

# Chapter 24 – Provider Service

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**Important**      The required fields referenced in this chapter refer to system-required fields. These fields are required in order for the form to be saved in approved status.

                         The information that is required due to policy may be different from those that are system required.

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# Accessing Provider Service

## Introduction

The Provider Service functions in KAMIS establish Service and Funding combinations, and when necessary, assign Service Unit Cost pricing, for each provider used to provide services to individuals.

## Before you begin

The provider must already be set up in KAMIS through the Organization Maintenance process. See 'Chapter 22 – Organizations' for more information on setting up an organization.

## How To

Follow the steps in the table below to access Provider Service.

| Step | Action   | Result                              |
|------|--|-------------------------------------|
| 1.   | Click on the <b>Provider Service</b> button, found on the KAMIS Home Page, under ADMINISTRATION. | The Provider Service page displays. |

The screenshot shows the KAMIS Home Page navigation menu. The 'ADMINISTRATION' section is highlighted with a red box around the 'Provider Service' button. A red arrow points from this button to the 'PROVIDER SERVICE' page shown below.

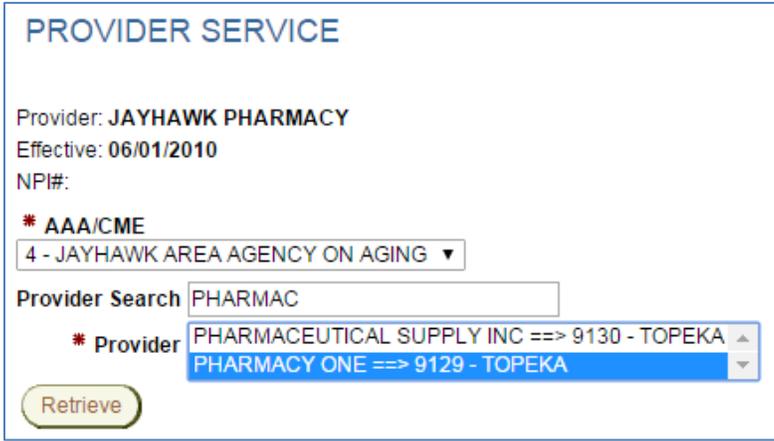
The screenshot shows the 'PROVIDER SERVICE' page. It features a dropdown menu for 'AAA/CME' with '4 - JAYHAWK AREA AGENCY ON AGING' selected. Below that is a 'Provider Search' input field, a 'Provider' dropdown menu, and a 'Retrieve' button.

# Add Service/Funding Combinations for a Provider

**Introduction** Service and Funding combinations need to be associated to organizations that provide those services.

**Important** If a new service/funding combination is added for a provider, it may be necessary to do a Mass Update to update all customers' plans of care that are affected by the service/funding change. Refer to Chapter 23 – 'Mass Update' for instructions on this process.

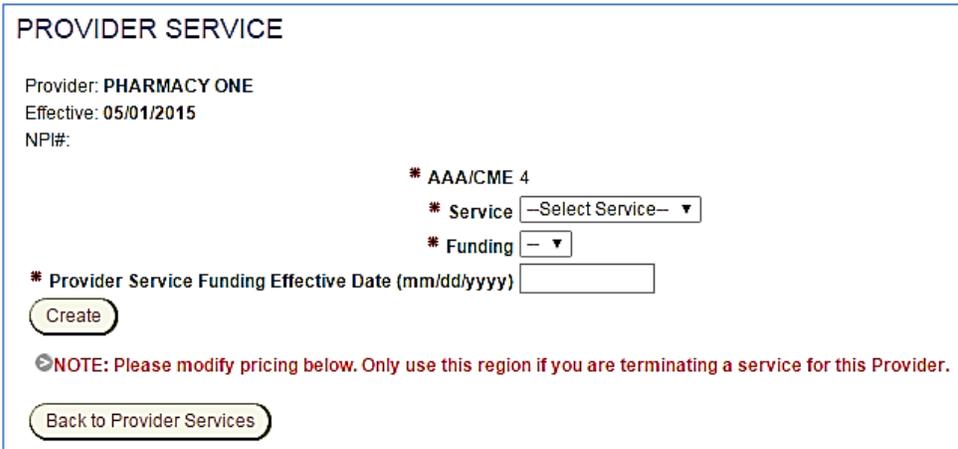
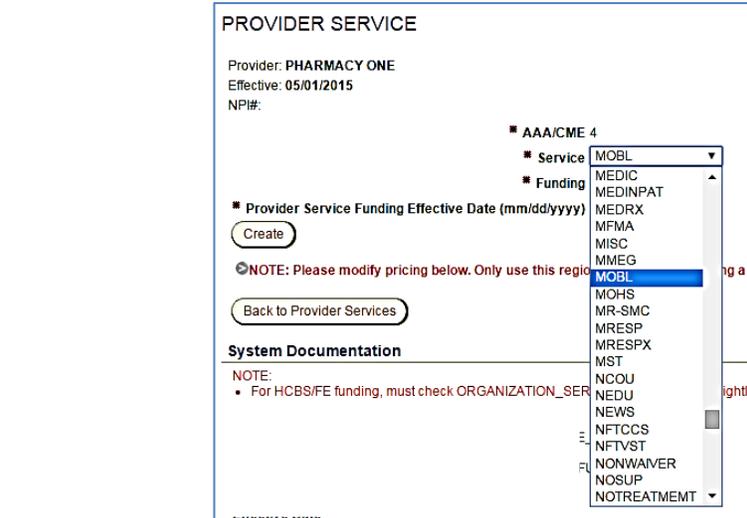
**How To** Follow the steps in the table below to complete the Provider and Service Funding association process.

