXIMUM NUMBER OF UNITS

This field will display the maximum number of units allowed for the service code, if applicable. *For example, respite (SRESP) allows a maximum number of units of 111 per fiscal year.*

PER (F12)

If there is a maximum number of units associated to the service, this field will display the time period the system will utilize to determine if the maximum number of units has been reached (semi-annually, fiscal year, calendar year, etc.)

APPROVAL LEVEL

WORKER

This field will display “Y” if worker level approval is required. All services require a minimum of worker level approval.

SUPERVISOR

This field will display “Y” if supervisor level approval is required for the service or “N” if supervisor level approval is not required for the service.

ADMINISTRATOR

This field will display “Y” if regional administrator level approval is required for the service or “N” if regional administrator level approval is not required for the service.

CENTRAL OFFICE

This field will display “Y” if central office level approval is required for the service or “N” if central office level approval is not required for the service. *However, even if central office level approval is not required, if the entered service is 365+ days old, central office level will automatically be required.*

Additional Information

Shift + F1 = Scan Services

When open service codes need to be modified or end-dated, this function allows the workers responsible for maintaining the service code table to scan the system to see which clients currently have that service open on the SERL (Services List) screen.

Shift + F2 = Close Services

When open service codes need to be end-dated, this function allows the workers responsible for maintaining the service code table to scan the system to see which clients currently have that service open on the SERL (Services List) screen and automatically close those services.