

Reporting

Presenter: Cheryl Masiliunas



Overview

- ▶ Upgraded Platform – September 2013
- ▶ Types of Reports
- ▶ Resources and Tools
- ▶ Accessing Reports
- ▶ Running Reports
- ▶ Reminders/Best Practices
- ▶ Who to Contact?

IntelligenceConnect Upgrade

- ▶ Updated User Interface/New Functionality
 - Home Page
 - Navigation
 - Naming Conventions
- ▶ Improved Performance

General Information

- ▶ Variety of reports available:
 - Registration
 - Claims
- ▶ Accessible via ProviderConnect
- ▶ Run On-Demand
- ▶ Refreshed data available each Monday morning

Registration Reporting

- ▶ Registration Data Sets
 - Clinical
 - Enrollment
- ▶ IL Active Consumer Registration Reporting – active on date report is ran
- ▶ IL Closed Consumer Registration Reporting – closed within a date range
- ▶ IL Expiring Consumer Registration Reporting – expiring within X number of days
- ▶ IL Open Expired Consumer Registration Reporting – expired registrations that have not been closed

Claims Reporting

- ▶ Claims Reporting
 - Claims submitted to ValueOptions
 - Submission date **before 07/01/2011**

- ▶ HFS Claims Reporting
 - Claims submitted to HFS
 - Submission date **on or after 07/01/2011**

Resources and Tools

- ▶ Available on the Collaborative website as well as IntelligenceConnect
 - Tip Sheet for Collaborative Reporting
 - Dataset Field Descriptions
 - Claims, HFS Claims, Clinical, Enrollment
 - Report Listing and Overview

Accessing Reports

ProviderConnect - Providers - Home - Windows Internet Explorer

https://www.valueoptions.com/pc/eProvider/providerAuthenticateRedirect.do

File Edit View Favorites Tools Help

Home Specific Member Search Register Member Authorization Listing Enter an Authorization Request View Clinical Drafts Claim Listing and Submission Enter EAP CAF Enter a Special Program Application Complete Provider Forms Enter a Comprehensive Service Plan Review Referrals Enter Bed Tracking Information Search Beds/Opening EDI Homepage Enter Member Reminders On Track Outcomes **Reports** Print Spectrum Release of Information Form My Online Profile My Practice Information Provider Data Sheet Compliance Handbooks Forms Network Specific Information Education Center ValueSelect Designation

ValueOptions Home Provider Home Contact Us Log Out

Welcome . Thank you for using ValueOptions ProviderConnect.

YOUR MESSAGE CENTER

INBOX SENT

Your Recent Inquiries box is empty

WHAT DO YOU WANT TO DO TODAY?

- Eligibility and Benefits
 - Find a Specific Member
 - Register a Member
- Enter or Review Authorization Requests
 - Enter an Authorization Request
 - Enter a Special Program Application
 - Enter a Comprehensive Service Plan
 - Review an Authorization
 - View Clinical Drafts
- Enter Member Reminders
- Enter or Review Claims
 - Enter EAP CAF
 - Review a Claim
 - View My Recent Provider Summary Vouchers
- Enter or Review Referrals
 - Review Referrals
- Enter Bed Tracking Information
- Search Beds/Opening
- View My Recent Authorization Letters
- Complete Provider Forms
- Williams Transition Outcome Tracking Information

CLINICAL SUPPORT TOOLS

- View My Outcomes with On Track
- Print Spectrum Release of Information Form

YOUR NEWS & ALERTS

javascript:gotoClientConnect(); Trusted sites 100%

IntelligenceConnect Home Tab

INTELLIGENCECONNECT
7/23/2015

Welcome: **Masiliunas, Cheryl** | Applications ▾ | Help Menu ▾ | Log Off

Home Documents

My Recently Viewed Documents

- IL Online Expiring Consumer Reç...
- IL Online Expiring Consumer Reç...
- Phase 1 - HFS Claims Dashboarç...
- DB phase II to check

18 Unread Messages in My Inbox

- IL DMH Consumer Registration c...
- IL Online Expiring Consumer Reç...
- IL Report of Denied Claim Lines l...
- IL Online Expiring Consumer Reç...
- IL Report of EDI-837P Batch Cla...
- IL DMH Consumer Registration c...