| Step   | Action  | Result  |
|--|---|---|
| 1.   | By default, the logged in user's organization displays in the AAA/CME drop-down list.   | The logged in user can only access and setup Provider Services for their own organization.                              |
| 2.   | In the <b>Provider Search</b> text box, type the name of the Provider for which the service/funding combination is being set up.<br><br>If unsure of the exact name, either look up the provider in Organization Maintenance, or enter the first part of the provider name. |   |
| 3.   | Press <b>Enter</b> to populate the Provider drop-down list.   | All Providers that match the typed entry and have been added in Organization Maintenance will display.                  |
| 4.   | Click on a provider name to select the Provider   | The provider name is highlighted.   |
|  |   |   |
| 5.   | Click on the <b>Retrieve</b> button   | An additional search will be done for any service/funding combinations that have already been set up for this provider. |

*Continued on next page*

# Add Service/Funding Combinations for a Provider for a Provider, continued

## How To (continued)

| Step                         | Action   | Result   |         |                 |  |                              |  |  |
|------------------------------|--|--|---------|-----------------|--|------------------------------|--|--|
| 5.                           | <p><i>continued</i></p> <table border="1" data-bbox="467 365 1479 548"> <thead> <tr> <th data-bbox="467 365 976 403">If 'Retrieve' returns...</th> <th data-bbox="976 365 1479 403">Then...</th> </tr> </thead> <tbody> <tr> <td data-bbox="467 403 976 474">'No data found'</td> <td data-bbox="976 403 1479 474">Proceed to the next step to add a service/funding combination.</td> </tr> <tr> <td data-bbox="467 474 976 548">Active Service/Funding table</td> <td data-bbox="976 474 1479 548">See next section for instructions on how to modify or add pricing.</td> </tr> </tbody> </table> | If 'Retrieve' returns...                               | Then... | 'No data found' | Proceed to the next step to add a service/funding combination. | Active Service/Funding table | See next section for instructions on how to modify or add pricing. |  |
| If 'Retrieve' returns...     | Then...  |  |         |                 |  |                              |  |  |
| 'No data found'              | Proceed to the next step to add a service/funding combination.   |  |         |                 |  |                              |  |  |
| Active Service/Funding table | See next section for instructions on how to modify or add pricing.   |  |         |                 |  |                              |  |  |
| 6.                           | Click on <b>Add</b>  | The Service Details page displays.                     |         |                 |  |                              |  |  |
|                              |   |  |         |                 |  |                              |  |  |
| 7.                           | <p>Select the Service from the <b>Service</b> drop down dialog box.</p> <p><b>Tip:</b> Type the first letter of the service, then scroll to the specific service.</p>  | The Service field populates with the selected service. |         |                 |  |                              |  |  |
|                              |    |  |         |                 |  |                              |  |  |

Continued on next page

# Add Service/Funding Combinations for a Provider for a Provider, continued

## How To (continued)

| STEP  | ACTION  | RESULT  |
|---|---|---|
| 8.  | Select the funding from the <b>Funding</b> drop down list.                    | Only funding that is associated with this service will display in the drop-down list.   |
| <div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p><b>PROVIDER SERVICE</b></p> <p>Provider: PHARMACY ONE<br/>Effective: 05/01/2015<br/>NPI#:</p> <p>* AAA/CME 4</p> <p>* Service MOBL</p> <p>* Funding SCA</p> <p>* Provider Service Funding Effective Date (mm/dd/yyyy)</p> <p>Create</p> <p>NOTE: Please modify pricing below. Only use this region if you are terminating</p> <p>Back to Provider Services</p> </div>            |   |   |
| 9.  | Enter an <b>Effective Date</b> that the service/funding combination is valid. | The service cannot be used prior to the date entered here.  |
| <div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p><b>PROVIDER SERVICE</b></p> <p>Provider: PHARMACY ONE<br/>Effective: 05/01/2015<br/>NPI#:</p> <p>* AAA/CME 4</p> <p>* Service MOBL</p> <p>* Funding SCA</p> <p>* Provider Service Funding Effective Date (mm/dd/yyyy) 07/01/2015</p> <p>Create</p> <p>NOTE: Please modify pricing below. Only use this region if you are terminating</p> <p>Back to Provider Services</p> </div> |   |   |
| 10.   | Click on the <b>Create</b> button.  | <p>The service/funding combination is saved.</p> <p>The Active Service/Funding table displays, with the newly created service/funding combination listed.</p> |

