

As Carol mentioned, please ensure that if you need to purchase airline tickets that you purchase refundable ones in case of another partial shutdown of federal operations.

Have a nice Day!

*Mitch Wright*

Director of IT/DIRM  
Nashville Area Office  
IT Specialist  
Mac Evangelist  
Former Jarhead  
Nashville, TN

Good Afternoon All,

The New dates for the 3P-AR-POS Training is the week of Feb 25<sup>th</sup>. Monday and Friday being Travel Days. There are over 30 folks interested in this Training and the Computer capacity is 20 in the Area Office Computer Training Center. The web URL is included in this message. If you cannot gain access to this URL, please send me an e-mail requesting registration. I will approve over 20 registrations, however some will be sharing a computer.

#### Agenda

<http://home.nashville.ihs.gov/pages/healthit.html>

**Please keep in mind the possibility of another Gov't shutdown.**

*Have a Wonderful Day!*

*Carol Bernhisel, NAO IT Specialist*

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**From:** Wright, Mitchell A (IHS/NAS/AO)

**Sent:** Tuesday, January 08, 2019 1:23 PM

**To:** Bernhisel, Carol (IHS/NAS/AO); Houck, Misti (IHS/NAS/CAT); [kdirting@pci-nsn.gov](mailto:kdirting@pci-nsn.gov); [amcghee@pci-nsn.gov](mailto:amcghee@pci-nsn.gov); [lindsay.edwards@cherokeehospital.org](mailto:lindsay.edwards@cherokeehospital.org); Dando, Jonathan (CIHA/IHS); Green, Suzanne (IHS/NAS/MSH); [Mirons@choctaw.org](mailto:Mirons@choctaw.org); [roberta.taylor@choctaw.org](mailto:roberta.taylor@choctaw.org); [Crobbins@mptn-nsn.gov](mailto:Crobbins@mptn-nsn.gov); Benedict, Brandi (IHS/NAS/STR); Phelps, Melissa (IHS/NAS/PIT); Melanson, Sandra (IHS/NAS/PIT); Altvater, Kirk J (IHS/NAS/PPP); Mitchell, Lisa (IHS/NAS/PII); [Agauvin@miccosukeetribe.com](mailto:Agauvin@miccosukeetribe.com); Ivey, Rosemary (IHS/NAS/HBM); Lubin, Michelle (IHS/NAS/NAR); Johnson, Nancy (IHS/NAS/ACT); [Klangley@coushatta.org](mailto:Klangley@coushatta.org); [paulette@wampanoagtribe.net](mailto:paulette@wampanoagtribe.net); Darden, Mildred (IHS/NAS/CHT); [Pseabert@USETINC.ORG](mailto:Pseabert@USETINC.ORG); Cochran, Theresa (IHS/NAS/ABM); Casey, Crystal T. (IHS/PHX); Jackson, Kristian (IHS/NAS/PIT)

**Cc:** Finke, Bruce MD (IHS/NAS/AO); Kitcki Carroll ([kcarroll@USETINC.ORG](mailto:kcarroll@USETINC.ORG)); Bartlett, Robin (IHS/NAS/AO); Dazen, Carmelita A (IHS/NAS/AO); Greene, Jessica L (IHS/NAS/AO); Reels-Pearson, Lorraine (IHS/NAS/AO); York, Conny L (IHS/NAS/AO); Claymore, Vickie (IHS/NAS/AO)

**Subject:** RE: 3P-AR-POS Jan 15-18 2019 Training

Unfortunately due to the current partial government shutdown, this class will have to be postponed until a later date.

Key staff have been placed on furlough and would not have time to prepare travel documents even if the budget issues were resolved this week.

I anticipate rescheduling this training the first full week that occurs two weeks after the resolution of the budget crisis.

If you have any questions, please refer them to me until Carol has returned to full duty status.

Have a nice Day!