[See More...](#)

My Applications

-
-
-

My Recently Run Documents

- IL Online Expiring Consumer Reç...

0 Unread Alerts

No unread alerts

Documents Tab

INTELLIGENCECONNECT
by Oracle

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Home Documents

View ▾ New ▾ Organize ▾ Send ▾ More Actions ▾ | Details 1 of 1

My Documents

- My Favorites
 - ~Webintelligence
 - ~Webintelligence - Copy (1)
- Inbox
- My Alerts
- Subscribed Alerts
- Personal Categories

Title ▲	Type
~Webintelligence	Folder
~Webintelligence - Copy (1)	Folder
10.A - Internal Auth Scrub Report - Weekly.rpt	Crystal Reports
20.A - Illinois HFS TAT w-dollars.rpt	Crystal Reports
20.E - FY2009 - Contract Billing Report - ABC Amounts.rpt	Crystal Reports
20.E - FY2011 Weekly MCD Contract Billing.rpt	Crystal Reports
49410 - Weekly Pended Review Detail.rpt	Crystal Reports
66904 - Daily ICG Letter Tracking Report	Crystal Reports
ICG_Claims_Run_Report.rpt	Crystal Reports

← Folders Categories Search



Folders

INTELLIGENCECONNECT
VERSION 14.0

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Home Documents

View ▾ New ▾ Organize ▾ Send ▾ More Actions ▾ Details  | of 1  

My Documents

Folders

- Public Folders

Title ▲	Type	Last Run	Instances
 AUDIT REPORTS	Folder		
 CLAIMS	Folder		
 CLINICAL REPORTING	Folder		
 CRM	Folder		
 FINANCE DEPARTMENT	Folder		
 IL PROVIDER CONNECT	Folder		
 ILLINOIS SERVICE CENTER	Folder		
 KANSAS SERVICE CENTER	Folder		
 MBHP SERVICE CENTER	Folder		

Categories

Search

Total: 9 items

Running a Report

INTELLIGENCECONNECT
2020/01/15

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Home Documents

View ▾ New ▾ Organize ▾ Send ▾ More Actions ▾ Details  |  of 1 

My Documents

Folders

- Public Folders
 - AUDIT REPORTS
 - CLAIMS
 - CLINICAL REPORTING
 - CRM
 - FINANCE DEPARTMENT
 - IL PROVIDER CONNECT**
 - Claims Reporting
 - HFS Claims Reporting
 - Registration Reporting
 - ILLINOIS SERVICE CENTER
 - KANSAS SERVICE CENTER
 - MBHP SERVICE CENTER

Categories

Search

Title ▲	Type	Last Run	Instances
Claims Reporting	Folder		
HFS Claims Reporting	Folder		
Registration Reporting	Folder		
Field Descriptions - IL Claims Data Set	Adobe Acrobat		
Field Descriptions - IL Claims Detail Data	Adobe Acrobat		
Field Descriptions - IL Consumer Regis	Adobe Acrobat		
Field Descriptions - IL Consumer Regis	Adobe Acrobat		
IL IntelligenceConnect Report Listing a	Adobe Acrobat		
Provider Guide to IntelligenceConnect	Adobe Acrobat		
Warrant Payment Link Reports Overvie	Adobe Acrobat		