*Continued on next page*

# Add Service/Funding Combinations for a Provider for a Provider, continued

## How To (continued)

| STEP    | ACTION   | RESULT  |         |   |         |             |      |                       |            |   |   |  |
|---------|--|---|---------|---|---------|-------------|------|-----------------------|------------|---|---|--|
| 10.     | <p><i>Continued</i></p> <div data-bbox="578 405 1365 1094" style="border: 1px solid black; padding: 10px;"> <p><b>PROVIDER SERVICE</b></p> <p>Provider: <b>PHARMACY ONE</b><br/>           Effective: <b>05/01/2015</b><br/>           NPI#:</p> <p><b>* AAA/CME</b><br/>           4 - JAYHAWK AREA AGENCY ON AGING ▼</p> <p>Provider Search PHARMAC</p> <p><b>* Provider</b> PHARMACEUTICAL SUPPLY INC ==&gt; 9130 - TOPEKA ▲<br/>           PHARMACY ONE ==&gt; 9129 - TOPEKA ▼</p> <p>Retrieve</p> <p><b>Active Service/Funding</b></p> <table border="1" data-bbox="597 835 1338 968"> <thead> <tr> <th>Service</th> <th>Funding</th> <th>Effective Date</th> <th>AAA/CME</th> <th>View/Modify</th> </tr> </thead> <tbody> <tr> <td>MOBL</td> <td>SCA - SENIOR CARE ACT</td> <td>07/01/2015</td> <td>4</td> <td></td> </tr> </tbody> </table> <p>1 - 1</p> <p>Add</p> <p>Terminated Service/Funding</p> </div> | Service   | Funding | Effective Date  | AAA/CME | View/Modify | MOBL | SCA - SENIOR CARE ACT | 07/01/2015 | 4 |  |  |
| Service | Funding  | Effective Date  | AAA/CME | View/Modify   |         |             |      |                       |            |   |   |  |
| MOBL    | SCA - SENIOR CARE ACT  | 07/01/2015  | 4       |  |         |             |      |                       |            |   |   |  |
| 11.     | Repeat steps 6-10 for each service/funding combination to be added for the provider.   | The Active Service/Funding table will update with each new service/funding combination added. |         |   |         |             |      |                       |            |   |   |  |

# Add Pricing (Service Unit Cost)

## Introduction

Each Service/Funding combination that is created for a provider must have a service unit cost associated to it. Adding pricing to a service is what allows the provider(s) of that service to display in the Provider field in the Plan of Care.

## How To

Follow the steps in the table below to add pricing to a service.

| Step | Action   | Result  |
|------|--|---|
| 1.   | From the Provider Service page, <b>Search</b> for the Provider, then select the correct provider from the Provider list. | The provider name is highlighted.   |
| 2.   | Click the <b>Retrieve</b> button.  | The existing service/funding combinations for the selected Provider will display in the Active Service Funding table. |

### PROVIDER SERVICE

Provider: **PHARMACY ONE**  
Effective: 05/01/2015  
NPI#:

\* AAA/CME  
4 - JAYHAWK AREA AGENCY ON AGING ▼

Provider Search PHARMAC

\* Provider  
PHARMACEUTICAL SUPPLY INC ==> 9130 - TOPEKA ▲  
**PHARMACY ONE ==> 9129 - TOPEKA ▼**

Retrieve

#### Active Service/Funding

| Service | Funding               | Effective Date | AAA/CME | View/Modify   |
|---------|-----------------------|----------------|---------|---|
| MOBL    | SCA - SENIOR CARE ACT | 07/01/2015     | 4       |  |
|         |                       |                |         | 1 - 1   |