*Mitch Wright*

Director of IT/DIRM

Nashville Area Office

IT Specialist

Mac Evangelist

Former Jarhead

Nashville, TN

**From:** Bernhisel, Carol (IHS/NAS/AO)

**Sent:** Friday, December 21, 2018 1:26 PM

**To:** Houck, Misti (IHS/NAS/CAT); [kdirting@pci-nsn.gov](mailto:kdirting@pci-nsn.gov); [amcghee@pci-nsn.gov](mailto:amcghee@pci-nsn.gov); [lindsay.edwards@chokeehospital.org](mailto:lindsay.edwards@chokeehospital.org); Dando, Jonathan (CIHA/IHS); Green, Suzanne (IHS/NAS/MSH); [Mirons@choctaw.org](mailto:Mirons@choctaw.org); [roberta.taylor@choctaw.org](mailto:roberta.taylor@choctaw.org); [Crobbins@mptn-nsn.gov](mailto:Crobbins@mptn-nsn.gov); Benedict, Brandi (IHS/NAS/STR); Phelps, Melissa (IHS/NAS/PIT); Melanson, Sandra (IHS/NAS/PIT); Altvater, Kirk J (IHS/NAS/PPP); Mitchell, Lisa (IHS/NAS/PII); [Agauvin@miccosukeetribe.com](mailto:Agauvin@miccosukeetribe.com); Ivey, Rosemary (IHS/NAS/HBM); Lubin, Michelle (IHS/NAS/NAR); Johnson, Nancy (IHS/NAS/ACT); [Klangley@coushatta.org](mailto:Klangley@coushatta.org); [paulette@wampanoagtribe.net](mailto:paulette@wampanoagtribe.net); Darden, Mildred (IHS/NAS/CHT); [Pseabert@USETINC.ORG](mailto:Pseabert@USETINC.ORG); Cochran, Theresa (IHS/NAS/ABM); Casey, Crystal T. (IHS/PHX); Jackson, Kristian (IHS/NAS/PIT)

**Cc:** Wright, Mitchell A (IHS/NAS/AO); Finke, Bruce MD (IHS/NAS/AO); Kitcki Carroll ([kcarroll@USETINC.ORG](mailto:kcarroll@USETINC.ORG)); Bartlett, Robin (IHS/NAS/AO); Dazen, Carmelita A (IHS/NAS/AO); Greene, Jessica L (IHS/NAS/AO); Reels-Pearson, Lorraine (IHS/NAS/AO); York, Conny L (IHS/NAS/AO); Claymore, Vickie (IHS/NAS/AO)

**Subject:** 3P-AR-POS Jan 15-18 2019 Training

There will be a repeat of the Pharmacy POS that was held Jan 2018 with additional 3P and AR information as well. I know a few of you had the opportunity to take last years POS training hence some of this may be redundant to you, however there will be added information to share.

There is limited seating at the Nashville Area Office Computer Training Class Room so please be careful in your selection of whom you would like to attend.

I have attached the [Agenda](#) for you preview of the Training. For those of you that can access the Nashville Training site, here is the link that will take you directly to the Training Request for Registration. For those of you whom cannot access the site, please reply as to your decision to attend.

<http://home.nashville.ihs.gov/pages/healthit.html>

Please keep in mind that the possibility of Budget Restraints and or Inclement Weather may be a hindrance. The Budget Restraints speaks for itself. If Weather is a hindrance I will let whomever is registered for the class know.

With this being said, Stay Safe, Have a Very Merry Christmas and Happy New Year!

*Thank You and Have a Wonderful Day!*

*Carol Bernhisel, NAO IT Specialist*

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3P-POS-AR Feb 25 thru March 1, 2019 (25<sup>th</sup> and 1<sup>st</sup> Travel Days)

This three day workshop will cover the process of the Third Party, Pharmacy POS program, and Accounts Receivables. Adding and editing Insurances will be introduced starting at the beginning of a Patient arrival for a Provider Visit to the Dispensing and Billing cycle of the medication. Behind the scenes portion such as creating needed Insurances in the RPMS for Billing process of Medications will be covered as well. There will be some trouble shooting techniques provided as well.

Agenda: Could possibly change during the three day session.

Day One:

9:00 am	Patient Registration and Business Office Relations
9:30 am	Third Party Logistics
10:30	Break
10:45	Third Party Logistics con't
11:30	Lunch
1:00	Insurer Setup
1:30	3p Insurer
2:00	Break
2:15	Working with Third Party Table Maintenance
4:00	End first day

Day Two:

- 9:00 am Working with 3P Table Maintenance con't
- Group Numbers
- Coverage Types
- Patient Registration Sequencing
- 10:30 Break
- 10:45 Point of Sale (POS) Insurers
- 11:30 Lunch
- 1:00 Point of Sale Insurers
- 3:00 Working Payer Sheets
- 4:00 End of second day

Day Three:

- 9:00 am POS with Patient Registration
- 9:30 POS Claims
- 10:30 am Break
- 10:45 am Continue working with rejections
- 11:30 am Lunch
- 1:00 Accounts Receivables
- 2:30 Break
- 2:45 Accounts Receivables con't
- 3:30 Questions and Answers