

## Patient Accounts

### Module 7 - Online Eligibility Check

This module covers processing OEC and contains the following topics:

Activities	Title
7-1	OEC before adding patient or performing preadmission
7-2	OEC after preadmission

Use this space for your own notes.

## Overview

The name OEC is an industry coined acronym that stands for Online Eligibility Check.

Online Eligibility Check (OEC) allows public and private hospitals and day facilities to check a patient’s financial status and cover directly with their Health Fund. This includes checking if they have exclusions

You can perform an eligibility check prior to a patient being created in your PAS system to ensure they will be covered for their stay and are financial.

### Sample Online Eligibility Check:

#### ONLINE ELIGIBILITY CHECK (OEC) REPORT

Quote only not for claiming

Claim Details	
Location:	GLH00000
Account Reference ID:	0000a28052ed0000003
Patient Details	
Patient First Name:	Tania
Patient Medicare Number:	
Patient Family Name:	Smith
Patient IRN:	
Outcome	
Status Code:	0
Medicare Status Code:	
Fund Status Code:	0
Claim Fund Assessment Code:	Accepted
Health Fund Cover Details	
Fund Reference ID:	
Table Description:	This is to test a return of 1000 character entry in the table description or benefit limitations attributes. When converting to OEC@3 the final characters should be five hundred other it will be one thousand, this should help to indicate how many characters are returned and whether you have received the right number of characters. No one knows why a hospital would want to return that many characters for but none the less we are able to test it because of this lengthy bit of text. A FIVE HUNDRED I will now add a number of other boring and useless sentences so that it looks like a proper response instead of writing total garbage, looks like this will test special characters so initially when this is first run it may produce an exception. This patient is unable to claim these items as they have no cover with this health fund, they can claim as much stuff as they like but we will reject it all, it is too much trouble to sort out paymeny and stuff, nearly to the end of text a ONE THOUSAND
Exclusion Description:	
Table Name:	Simulator Basic Hospital Table
Table Scale:	FAMILY
Financial Status:	Y
Potential PEA:	No
Excess Amount:	
Excess Bonus Amount:	
Excess Amount Description:	
	This is to test a return of 1000 character entry in the table description or benefit limitations attributes. When converting to OEC@3 the final characters should be five hundred other it will be one thousand, this should help to indicate how many characters are returned and whether you have received the right number of characters. No one knows why a hospital would want to return that many characters for but none the

## Activity 7-1: OEC before adding patient or performing a preadmission

To perform an eligibility check prior to creating a patient or proceeding with a preadmission:

1. From the Patient Management menu, select Online Eligibility Check.
2. Search for your patient or free text the details that are mandatory.
3. If CMBS number is known, it is preferred that it is entered to ensure the check to be more accurate in relation to exclusions.
4. Once all fields are completed and you click OK, your browser will then open with the electronic copy of the eligibility check.

The screenshot shows a software interface with a left-hand navigation menu and a main form area. The navigation menu includes 'PAS Menu', 'Patient Management', 'Patient Accounts', 'Appointment Scheduling', and 'Medical Records'. Under 'Patient Management', 'Online Eligibility Check' is selected. The main form area is titled 'Online Eligibility Check' and contains the following fields:

- MRN: [Text input]
- Surname: [Text input]
- Given Name: [Text input]
- Gender: [Dropdown menu]
- Date of Birth: [Date picker]
- Episode Number: [Text input]
- Admission Date: [Date picker, value: 04/12/2013]
- Admission Number: [Text input]
- Length of Stay: [Text input] days (estimated)
- Presenting Illness: [Dropdown menu]
- Presenting Illness Item No.: [Text input]
- Pre-Existing Allment: [Checkbox]
- Accident: [Checkbox]
- Accident Date: [Date picker]
- Compensation Claim: [Checkbox]
- Company: [Dropdown menu]
- Membership Number: [Text input]

At the bottom of the navigation menu, there are buttons for 'Online Eligibility Check', 'Add Patient', 'Pre-Admission', and 'New Admission'.

You can then proceed to **Add Patient** and/or continue with a preadmission.

## Activity 7-2: OEC after preadmission

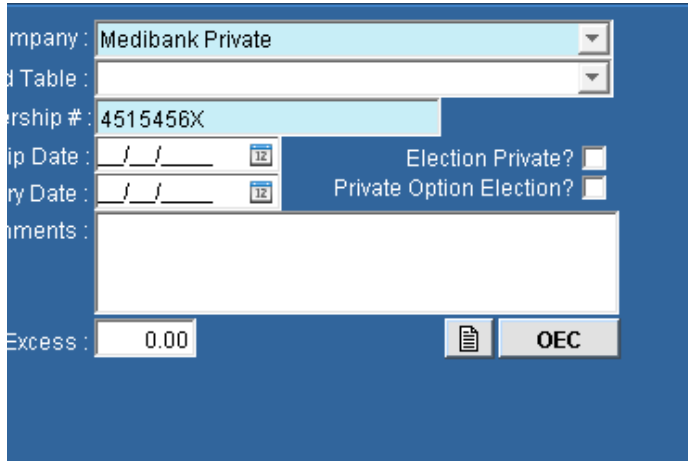
In order to perform the OEC at the time of pre admitting the patient:

1. Once you have pre admitted your patient, there is a OEC button down the bottom right side of the **Pre-Admission Details** screen.

2. Once you have clicked on the OEC button you are presented with the following screen:

◆ Activity 7-2: OEC after preadmission

3. Click **OK** and the browser will appear with the OEC report.



The screenshot shows a software interface with a blue background. It contains several input fields and checkboxes. The 'Company' dropdown is set to 'Medibank Private'. The 'Membership #' field contains '4515456X'. There are two date pickers, both showing the month '12'. To the right of the date pickers are two checkboxes: 'Election Private?' and 'Private Option Election?'. Below these is a large empty text area labeled 'Comments'. At the bottom left, there is a field for 'Excess' with the value '0.00'. At the bottom right, there is a document icon and a button labeled 'OEC'.

4. The electronic copy of the report is automatically and permanently stored against the episode.

Note: if you hover your mouse over the report icon, the date of the report will be displayed. At any time you can click on the OEC button again if you need to do a more up to date check. This will then replace the existing report.