Add

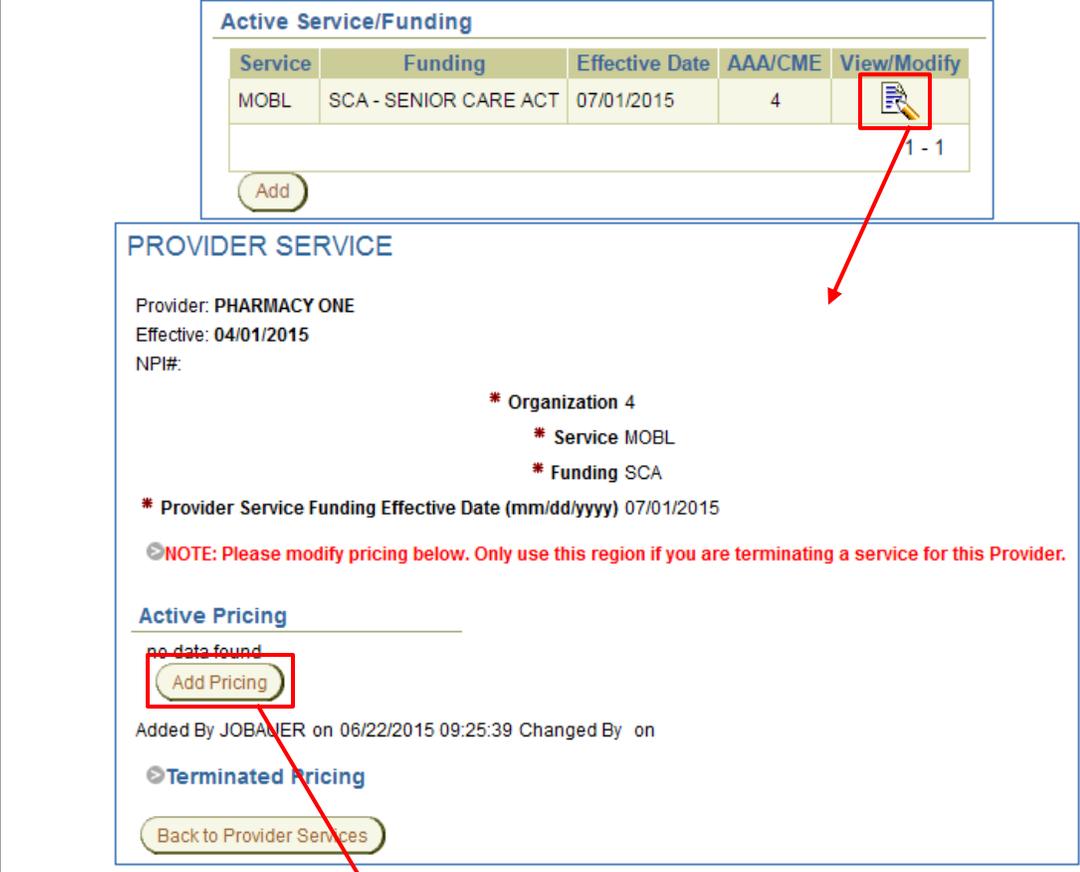
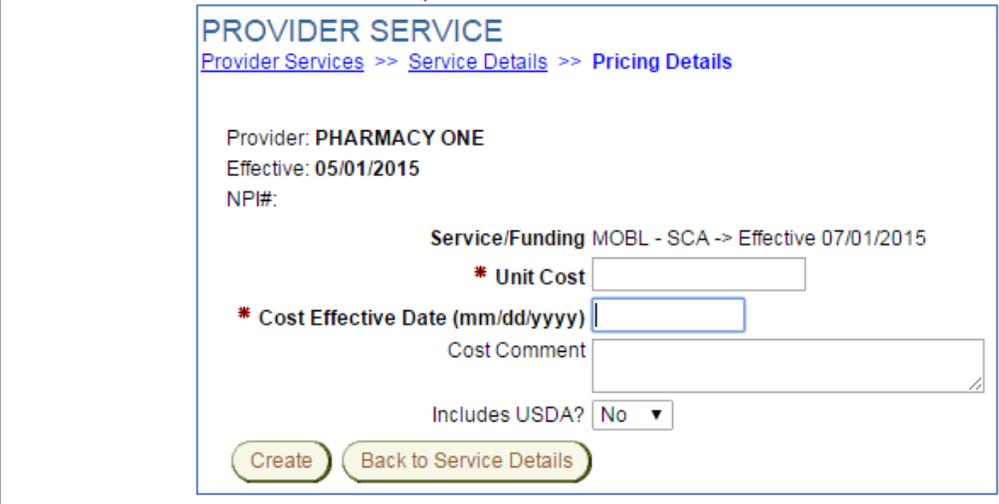
☞ **Terminated Service/Funding**