Total: 10 items

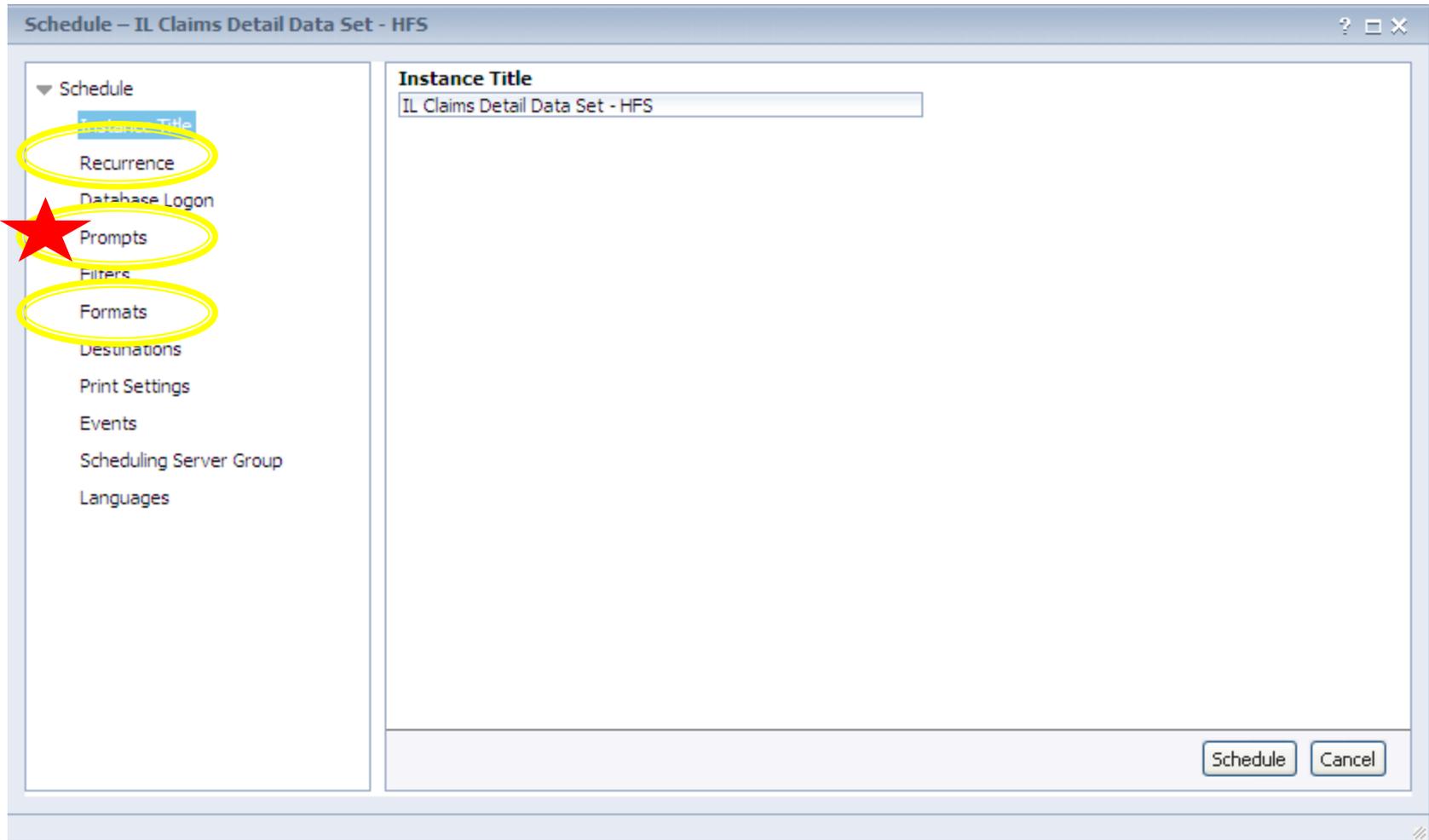
Select – Right Click, Schedule

The screenshot displays the INTELLIGENCECONNECT web application interface. At the top, the user is logged in as Cheryl Masiunas. The main area shows a list of documents under the 'Documents' tab. A right-click context menu is open over the document 'IL Claims Detail Data Set - HES', with the 'Schedule' option highlighted. The document list table is as follows:

