# **PBJ Pitfalls** Ahead

# 4 pitfalls to avoid in your PBJ plan

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### What we'll cover

- 4 potential pitfalls in your PBJ plan (and how to avoid them)
- Key topics
  - PBJ preparations and timing
  - Gathering (the right) data
  - Creating XML files
  - Submitting/tracking PBJ files
  - Managing CMS reports and validations
  - Creating an end-to-end PBJ process
- PBJ checklist for success

### Attendee poll #1

- How far along is your organization in preparing for PBJ compliance?
  - Haven't yet started (How do you spell PBJ?)
  - Just beginning our preparations
  - Somewhere in the middle
  - Completely prepared and confident

### Surveying the PBJ landscape

- What does the road ahead look like?
- Different approaches to same problem
  - Internally developed software system
  - Outsourced system
  - Manual processes
  - PrimeVIEW/SimpleLTC process
- Expect a few bumps in the road





### Under-preparing for PBJ requirements

- Registering with CMS
  - Linking via SimpleLTC
- Understand timing
- Training staff on a new tracking process



### Gathering incorrect or insufficient data

- Reporting
  - Reporting by calendar day (midnight-to-midnight requirement)
  - What's the 45-day window?
  - What about all my contractors?
- Creating the census component: When and what do I need?
- Creating a single XML file per facility



### Failure to coordinate people and systems

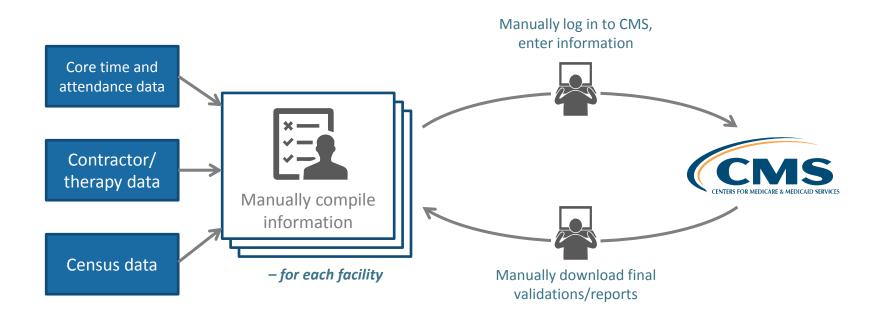
- Manual data collection
  - Inaccurate data
  - Human error & wasted time
- Lack of integration of systems
  - Inefficient workflow
- Lack of coordination of effort
  - Increased risk of penalties



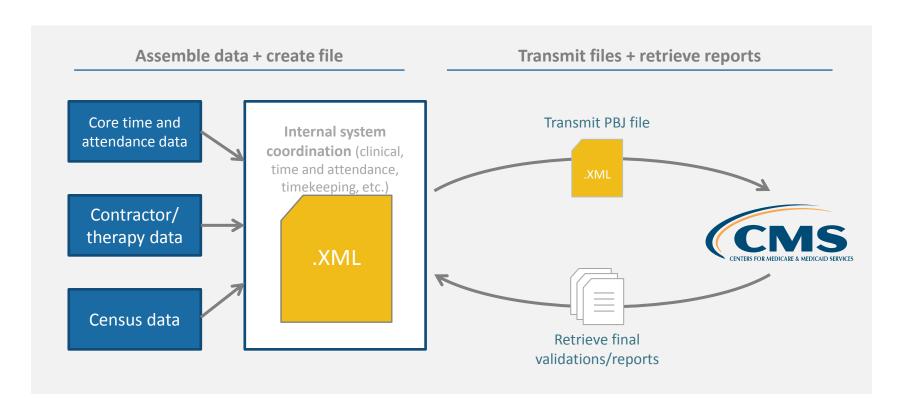
### Failure to track/validate CMS submissions

- Manual file submission
  - Impractical
  - Human error
  - CMS VPN limitations
- Limited view of data
- Reporting
  - CMS PBJ reports