*Continued on next page*

# Add Pricing (Service Unit Cost), continued

How To

(continued)

| Step   | Action                               | Result                             |
|--|--------------------------------------|------------------------------------|
| 3.   | Click on the <b>View/Modify</b> icon | The Service Details page displays. |
|  <p>The screenshot shows the 'Active Service/Funding' table with columns: Service, Funding, Effective Date, AAA/CME, and View/Modify. The first row contains: MOBL, SCA - SENIOR CARE ACT, 07/01/2015, 4, and a View/Modify icon. Below the table is an 'Add' button. The 'PROVIDER SERVICE' section shows details for PHARMACY ONE, effective 04/01/2015. It lists Organization 4, Service MOBL, and Funding SCA. A note states: 'NOTE: Please modify pricing below. Only use this region if you are terminating a service for this Provider.' Under 'Active Pricing', it says 'no data found' and has an 'Add Pricing' button. Below that is 'Terminated Pricing' and a 'Back to Provider Services' button.</p> |                                      |                                    |
| 4.   | Click on <b>Add Pricing</b>          | The Pricing Details page displays. |
|  <p>The screenshot shows the 'PRICING DETAILS' page for PHARMACY ONE, effective 05/01/2015. It displays 'Service/Funding MOBL - SCA -&gt; Effective 07/01/2015'. There are input fields for '* Unit Cost', '* Cost Effective Date (mm/dd/yyyy)', and 'Cost Comment'. There is a dropdown for 'Includes USDA?' set to 'No'. At the bottom are 'Create' and 'Back to Service Details' buttons.</p>   |                                      |                                    |

Continued on next page

# Add Pricing (Service Unit Cost), continued

## How To

(continued)

| Step | Action  | Result   |
|------|---|--|
| 5.   | Enter the <b>Unit Cost</b>  | Enter only numbers and a decimal point if needed. This is a required field.  |
| 6.   | Enter the <b>Cost Effective Date</b>  | The above price will not be accessible in a plan of care prior to the date entered here. This is a required field. |
| 7.   | Enter any <b>Comments</b> as appropriate.   | Optional   |
| 8.   | If this entry is associated with the <b>USDA</b> select "Yes" in the drop down box. | If unknown, leave at 'No.'   |

Provider: PHARMACY ONE  
 Effective: 05/01/2015  
 NPI#:

Service/Funding MOBL - SCA -> Effective 07/01/2015

\* Unit Cost

\* Cost Effective Date (mm/dd/yyyy)

Cost Comment

Includes USDA?

[Create](#) [Back to Service Details](#)

|    |                                    |   |
|----|------------------------------------|---|
| 9. | Click on the <b>Create</b> button. | The Service Details page displays again, now with the Active Pricing table, displaying the price information just entered.<br><br>Note: Any trailing zeros entered in the Unit Cost are dropped when displaying the cost in the Active Pricing table. |
|----|------------------------------------|---|

PROVIDER SERVICE

Provider: PHARMACY ONE  
 Effective: 05/01/2015  
 NPI#:

\* AAA/CME 4  
 \* Service MOBL  
 \* Funding SCA

\* Provider Service Funding Effective Date (mm/dd/yyyy) 07/01/2015

NOTE: Please modify pricing below. Only use this region if you are terminating a service for this Provider.

**Active Pricing**

| Cost | Effective Date | Comment | Includes USDA | Modify/Terminate |
|------|----------------|---------|---------------|------------------|
| 1.5  | 07/01/2015     |         | N             |                  |

1 - 1

[Add Pricing](#)

Added By JOBAUER on 06/19/2015 16:28:56 Changed By on

**Terminated Pricing**

[Back to Provider Services](#)

|     |   |  |
|-----|---|--|
| 10. | Click on the <b>Back to Provider Services</b> button. | Returns to the Provider Service home page. |
|-----|---|--|

# Terminate Pricing (Service Unit Cost)

## Introduction

Whenever there is a pricing change for a service, it is each organization's responsibility to update the unit cost for the service/funding combination in Provider Service. The new unit cost is added, and the current unit cost is terminated when no longer needed. The current unit cost must not be terminated until all Service Provided billing at that rate has been completed.

If a service/funding combination is no longer used, the unit cost should be terminated.

## Important

Whenever a pricing change is made to a service, a Mass Update must be processed to update all customers' plans of care with the new pricing. Refer to the KAMIS chapter on Mass Update for detailed instructions.

## How To

Follow the steps in the table below to terminate pricing for a service/funding combination.

| Step | Action  | Result  |
|------|---|---|
| 1.   | If the Provider Service home page is not already displayed, click on the <b>Provider Service</b> button on the KAMIS Home Page. | The Provider Service home page displays.                    |
| 2.   | Do a <b>Provider Search</b> to retrieve the appropriate provider information.   | The Provider's active service/funding combinations display. |
| 3.   | Click on the <b>View/Modify</b> icon for the service/funding combination to be updated.   | The Service Details page displays.                          |

The screenshot shows the 'Active Service/Funding' table with the following data:

| Service | Funding               | Effective Date | AAA/CME | View/Modify   |
|---------|-----------------------|----------------|---------|---|
| MOBL    | SCA - SENIOR CARE ACT | 07/01/2015     | 4       |  |

The 'PROVIDER SERVICE' page displays the following information:

Provider: PHARMACY ONE  
 Effective: 05/01/2015  
 NPI#:

- \* AAA/CME 4
- \* Service MOBL
- \* Funding SCA

\* Provider Service Funding Effective Date (mm/dd/yyyy) 07/01/2015

NOTE: Please modify pricing below. Only use this region if you are terminating a service for this Provider.