Title	Type	Last Run	Instances
ICG Provider Payment Report - Provid	Crystal Reports	Dec 15, 2011 2:52 PM	2
IL Claims Detail Data Set - HES	Crystal Reports	Jan 28, 2013 4:01 PM	4
IL Report of Approved Cl		Dec 15, 2011 2:51 PM	2
IL Report of Denied Claim		Dec 15, 2011 2:52 PM	1

The context menu for the selected document includes the following options: View, View Latest Instance, Properties, Mobile Properties, Schedule, History, Categories, Document Link, New, Organize, Send, and Details.

Schedule Instance



Recurring Instances

Schedule – IL Claims Detail Data Set - HFS

▼ Schedule

- Instance Title
- Recurrence**
- Database Logon
- Prompts
- Filters
- Formats
- Destinations
- Print Settings
- Events
- Scheduling Server Group
- Languages

Recurrence

Run object: Weekly

Object will run every week on the following days.

Monday Friday

Tuesday Saturday

Wednesday Sunday

Thursday

Start Date/Time: 04 39 PM 9/12/2013

End Date/Time: 03 41 PM 1/28/2023

Schedule Cancel

Prompts (formerly Parameters)

Schedule – IL Claims Detail Data Set - HFS

▼ Schedule

- Instance Title
- Recurrence
- Database Logon
- Prompts**
- Filters
- Formats
- Destinations
- Print Settings
- Events
- Scheduling Server Group
- Languages

Prompts

Edit Values... Edit Values... Edit Values... Edit Values...

Edit Values... Edit Values... Edit Values...

Parameter	Scheduling Value
* Provider	[EMPTY]
* Consumer	[EMPTY]
* Service Code	[EMPTY]
* Date Type	[EMPTY]
* Start Date	[EMPTY]
* End Date	[EMPTY]
* Status	[EMPTY]

* Required

Schedule Cancel

Select All Prompt Type

Prompts

Enter prompt values.

Enter Provider Number (* for ALL): Provider

Available Values:		Selected Values:
*	>	*
	>>	
	>	

Enter a Value:

Remove Remove All

OK Cancel

Multiple Selection Prompt Type

The image shows a software dialog box titled "Prompts" with a close button (X) in the top right corner. Inside the dialog, there is a text field with the placeholder "Enter prompt values." Below this is a sub-dialog box titled "Enter Service Code (* for ALL):" with a "Service Code" label in the top right. The sub-dialog is divided into two main sections: "Available Values:" on the left and "Selected Values:" on the right. The "Available Values:" section contains a list box with a single entry, "*", and a text input field below it labeled "Enter a Value:" containing "H0039". Between the list boxes are three arrow buttons: a single right-pointing arrow (>), a double right-pointing arrow (>>), and a single right-pointing arrow (>). The "Selected Values:" section contains a list box with two entries, "H2015" and "H0039", where "H0039" is highlighted in blue. Below the "Selected Values:" list box are two buttons: "Remove" and "Remove All". At the bottom right of the main dialog box are "OK" and "Cancel" buttons.

Pick List Prompt Type

The image shows a software dialog box titled "Prompts" with a close button in the top right corner. Inside the dialog, there is a text input field with the placeholder text "Enter prompt values." Below this is a section titled "Enter Date Type:" with a "Date Type" label on the right. A pick list is open, showing two options: "Service Date" (which is highlighted) and "Received Date". At the bottom right of the dialog are "OK" and "Cancel" buttons.

Date Value Prompt Type

The image shows a software dialog box titled "Prompts" with a close button (X) in the top right corner. Inside the dialog, there is a text label "Enter prompt values." followed by a horizontal line. Below this, there is a sub-section with a header "Enter Start Date (YYYYMMDD):" on the left and "Start Date" on the right. Underneath the header is a text input field containing the value "20130701". At the bottom right of the dialog, there are two buttons: "OK" and "Cancel".

