

# Overpayments Overhaul (December 2007)

# Overpayments Change Principles

- Provide a better link between overpayments and adjustments.
- Offer more information regarding the overpayments and their adjustments.
- Provide more logical function to the adjustment process.
- Display the overpayments and their adjustments under the payee, and in a more understandable manner.

# Changes: Payment Request

- Added several new fields
  - Overpayment Status
  - Existing Overpayment Adjustments
  - Remaining Overpayment Balance

# Changes: Payment Request

Payment Request - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

**eWISACWIS** TM Print Spell Check Help

**Payment Request Identification**

Payment ID:	9996643	Request Date:	03/01/2007	<input checked="" type="checkbox"/> Overpayment Repaid
Creator:	Batch Program	County:	Waupaca	Status: Outstanding

**Provider Information**

Provider:	Dawn Vinz	Provider ID:	6779727	Existing Overpayment Adjustments:	\$27.00
Invoice Number:		Invoice Date:	00/00/0000	Remaining Overpayment Balance:	-\$600.00
Payee:	Dawn Vinz	Payee ID:	6779727		

**Case Participant Information**

Case:	Laurie Stilen	Case ID:	8068611
Participant:	Samuel M Schubert	Participant ID:	8337579
Worker:	Sandra Watson	Placement Status:	Receiving Home

**Service Information**

Placement:	Receiving Home 15+ years old - 11/10/06	<input type="button" value="Calculate"/>					
Service Category:	Receiving Home	Total Amount:	\$-627.00				
Service Type:	Receiving Home 15+ years old	Basic:	\$-411.00				
Start Date:	01/01/2007	End Date:	01/31/2007	Units:	0	Admin:	\$0.00
Overpayment Source #:		Purchase Request ID:		Exceptional:	\$0.00		
Description:	Overpayment created as a result of a retroactive placement ending	Supplemental:	\$-216.00				

**Repayment Information**

Options:

Done Trusted sites 100%

# Changes: Payment Request

- Changed “Overpayment Status” expando to “Repayment Information” expando.
- Removed “Overpayment Status” group box added “Provider Repayment Method” group box.
- Removed “Repayment Method” group box added “Individual Repayment Method” group box.

# Changes: Payment Request

Payment Request - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

**eWISACWIS** TM Print Spell Check Help

**Service Information**

Placement: Receiving Home 15+ years old - 11/10/06 Calculate

Service Category: Receiving Home Total Amount: \$-627.00

Service Type: Receiving Home 15+ years old Basic: \$-411.00

Start Date: 01/01/2007 End Date: 01/31/2007 Units: 0 Admin: \$0.00

Overpayment Source #: Purchase Request ID: Exceptional: \$0.00

Description: Overpayment created as a result of a retroactive placement ending Supplemental: \$-216.00

**Repayment Information**

**Provider Repayment Method**

Lutheran Social Services (123456) for Milwaukee  
Updated on: by:

Reduce by Individual Overpayments

Reduce by All Overpayments

Reduce Future Payments by... Monthly Amount: 0.00

**Individual Repayment Method**

Updated on: by:

Reduce by Total Overpayment Amount

Reduce Future Payments by...

Monthly Amount: \$0.00

Options: Go Save Close

Done Trusted sites 100%

# Changes: Payment Request

- By removing the “Overpayment Status” Group box we will move several statuses to different pages:
  - Write Off – Overpayment Adjustment Page
  - Cancel – New: Overpayment Maintenance Page
  - Sent to Collections – Overpayment Maintenance Page
  - Repaid – System derived, not maintainable.
  - Outstanding – Default status

# New: Overpayment Maintenance Page

- The status of an overpayment will be maintained through the new Overpayment Maintenance page.
  - Overpayment Status
  - Updated On
  - Updated by
  - Justification
- There will be no limit to the number of times a Status may be updated.

# Overpayment Maintenance Page

Overpayment Status Maintenance -- Webpage Dialogue

*eWiSACWIS* Print Spell Check Help

**Overpayment Status Maintenance**

Overpayment Status :  Updated on:  by:

Justification:

[Overpayment Status Definition](#)

http://dhfs-unit-test/ewisacwis/common/ModalFrame.jsp?templateMapUrl=/SM08b\_MaintainCasePlanGoal Internet

# Overpayment Maintenance Page

- Statuses affecting the entire overpayment are maintained on the Maintenance Page.
- Info messages will help users determine if they are selecting the correct status.
  - Outstanding – System default, overpayment is legit.
  - Cancel – Cancels the entire overpayment.
  - Sent to Collections – Overpayment with collection agency.
  - Uncollectible – Entire Overpayment is “Uncollectible”.

# Overpayment Maintenance Page

- Manual status options
  - Cancel
  - Outstanding
  - Sent to Collections
  - Uncollectible
- System derived status options
  - Balance Write Off
  - Settlement Write Off
  - Closed

# Changes: Provider Overpayment

- Removed the Date Criteria for searching
- Two new columns
  - Service Begin Dates
  - Service End Dates
- Sortable Columns
- Hyperlinks to Overpayments
- Hyperlinks to Overpayment Adjustments

# Changes: Provider Overpayment

Provider Overpayment - Microsoft Internet Explorer

eWiSACWIS Print Spell Check ABC Help ?

**Provider Information**

Provider:  [Search](#) Outstanding Amount:   
From:  To:  County:

**Search**

**Overpayment Information**

Payment ID	Request Date	Case ID	Case Participant	Service	Amount	Status
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**Adjustment Information**

Adjust ID	Request Date	Case ID	Case Participant	Service	Amount	Status
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**Close**

Done Internet

# Changes: Overpayment Adjustment Page

- No longer need assignment to provider to create an Overpayment Adjustment.

