Table of Contents

(OCA) Reconciliation Report v3

Functionality Overview

This report provides Community Based Care (CBC) Fiscal Workers and Department of Children and Families (DCF) Fiscal Staff with a breakdown of Other Cost Accumulator (OCA) for payments and OCA adjustments made in the reporting period, with the associated payment information.

The report is executed on demand based on user-entered selection criteria including Fiscal Agency, County (optional), Service Batches, Release Start Date, Release End Date, and Service Through Date (optional). The Service Through Date is entered as the last day of the service month for which the report executes.

The results are sorted by Fiscal Agency, County, OCA, Payee Name, Payee ID, Child Name, Child SSN, Service Type, and Payment Service Begin Date. The report generates as a PDF with level breaks on Fiscal Agency, County and OCA. The report can be exported to a CSV or Excel file where the user can sort the results by other columns.

The Service Batches are the same as on the Financial Batch Schedule page, including Foster Care, Adoption, Independent Living, Group Facility, Other, and Non-Recurring. The dates default to the past date of 01/01/1901, which does not return any transactions. The user must enter the date ranges for those Service Batches that they wish to include in the report. The Start/End Dates may be equal, but the End Date may not be less than the Start Date. For example, to generate the OCA reports for the month of October 2011, the user would enter the dates as follows:

Service Batch	Release Start Date	Release End Date
Foster Care	11/09/2011	11/30/2011
Independent Living	09/26/2011	10/24/2011
Adoption	10/16/2011	11/09/2011
Group Facility	10/26/2011	11/09/2011
Other	10/20/2011	11/09/2011
Non-Recurring	01/01/1901	01/01/1901

Selection Processing

This report selects data based on the following criteria.

Select all payment ledger entries where the disposition date (dt_disp) occurs between the Release Start and End dates and the Service Batch(es) for the service type of the associated

payment or overpayment adjustment (payment_adjust) record matches the values entered for the Service Batch prompt.

These records will all have a disposition date set by the Check Write batch program as follows:

1. For payments (payment) and overpayment adjustments (payment_adjust) included on a released invoice, the disposition date is the set by the Check Write batch process to the date the invoice is released.

2. For any prior period adjustment transactions that represent a redetermination of the OCA value, there is no corresponding Invoice; however, the Check Write batch process will update the disposition date to the date of the corresponding invoices, based on the same Service Batch.

3. Any payment ledger entries associated with a Manual Check will use the disposition date entered by the user on the Manual Check page so that this process can return those transactions as well.

Exclude:

1. Payment ledger entries with a transaction type of '05' Overpayment or '06' Prior Period Adjustment for Overpayment (payment_ledger.cd_wrk_type = '05' or '06').

2. When there are two payment ledger transactions for the same payment that represent a redetermination of the OCA, and the OCA did not actually change, do not include these on the report. This happens when the eligibility changes, but the change does not result in a new OCA value. The Reimbursement process requires the payment ledger entry in order to capture the eligibility change; however, this information does not need to be included on the report because there is no net change to the OCA. The payment will have a set of payment ledger entries with fl_current = 'Y', the first with a negative amount, followed by a second with a positive amount; the OCA value, dates and amount are the same; and there exists a previous payment ledger entry(ies) with fl_current = 'N'.

3. If the Service Through Date is entered, exclude payment ledger entries with an OCA End Date greater than the Service Through Date.

Dependencies:

1. Successful execution of the OCA Reimbursement Allocation batch program

2. Successful execution of the Check Write batch program

Note: If a payment has multiple payment ledger entries that break the payment down into multiple OCAs, then the payment will appear in the report in multiple OCA codes, broken down with the amount paid from that OCA.

Additional Changes and Clarifications for CR-334 Implemented in August 2012

1. Processing for overpayment adjustments has changed so they have their own set of payment ledger entries. The current process infers the values based on the original overpayment's payment ledger entries, meaning the overpayment adjustments do not have a date that can be used for retrieval in the correct reporting period. By creating a set of payment ledger entries on the date the overpayment adjustment occurs, they can be stamped with the correct disposition date for inclusion in the correct reporting period. Modifications to the FSFN application include changes to the Overpayment Adjustment page, Adjust Overpayments based on Repayment Plan Batch, and the OCA Batch.

2. Overpayment Adjustments that are for Overpayments flagged as "Historical" will proceed through the process to generate payment ledger entries for the overpayment adjustment, and thus will appear on the OCA report for the correct reporting period.

3. Processing for overpayments that are written off or sent to collections has changed so they have an overpayment adjustment record that can proceed through the process for creating payment ledger entries. The original process inferred the value for the OCA based on the original Overpayment, which resulted in the dates occurring in the incorrect reporting period. Further, if there are multiple OCAs associated with the overpayment, the math for the amount was inaccurate. By creating an overpayment adjustment record for the remaining amount of the overpayment and passing it through the above overpayment adjustment processing, accurate dates and amounts are captured.