Complete all Prompts

Schedule – IL Claims Detail Data Set - HFS

▼ Schedule

- Instance Title
- Recurrence
- Database Logon
- Prompts**
- Filters
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Prompts

Edit Values... Edit Values... Edit Values... Edit Values...

Edit Values... Edit Values... Edit Values...

Parameter	Scheduling Value
* Provider	*
* Consumer	*
* Service Code	H2015, H0039
* Date Type	Service Date
* Start Date	20,130,701.00
* End Date	20,130,731.00
* Status	ALL

* Required

Schedule Cancel

Format, if needed

Schedule – IL Claims Detail Data Set - HFS

▼ Schedule

- Instance Title
- Recurrence
- Database Logon
- Prompts
- Filters
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Formats

Format Options for Selected Document:

Microsoft Excel (97-2003) (Data Only) ▼

- Crystal Reports
- Crystal Reports (RPTR)
- Microsoft Excel (97-2003) report.
- Microsoft Excel (97-2003) (Data Only)**
- Microsoft Excel Workbook Data-only
- Microsoft Word (97-2003)
- PDF
- Rich Text Format (RTF)
- Microsoft Word - Editable (RTF)
- Plain Text
- Paginated Text
- Tab Separated Text (TTX)
- Separated Values (CSV)
- XML

Use format transformation for summaries

Maintain relative object position

Maintain column alignment

Export page header and page footer

Simplify page headers

Show group outlines

Details ▼ 1

36.0

Click on Schedule

Schedule – IL Claims Detail Data Set - HFS

▼ Schedule

- Instance Title
- Recurrence
- Database Logon
- Prompts
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Prompts

Edit Values... Edit Values... Edit Values... Edit Values...

Edit Values... Edit Values... Edit Values...

Parameter	Scheduling Value
* Provider	*
* Consumer	*
* Service Code	H2015, H0039
* Date Type	Service Date
* Start Date	20,130,701.00
* End Date	20,130,731.00
* Status	ALL

* Required

Schedule Cancel



Successful Instance

History – IL Claims Detail Data Set - HFS

View | Organize | Send | More Actions

1 of 1

Instance Time	Title	Status	Created By	Type
Aug 26, 2013 10:11 AM	Detail Data Set - HFS	Success	cmasili	Microsoft Excel
Jan 28, 2013 4:01 PM	IL Claims Detail Data Set - HFS	Success	cmasili	Microsoft Excel
Apr 26, 2012 11:09 AM	IL Claims Detail Data Set - HFS	Success	cmasili	Microsoft Excel
Feb 27, 2012 2:16 PM	IL Claims Detail Data Set - HFS	Success	cmasili	Microsoft Excel
Dec 15, 2011 2:50 PM	IL Claims Detail Data Set - HFS	Success	cmasili	Microsoft Excel

Total: 5 items

Running a Report – Quick Steps

- ▶ Navigate to Document tab and Folders section (bottom left)
- ▶ Select Report to Run
- ▶ Right-click on the report name
- ▶ Select “Schedule”
- ▶ Click on Prompts
- ▶ Complete ALL Prompts
- ▶ If necessary, Format output
- ▶ Click on Schedule

Reminders

- ▶ Reports available for one week (7 days)
- ▶ No [EMPTY] prompts
- ▶ Enter prompts in format indicated
- ▶ Refreshed data available Monday morning
- ▶ Run recurring instances only once a week
- ▶ Documentation:
 - IntelligenceConnect
 - www.illinoismentalhealthcollaborative.com

Support – Who to Contact?

- ▶ e-Support Help Desk
 - (888) 247-9311
 - e-supportservices@valueoptions.com
 - Questions that are out of the scope for the e-Support Helpdesk will be forwarded to the Collaborative reporting staff for resolution.

Questions?