This report is a great checks-n-balance to help troubleshoot (and correct) data entry issues. If this is your first time running the report, date it back to the beginning of last year. This will give you a bigger picture of the types of problems occurring (and some can be corrected automatically). You should also run this report frequently.

Barnestorm Office click on Reports > Audit > 07.01 Verify Admit/DC Dates. Change the dates at the top of the page and enter a program code if needed.

We suggest running the report without the first three check boxes checked, to review the report findings. Once you check those options and run the report, it will not allow you to reverse the update.

When you select this report you have an option to automatically change the following information:

- **Change to RBNA if no chargeable visits**: (Changes the **Referral > Referral Information > Patient Status** to Referred, not admitted if no chargeable visits)

- **Change to RBNA for admit type 70-99** - Key in the number of days the patient must have been discharged for (minimum number is 10 days) (Changes the **Referral > Referral Information > Patient Status** to Referred, not admitted if the Admit Type is a non admit reason)

- **Change D/C date to last earlier chargeable visit/supply date when patient has been D/C for at least XX days:** (only changes if the visit date is after the d/c date) (Changes the **Referral > Payers > Discharge Date** to last chargeable visit/supply date)

This report will tell you if the patient is marked as

an RBNA or not. It will also list the admit date and the type of problem for that patient. Below is a list of messages you could receive:

01 - Invalid / Missing primary program/payer and patient status not = cancelled

02 - Unknown or blank patient status code (not RBNA or Cancelled or Active, etc)

03 - Unknown or blank admit type (if RBNA, this is the reason not admitted)

04 - Unknown, blank County Code and check for county code in wrong state

05 - Patients that are RBNA or cancelled but have a chargeable visit

06 - Admit type 01-69 but status = RBNA or cancelled

07 - Admit type 70-99 but status not RBNA or cancelled

08 - Patients that are not RBNA but have no chargeable visits

09 - Patients that are not RBNA but the first chargeable visit is not on the admit date

10 - Patients that are d/c but the last chargeable visit is not on the dc date - *** means the charge is after the discharge date and may not have been billed

11 - Patients that have supply charges before the admit date

12 - Patients that are dc and have at least one oasis but the last oasis is not 06 - 09

13 - Patients with multiple active admissions

You will need to select the checkboxes for the type of problems you want the report to look for.

When you click on Print the options above that are checked will be changed. The patient information that is corrected will show up on the report for the first time. If you run the same report again, the patient's that were corrected will not show up. You can print this report to correct any other data entry problems.

Knowledgebase
http://kb.barnestorm.biz/KnowledgebaseArticle50421.aspx