## Handling PBJ compliance manually



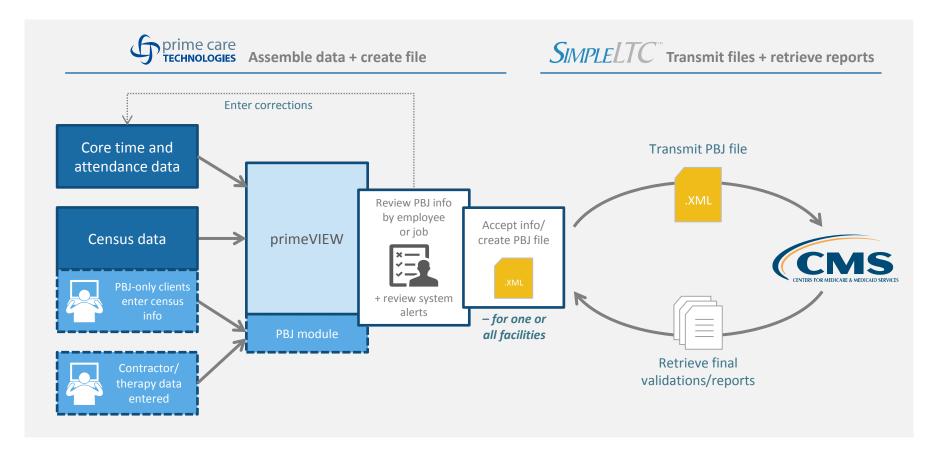
# Simplifying the PBJ process



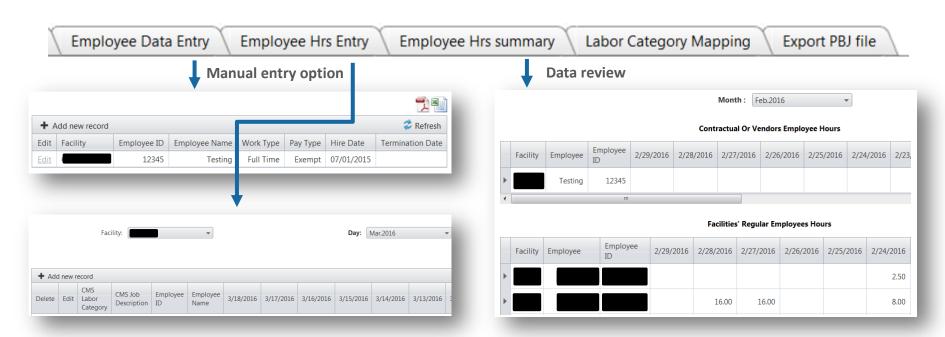
### Attendee poll #2

- Are you currently a user of SimpleLTC and/or primeVIEW software?
  - primeVIEW only
  - SimpleLTC only
  - Both primeVIEW and SimpleLTC
  - Neither primeVIEW nor SimpleLTC
  - Not sure

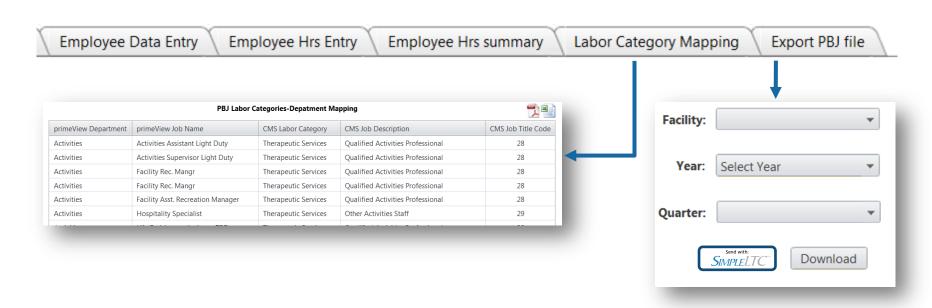
### primeVIEW/SimpleLTC end-to-end workflow



### primeVIEW PBJ screens



### primeVIEW PBJ screens



# SimpleLTC PBJ transmission/reporting

### Submitting the PBJ file to CMS

(Manually/ without PrimeVIEW)

### **Upload your PBJ files**

Use this page to upload your **PBJ** files to **CMS**. You may upload PBJ files using the upload box to the right. File formats can be .zip or .xml.



Tracking progress/ retrieving reports



### Attendee poll #3

- Do you need assistance getting your organization linked with CMS for PBJ submission?
  - Yes
  - No
  - Not sure, please contact me

### PBJ checklist

- ✓ Confirm/complete CMS linking process
- ✓ Contact time and attendance vendor for file creation.
- ✓ Create standard for reporting census information
- ✓ Create process for agency and contract staff time and emp. ID
- ✓ Contact contract vendors how will they provide information?
- ✓ Test functionality with pre-July 1 data

# **QUESTIONS & ANSWERS**

## Thank you for attending!

For more info and a free demo:

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