**Active Pricing**

| Cost | Effective Date | Comment | Includes USDA | Modify/Terminate   |
|------|----------------|---------|---------------|--|
| 1.5  | 07/01/2015     |         | N             |  |

Buttons: Add Pricing, Back to Provider Services

Added By JOBAUER on 06/19/2015 16:28:56 Changed By on

Terminated Pricing

Continued on next page

# Terminate Pricing (Service Unit Cost), continued

## How To

(continued)

| Step  | Action  | Result   |               |   |         |               |                  |      |            |  |   |   |  |  |  |  |       |
|---|---|--|---------------|---|---------|---------------|------------------|------|------------|--|---|---|--|--|--|--|-------|
| 4.  | Click on the <b>Modify/Terminate</b> icon on the cost line that will be terminated. | The Pricing Details page displays.   |               |   |         |               |                  |      |            |  |   |   |  |  |  |  |       |
| <div style="border: 1px solid black; padding: 10px;"> <div style="border: 1px solid blue; padding: 5px; margin-bottom: 10px;"> <p><b>Active Pricing</b></p> <table border="1"> <thead> <tr> <th>Cost</th> <th>Effective Date</th> <th>Comment</th> <th>Includes USDA</th> <th>Modify/Terminate</th> </tr> </thead> <tbody> <tr> <td>1.55</td> <td>04/01/2015</td> <td></td> <td>N</td> <td style="text-align: center;"></td> </tr> <tr> <td colspan="4"></td> <td style="text-align: right;">1 - 1</td> </tr> </tbody> </table> </div> <div style="border: 1px solid blue; padding: 5px;"> <p><b>PROVIDER SERVICE</b></p> <p><a href="#">Provider Services</a> &gt;&gt; <a href="#">Service Details</a> &gt;&gt; <a href="#">Pricing Details</a></p> <p>Provider: PHARMACY ONE<br/>           Effective: 04/01/2015<br/>           NPI#:</p> <p style="text-align: center;">Service/Funding MOBL - SCA -&gt; Effective 04/01/2015</p> <p style="text-align: center;">* Unit Cost 1.55</p> <p>* Cost Effective Date (mm/dd/yyyy) 04/01/2015</p> <p>Cost Comment <input style="width: 100%;" type="text"/></p> <p style="text-align: right;">0 of 2000</p> <p>Includes USDA? No</p> <p>Cost Termination Date (mm/dd/yyyy) <input style="width: 50%;" type="text"/></p> <p style="text-align: center;"> <input type="button" value="Save"/> <input type="button" value="Back to Service Details"/> </p> </div> </div> |   |  | Cost          | Effective Date  | Comment | Includes USDA | Modify/Terminate | 1.55 | 04/01/2015 |  | N |  |  |  |  |  | 1 - 1 |
| Cost  | Effective Date  | Comment  | Includes USDA | Modify/Terminate  |         |               |                  |      |            |  |   |   |  |  |  |  |       |
| 1.55  | 04/01/2015  |  | N             |  |         |               |                  |      |            |  |   |   |  |  |  |  |       |
|   |   |  |               | 1 - 1   |         |               |                  |      |            |  |   |   |  |  |  |  |       |
| 5.  | Enter any <b>Comments</b> as appropriate.   | Optional   |               |   |         |               |                  |      |            |  |   |   |  |  |  |  |       |
| 6.  | Enter the <b>Termination Date</b> that this price will no longer be valid.          | Required<br><br>Note: Once a termination date is entered, the price is no longer available in the plan of care, regardless of the actual date entered. |               |   |         |               |                  |      |            |  |   |   |  |  |  |  |       |

