

I N D I V I C A

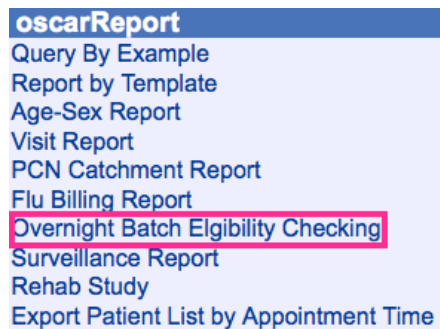
OBEC

If your EDT account has OBEC (overnight batch eligibility checking) enabled, you can use OSCAR to send a request. A file will be sent back which will tell you which health cards need to be updated.

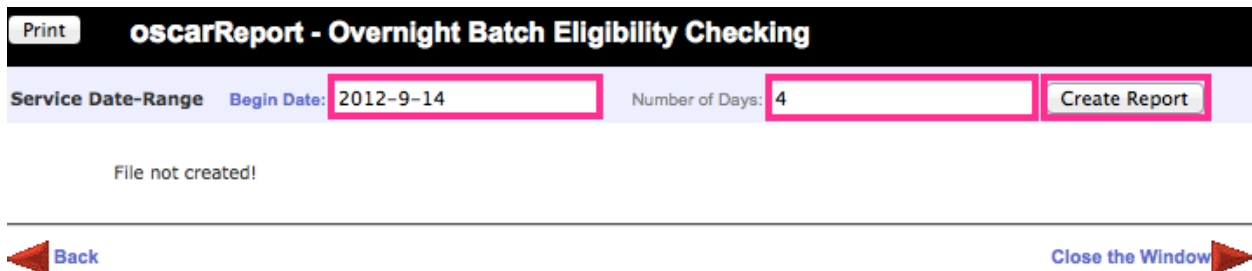
Note: If your EDT account does not have OBEC enabled, you cannot use this function.

I. Sending an OBEC Request

1. Click Admin. Under oscarReport, click Overnight Batch Eligibility Checking. A new window appears.



2. Choose a Begin Date and the number of days to check from that begin date. Note: OBEC will only check patients that are on the schedule.

A screenshot of a web form titled "oscarReport - Overnight Batch Eligibility Checking". The form has a "Print" button on the left. Below the title, there are three input fields: "Service Date-Range", "Begin Date: 2012-9-14", and "Number of Days: 4". A "Create Report" button is on the right. Below the form, there is a message "File not created!". At the bottom, there are two navigation buttons: "Back" with a left-pointing arrow and "Close the Window" with a right-pointing arrow.

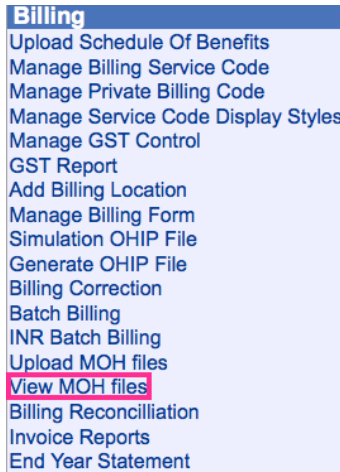
3. Click Create Report. Your OBEC file will be received the following day.



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II. Viewing OBEC File

1. Click Admin. Under Billing, click View MOH Files. A new window appears.




2. Find your OBEC file.

RESPONSE-20120913-#####.TXT Download 2012-09-13

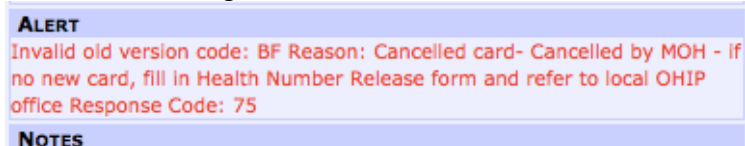
3. Click on it to open it.
Note: You need only click on these files once. After you have clicked it, it is recommended that you Archive it to indicate that this file has been used. Opening it again in the future will cause the patients contained to be flagged again (see Section II. step 4) which can result in loss of data.

4. Any patients flagged in the OBEC file will have the following changes made:

- *Red Asterisk* will appear beside their name on the schedule

 * Patient, Name | E |In | B | M | Rx | fu bw yr

- *Alert* will be changed to reflect the error on the health card



- *Version Code* will be replaced with ##