4. Prior Period OCA Adjustments will be those Payment Ledger transactions that are adjustments to the OCA value that occur during the current reporting period and affect transactions from previous reporting periods.

   a. Processing is added to the Check Write File Batch to "release" these transactions at the same time regular payment transactions are processed for the same Service Batch. They are stamped with the disposition date that indicates the period when they should appear on the OCA reports. For additional detail, see FM02 Issue Reconcile Checks Topic Paper - Check Write File Batch.

   b. Remove the logic that generates an offsetting ledger entry in the ETL process; the OCA Batch process will create these transactions so they are stamped with the disposition date.

5. Each payment ledger created will have a transaction type that designates the source of the transaction so they may be included or excluded from the report. This is to support deriving the correct details for the new overpayment adjustment records, as well as, using the overpayment adjustment's payment ledger transactions instead of the overpayment's payment ledger transactions on the OCA report. The values are '01' for Payment, '02' for Overpayment Adjustment, '03' for Prior Period OCA Adjustments associated with Payments, '04' for Prior Period OCA Adjustments associated with Overpayment Adjustments, '05' for Overpayment and '06' for Prior Period OCA Adjustments associated with Overpayments. Note: the last two types for Overpayments ('05' and '06') are excluded from the report.

Label/Field	Table/Field	Description
Page Header		
Florida Safe Families Network		Display the Text
OCA Reconciliation		Display the Text
Report Run Date: [report run date]		Display the Report execution date in MM/DD/YYYY format
Fiscal Agency	payment.cd_agency	Fiscal Agency associated to the payments
County	payment.cd_cnty	County associated with the payments
Page [page#] of [total pages]		Display the page # and Total Pages
Break Header		
OCA	payment_ledger.tx_oca_no	OCA Code
Detail Lines		
Payee Name	checks.tx_payee	Name of the payee associated with the payment
Payee ID	checks.id_prvd_org	Unique identifier of the payee associated with the payment
Child Name	person.nm_frst person.nm_lst	Name of child
Child SSN	person.id_ssn or person.id_prsn	Child's social security number. If null choose the Client ID.
Service Type	service_type.tx_srvc_sml	Type of service being paid for – short description
Payment Service Begin	payment_ledger.dt_oca_bgn	OCA Begin date for payment ledger
Payment Service End	payment_ledger.dt_oca_end	OCA End date for payment ledger
Amount	payment_ledger.am_total	Amount for that Payment Ledger entry for this OCA

Label/Field	Table/Field	Description
Prior Period Indicator	Payment_ledger.fl_current	Display an asterisk (*) if the OCA payment ledger row has been recalculated from a previous payment ledger row. Flag is set when there is more than one row for a payment ID in the payment_ledger table with the same dt_oca_bgn and dt_oca_end and one row has fl_current = 'Y' and the other rows have fl_current – 'N'. Can also be determined from transaction type of '03' or '04' (see below).
Invoice Number	Payment_ledger.id_chck	Identifies the invoice associated with the payment or overpayment adjustment that this payment ledger is for. Note: prior period adjustments that represent a recalculation of the OCA value would not be included on an Invoice and thus will not have an associated Invoice number.
Transaction Type	Payment_ledger.cd_wrk_type	Describes the type of ledger transaction: '01 – Payment', '02 – Overpayment Adjustments', '03' – Prior Period OCA Adjustment - Payment', and '04' – Prior Period OCA Adjustment – Overpayment Adjustment. Note that on the Check Write file, these values will appear as the original values of '01' and '02' so that the Accounting System Interface is not impacted. Thus, this report will distinguish '03' for Prior Period OCA Adjustment, but on the Check Write file it appears as '01' for Payment, similarly, '04' on the report is '02' on the file.
Payment Ledger ID	Payment_ledger.id_pmnt_ldgr	Identifies the payment ledger for this OCA report entry. This unique identifier appears on the associated Check Write File to aid in reconciliation of these two related financial batch process outputs.
Break Total		
OCA Total	Sum (payment_ledger.am_total) for payment_ledger.tx_oca_no	The total amount of ledger entries for this OCA code
Grand Total		
County Total	Sum (payment_ledger.am_total) for payment.cd_cnty	The sum of the OCA Totals in the specified County (if applicable)
Grand Total	Sum (payment_ledger.am_total)	The sum the OCA Totals

Sample Layout

OCA Reconciliation

Fiscal Agency: Sample Fiscal Agency

OCA Code: 39MAS

Payee Name	Payee ID	Child Name	Child SSN	Service Type	Payment Service Begin	Payment Service End	Amount	Invoice	Transaction Type	Prior Period Indicator
AE W	31	AI M	820	Adoption Subsidy	7/1/12	7/31/12	$417.00	4677	01-Payment	
AE W	31	AI M	820	Adoption Subsidy	8/1/12	8/31/12	$417.00	4677	01-Payment	
AI KI	85	AI	633	Adoption Subsidy	7/1/12	7/31/12	$304.00	4344	01-Payment	
AI KI	85	AI	633	Adoption Subsidy	8/1/12	8/31/12	$304.00	4344	01-Payment	
AI	60	AI AI	991	Adoption Subsidy	7/1/12	7/31/12	$295.00	4381	01-Payment	
AI	60	AI	991	Adoption	8/1/12	8/31/12	$295.00	4381	01-Payment	