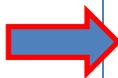
*Continued on next page*

# Terminate Pricing (Service Unit Cost), continued

## How To

(continued)

| Step   | Action                           | Result  |
|--|----------------------------------|---|
| 6.   | (continued)                      |   |
| <div style="border: 1px solid #ccc; padding: 10px; margin: 10px;"> <p>Provider: PHARMACY ONE<br/>           Effective: 04/01/2015<br/>           NPI#:</p> <p style="text-align: center;">Service/Funding MOBL - SCA -&gt; Effective 04/01/2015</p> <p style="text-align: center;">* Unit Cost 1.55</p> <p>* Cost Effective Date (mm/dd/yyyy) 04/01/2015</p> <p>Cost Comment <input style="width: 100%;" type="text"/></p> <p style="text-align: right;">0 of 2000</p> <p>Includes USDA? No</p> <p>Cost Termination Date (mm/dd/yyyy) <input style="width: 100%;" type="text" value="06/30/2015"/></p> <p style="text-align: center;"> <input type="button" value="Save"/> <input type="button" value="Back to Service Details"/> </p> </div>  |                                  |   |
| 7.   | Click on the <b>Save</b> button. | The Service Details page displays, now with no active pricing for this service. |
| <div style="border: 1px solid #ccc; padding: 10px; margin: 10px;"> <p><b>PROVIDER SERVICE</b></p> <p>Provider: PHARMACY ONE<br/>           Effective: 04/01/2015<br/>           NPI#:</p> <p style="text-align: center;">* Organization 4</p> <p style="text-align: center;">* Service MOBL</p> <p style="text-align: center;">* Funding SCA</p> <p>* Provider Service Funding Effective Date (mm/dd/yyyy) 04/01/2015</p> <p style="color: red;">NOTE: Please modify pricing below. Only use this region if you are terminating a service for this Provider.</p> <p><b>Active Pricing</b></p> <hr/> <p>no data found</p> <p style="text-align: center;"><input type="button" value="Add Pricing"/></p> <p>Added By JOBAUER on 06/22/2015 09:25:39 Changed By KMSDBA on 06/22/2015 12:29:09</p> <p><b>Terminated Pricing</b></p> <p style="text-align: center;"><input type="button" value="Back to Provider Services"/></p> </div> |                                  |   |



Continued on next page

# Terminate Pricing (Service Unit Cost), continued

## How To

(continued)

| Step | Action  | Result  |
|------|---|---|
| 8.   | To view the terminated pricing, click on the open region link next to the <b>Terminated Pricing</b> region heading: | The Terminated Pricing region expands to display any prices that have been terminated for this service. |

**Active Pricing**  
no data found  
[Add Pricing](#)

Added By JOBAUER on 06/22/2015 09:25:39 Changed By

[Terminated Pricing](#)

[Back to Provider Services](#)

Provider: PHARMACY ONE  
Effective: 04/01/2015  
NPI#:

- \* Organization 4
- \* Service MOBL
- \* Funding SCA

\* Provider Service Funding Effective Date (mm/dd/yyyy) 04/01/2015

**NOTE: Please modify pricing below. Only use this region if you are terminating a service for this Provider.**

**Active Pricing**  
no data found  
[Add Pricing](#)

Added By JOBAUER on 06/22/2015 09:25:39 Changed By KMSDBA on 06/22/2015 12:29:09

**Terminated Pricing**

| Cost | Effective Date | Termination Date | Comment | Includes USDA |
|------|----------------|------------------|---------|---------------|
| 1.55 | 04/01/2015     | 06/30/2015       |         | N             |

1 - 1

[Back to Provider Services](#)

To add the new pricing, refer to the previous section 'Add Pricing (Service Unit Cost)'

# Terminating Provider and Service/Funding Combinations

## Introduction

When a provider no longer provides a service, the service/funding combination needs to be terminated so the provider will no longer appear in the provider drop-down list for that service in the plan of care. All active pricing for the service/funding combination should be terminated before completing this task.

## Important

A Mass Update will need to be processed to update affected customers' plans of care. The service will need to be changed to a new provider, or the service itself either ended or changed to a different service.

## How to

Follow the steps in the table below to terminate the Service/Funding combination for a Provider.

| Step | Action  | Result  |
|------|---|---|
| 1.   | In Provider Service, use <b>Provider Search</b> to retrieve the appropriate provider information. | The Provider's Active Service/Funding information displays. |

Provider: PHARMACY ONE  
 Effective: 04/01/2015  
 NPI#:

\* Organization  
 4 - JAYHAWK AREA AGENCY ON AGING ▾

Provider Search

\* Provider  
 PHARMACEUTICAL SUPPLY INC ==> TOPEKA  
 PHARMACY ONE ==> TOPEKA

**Active Service/Funding**

| Service | Funding               | Effective Date | Organization | View/Modify   |
|---------|-----------------------|----------------|--------------|---|
| MOBL    | SCA - SENIOR CARE ACT | 04/01/2015     | 4            |  |
|         |                       |                |              | 1 - 1   |

[Terminated Service/Funding](#)

*Continued on next page*

# Terminating Provider and Service/Funding Combinations, continued

How To (continued)

| Step  | Action   | Result   |
|---|--|--|
| 2.  | Click on the <b>View/Modify</b> icon for the service to be terminated.   | The Service Details page displays.   |
| <div style="border: 1px solid #ccc; padding: 10px;"> <p><b>PROVIDER SERVICE</b></p> <p>Provider: PHARMACY ONE<br/>Effective: 04/01/2015<br/>NPI#:</p> <ul style="list-style-type: none"> <li>* Organization 4               <ul style="list-style-type: none"> <li>* Service MOBL</li> <li>* Funding SCA</li> </ul> </li> <li>* Provider Service Funding Effective Date (mm/dd/yyyy) 04/01/2015</li> </ul> <p><span style="color: red;">NOTE: Please modify pricing below. Only use this region if you are terminating a service for this Provider.</span></p> <p><b>Active Pricing</b></p> <p>no data found<br/><a href="#">Add Pricing</a></p> <p>Added By JOBAUER on 06/22/2015 09:25:39 Changed By KMSDBA on 06/22/2015 12:29:09</p> <p><b>Terminated Pricing</b></p> <p><a href="#">Back to Provider Services</a></p> </div> |  |  |
| 3.  | <p>Click on the open region link next to the note in red that states 'Please modify pricing below. Only use this region if you are terminating a service for this Provider.'</p> <p>Note: To prevent a service from being accidentally terminated instead of the pricing for that service, the region has been hidden.</p> | The region expands and the Provider Service Funding Termination Date field displays. |
| <div style="border: 1px solid #ccc; padding: 10px;"> <p>Provider: PHARMACY ONE<br/>Effective: 04/01/2015<br/>NPI#:</p> <ul style="list-style-type: none"> <li>* Organization 4               <ul style="list-style-type: none"> <li>* Service MOBL</li> <li>* Funding SCA</li> </ul> </li> <li>* Provider Service Funding Effective Date (mm/dd/yyyy) 04/01/2015</li> </ul> <p><span style="color: red;">NOTE: Please modify pricing below. Only use this region if you are terminating a service for this Provider.</span></p> <p>Provider Service Funding Termination Date (mm/dd/yyyy) <input type="text"/></p> <p><a href="#">Save</a></p> </div>   |  |  |

Continued on next page

# Terminating Provider and Service/Funding Combinations, continued

## How To

(continued)

| Step  | Action  | Result   |                  |              |                |                  |              |      |                       |            |            |   |
|---|---|--|------------------|--------------|----------------|------------------|--------------|------|-----------------------|------------|------------|---|
| 4.  | Enter the <b>Termination Date</b>   | Required   |                  |              |                |                  |              |      |                       |            |            |   |
| 5.  | Click on the <b>Save</b> button.  | <ul style="list-style-type: none"> <li>The service/funding combination is terminated and the Provider Service page displays.</li> <li>The Active Service/Funding region displays a 'no data found' message.</li> <li>The Terminated Service/Funding region is hidden.</li> </ul> |                  |              |                |                  |              |      |                       |            |            |   |
| <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Provider: PHARMACY ONE<br/>           Effective: 04/01/2015<br/>           NPI#:</p> <p><b>* Organization</b><br/>           4 - JAYHAWK AREA AGENCY ON AGING ▼</p> <p>Provider Search <input type="text" value="pharmac"/></p> <p><b>* Provider</b><br/>           PHARMACEUTICAL SUPPLY INC ==&gt; TOPEKA<br/>           PHARMACY ONE ==&gt; TOPEKA</p> <p><input type="button" value="Retrieve"/></p> <p><b>Active Service/Funding</b></p> <p>no data found</p> <p><input type="button" value="Add"/></p> <p>☑ <b>Terminated Service/Funding</b></p> </div> |   |  |                  |              |                |                  |              |      |                       |            |            |   |
| 6.  | If desired, expand the <b>Terminated Service/Funding</b> region to see the terminated services. | Optional   |                  |              |                |                  |              |      |                       |            |            |   |
| <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p><b>Active Service/Funding</b></p> <p>no data found</p> <p><input type="button" value="Add"/></p> <p>☑ <b>Terminated Service/Funding</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Service</th> <th>Funding</th> <th>Effective Date</th> <th>Termination Date</th> <th>Organization</th> </tr> </thead> <tbody> <tr> <td>MOBL</td> <td>SCA - SENIOR CARE ACT</td> <td>04/01/2015</td> <td>06/30/2015</td> <td>4</td> </tr> </tbody> </table> <p style="text-align: right;">1 - 1</p> </div>                       |   |  | Service          | Funding      | Effective Date | Termination Date | Organization | MOBL | SCA - SENIOR CARE ACT | 04/01/2015 | 06/30/2015 | 4 |
| Service   | Funding   | Effective Date   | Termination Date | Organization |                |                  |              |      |                       |            |            |   |
| MOBL  | SCA - SENIOR CARE ACT   | 04/01/2015   | 06/30/2015       | 4            |                |                  |              |      |                       |            |            |   |