# Accessing: Overpayment Adjustment Page

eWiSACWIS - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

http://dhfs-unit-test/ewisacwis/LOGON.do

File Edit View Favorites Tools Help

eWiSACWIS

Case Work Provider Work Search Refresh Print Help Logout

Create Maintain Utilities Adoption Search Help

- Case Work
- Financial Work
  - Manual Check
  - Overpayment Adjustment
  - Payment Request
- Provider Work
- Access Report
- Information and Referral
- Provider
- Recruitment Event
- Providers
- Workers
- Approvals
- Access Reports

Approved/Cancelled

### eWiSACWIS Messages and Links

Please remember to verify AFCARS data on your case load prior to the end of the AFCARS report period 6/1/2006.

Help Desk phone number: (555) 555-5555

[Email the SACWIS Help Desk](#)

### County Messages and Links

Only workers in your county can view this information.

**You can use BOLD and RED to highlight something urgent**

Plain bold text to offset from standard information.

Red text, not bold.

[Dane County Home Page](#)

Done

Internet 100%

# Changes: Overpayment Adjustment Page

- New functions & displays added to page.
  - Adjustment Canceled
  - Existing Overpayment Adjustments
  - Current Adjustment Amount
  - Remaining Overpayment Balance
  - Type of Overpayment Adjustment

# Overpayment Adjustment Page

Provider Overpayment Adjustment - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

*eWiSACWIS* Print Spell Check Help

**Payment Request Identification**

Payment ID: 9996643 Request Date: 03/01/2007 County: Waupaca  
Creator: Batch Program  Overpayment Repaid  Cancelled

**Provider Information**

Provider: Vinz Invoice Number:  
Provider ID: 6779727 Invoice Date:

**Case Participant Information**

Case: Laurie Stilen Case ID: 8068611  
Participant: Samuel M. Schubert Participant ID: 8337579 Worker: Sandra Watson

**Service Information**

Service Category: Receiving Home	Basic: (\$411.00)	Exceptional: \$0.00
Service Type: Receiving Home 15+ years old	Admin: \$0.00	Supplemental: (\$216.00)
Start Date: 01/01/2007	Original Overpayment Amount :	(\$627.00)
End Date: 01/31/2007	Existing Overpayment Adjustments :	\$0.00
Overpayment Source Number:	Adjustment Type :	<input type="text"/> <a href="#">Details</a>
Description: Adjusted by Batch	Current Overpayment Adjustment Amount :	\$627.00
	Remaining Overpayment Balance :	\$0.00

Options:

# Function: Overpayment Adjustment Type

- User selected adjustment “Type” will determine how the system labels and deals with the overpayment.
  - Payment:
    - Indicates a payment from a provider to go against the overpayment.
  - Settlement:
    - An agreed upon adjustment amount to satisfy the entire overpayment. The system will create two adjustments, one labeled “Settlement” and another (the remaining balance) labeled “Settlement Write Off”.
  - Balance Write Off:
    - An adjustment indicating that the remaining balance of the overpayment is to be written off and the overpayment is said to be in good standing.

# Function: Overpayment Adjustment Type

- System selected adjustment “Type” will determine how the system labels and deals with the overpayment.

## Recoupment:

- System generated adjustment, derived from the documented repayment method.

## Settlement Write Off:

- System generated adjustment for the remaining balance of the overpayment, created when the user selects “Settlement” as the adjustment type.


# Outliner Display


- Display overpayments under the Payee.
- Display adjustments nested under the associated overpayment.
- Provide hover help text for each data element.
- Provide hyperlinks to various pages (Overpayment, Adjustment, Checks)
- Provide critical balance and status information.
- Display will be consistent between Provider and Case views.


# Outliner Display (Current)


## [Zoo, Mary \( 9221398 \)](#) [Actions](#)


CPS Family 06/02/2005 Cake, Caitlin M. (Supervisor) Milwaukee-Region 1 Macy st , Apt.#100. , Adams, WI 53910 FSL: Moderate


 Access Reports


 Adoption


 Assessment


 Assignment

 Eligibility

 ICPC

 Income/Eligibility

 Ongoing Services

 Payment

 [Payment Bird](#)

Foster Home-Gen License 0-4 years old (\$425.00) Zoo, F 09/12/2007 11/01/2006 11/30/2006 Milwaukee

 [Payment Barbie](#) [Pending Check](#)


Foster Home-Gen License 5-11 years old \$846.00 Zoo, B 11/01/2006 11/30/2006 Milwaukee


 [Payment Bird](#) [Pending Check](#)


Foster Home-Gen License 0-4 years old \$425.00 Zoo, F 11/01/2006 11/30/2006 Milwaukee


 [Overpayment Adj Bird](#)

Foster Home-Con License 0-4 years old \$25.00 Zoo, F 09/25/2007 11/01/2006 11/30/2006 Milwaukee

 Placement/Services

 Planning

 Related People

 Safety Assessment and Plan

# Outliner Display (New)

## § Payment

### [Overpayment Homesweets](#)

Protein, Pete N. 03/17/2006 (\$1,151.89) Homesweets F.H. - Gen. License 5-11 02/01/2006 02/28/2006 Outstanding (851.89) Milwaukee

#### [Manual Overpayment Adjustment](#)

05/31/2006 \$100.00 Payment Approved

#### [Overpayment Adjustment](#) [Pending Check](#)

04/30/2006 \$100.00 Recoupment

#### [Overpayment Adjustment](#) [Outstanding Check](#)

03/31/2006 \$100.00 Recoupment M0592373

#### [Manual Overpayment Adjustment](#)

05/31/2006 \$100.00 Settlement Cancelled

# Questions: