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19. Vendor Reports

The Vendor Management system generates printed reports to assist the Vendor unit of the State office in the managing of the Vendor information. The Vendor reports allow the user to aggregate Vendor information for analysis and distribution.

19.1 Select Vendor Report

The Generate Reports of the Vendor Management system allows the user to select which Vendor report to generate. The Generate Reports dialog is displayed in response to the following user actions:

- Selection of the Report menu item from the File menu on the Vendor List dialog as described in [Chapter 2 – Vender List and Vendor Search](#).
- Selection of the Report button on the system toolbar on the Vendor List dialog as described in [Chapter 2 – Vender List and Vendor Search](#).

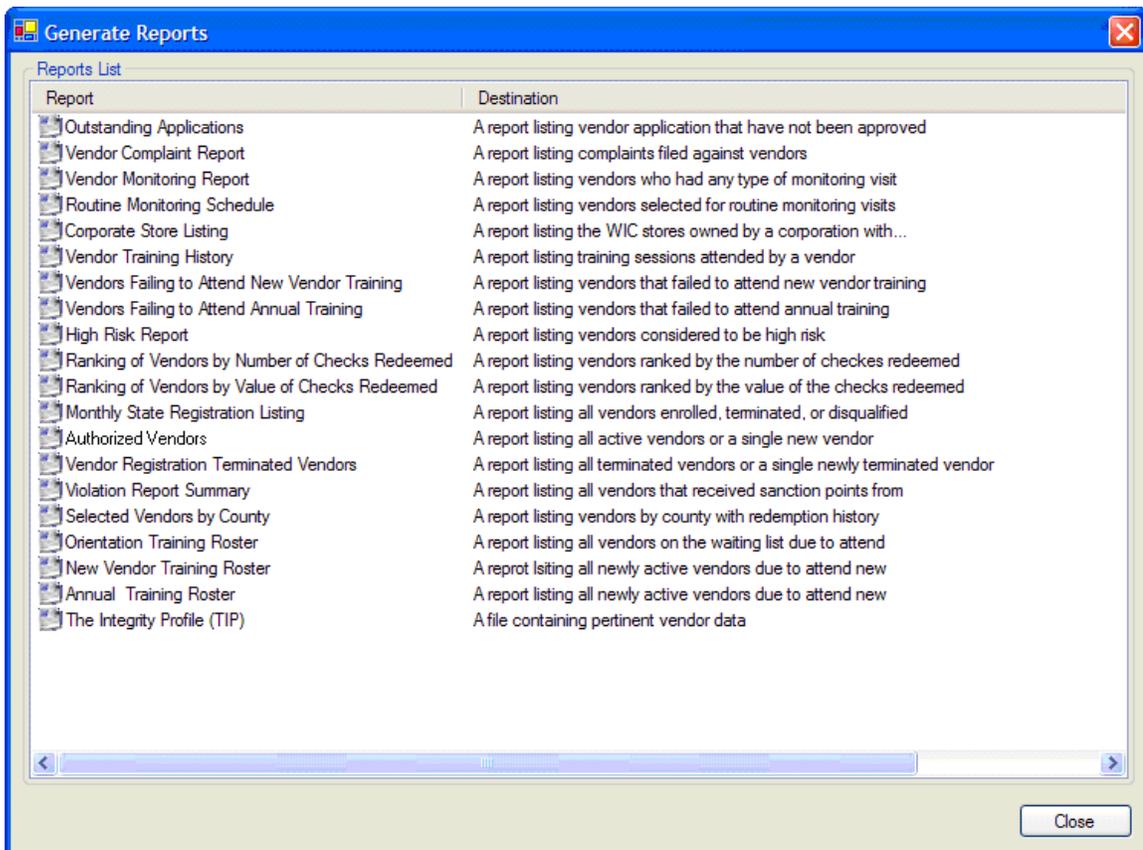


Figure 1 –Generate Reports Dialog

19.1.1 Controls

This section describes the behavior of the controls on the Generate Reports dialog.

19.1.1.1 Reports Display List

This control allows the user to view the list of available reports. The display list will be enabled when the Generate Reports dialog is active. It will be filled with entries for all available reports. Each entry displays as a small icon and a text label that displays to the right of the icon in the Report column. Additional information is provided for each entry in the Description column. The entries are arranged vertically, each on its own line with information arranged in columns.

19.1.1.2 Outstanding Applications List Item

This list item allows the user to instruct the system to generate the Outstanding Applications Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.3 Vendor Complaint Report List Item

This list item allows the user to instruct the system to generate the Vendor Complaint Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.4 Vendor Monitoring Report List Item

This list item allows the user to instruct the system to generate the Vendor Monitoring Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.5 Routine Monitoring Schedule List Item

This list item allows the user to instruct the system to generate the Routine Monitoring Schedule Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.6 Corporate Store Listing List Item

This list item allows the user to instruct the system to generate the Corporate Store Listing. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.7 Vendor Training History List Item

This list item allows the user to instruct the system to generate the Vendor Training History Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.8 High Risk Report List Item

This list item allows the user to instruct the system to generate the High Risk Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.9 Ranking of Vendors by Number of Checks Redeemed List Item

This list item allows the user to instruct the system to generate the Ranking of Vendors by Number of Checks Redeemed Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.10 Ranking of Vendors by Value of Checks Redeemed List Item

This list item allows the user to instruct the system to generate the Ranking of Vendors by Value of Checks Redeemed Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.11 Monthly State Registration Listing List Item

This list item allows the user to instruct the system to generate the Monthly State Registration Listing. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.12 Authorized Vendors List Item

This list item allows the user to instruct the system to generate the Authorized Vendors Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.13 Vendor Registration Terminated Vendors List Item

This list item allows the user to instruct the system to generate the Vendor Registration Terminated Vendors Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.14 Violation Report Summary List Item

This list item allows the user to instruct the system to generate the Violation Report Summary. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.15 Selected Vendors by County List Item

This list item allows the user to instruct the system to generate the Selected Vendors by County Report. Note: The applicable label will be displayed according to your state requirements. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.16 Annual Training Roster List Item

This list item allows the user to instruct the system to generate the Annual Training Roster Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.17 The Integrity Profile (TIP) List Item

This list item allows the user to instruct the system to generate The Integrity Profile (TIP) Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.18 Action Date Due Report List Item

This list item allows the user to instruct the system to generate the Action Date Due Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.19 Vendor Summary by Peer Group List Item

This list item allows the user to instruct the system to generate the Vendor Summary by Peer Group Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.20 Vendor Summary by Vendor List Item

This list item allows the user to instruct the system to generate the Vendor Summary by Vendor Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.21 Vendors with No Activity Report List Item

This list item allows the user to instruct the system to generate the Vendors with No Activity Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.22 Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report List Item

This list item allows the user to instruct the system to generate the Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report List Item Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.23 Food Instrument Redeemed within 85% of the Maximum Allowed Report List Item

This list item allows the user to instruct the system to generate the Food Instruments Redeemed within 85% of the Maximum Allowed Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.24 Vendors with 15 or More Sanction Points Report List Item

This list item allows the user to instruct the system to generate the Vendors with 15 or More Sanction Points Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.25 Vendors with No On-site Visits Last 18 Months Report List Item

This list item allows the user to instruct the system to generate the Vendors with No On-site Visits Last 18 Months Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.26 Vendors with No Redemptions in Last 90 Days Report List Item

This list item allows the user to instruct the system to generate the Vendors with No Redemptions in Last 90 Days Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.27 Overcharges Report List Item

This list item allows the user to instruct the system to generate the Overcharges Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.28 Vendor Listing – Alphabetic by Vendor Name Report List Item

This list item allows the user to instruct the system to generate the Vendor Listing – Alphabetic by Vendor Name Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.29 Vendor Listing – Numeric by Vendor ID Report List Item

This list item allows the user to instruct the system to generate the Vendor Listing – Numeric by Vendor ID Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.30 Random Food Instrument Sample Report List Item

This list item allows the user to instruct the system to generate the Random Food Instrument Sample Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.31 Vendor Error Analysis Report List Item

This list item allows the user to instruct the system to generate the Vendor Error Analysis Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.32 Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report List Item

This list item allows the user to instruct the system to generate the Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.33 Percent of Increase in Food Instruments Over Previous Month's Redemptions Report List Item

This list item allows the user to instruct the system to generate the Percent of Increase in Food Instruments over Previous Month's Redemptions Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.34 Vendor Activity Summary Report List Item

This list item allows the user to instruct the system to generate the Vendor Activity Summary Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.35 High Cost Vendor Summary by Food Instrument Type Report List Item

This list item allows the user to instruct the system to generate the High Cost Vendor Summary by Food Instrument Type Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.36 High Cost Vendor Summary by Vendor Report List Item

This list item allows the user to instruct the system to generate the High Cost Vendor Summary by Vendor Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.37 High Cost Food Instruments Report List Item

This list item allows the user to instruct the system to generate the High Cost Food Instruments Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.38 Low Variance Vendor Summary Report List Item

This list item allows the user to instruct the system to generate the Low Variance Vendor Summary Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.39 Large Number of FI Redeemed Outside of Area Report List Item

This list item allows the user to instruct the system to generate the Large Number of FI Redeemed Outside of Area Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.40 Pre Payment Edit Cost Savings Report List Item

This list item allows the user to instruct the system to generate the Pre Payment Edit Cost Savings Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.41 Redemption Change Report List Item

This list item allows the user to instruct the system to generate the Redemption Change Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.42 Small Volume Vendors Report List Item

This list item allows the user to instruct the system to generate the Small Volume Vendors Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.43 Food Distribution Items – Average and Maximum Prices Report List Item

This list item allows the user to instruct the system to generate the Food Distribution Items – Average and Maximum Prices Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.44 Vendors without Monitoring Visits Report List Item

This list item allows the user to instruct the system to generate the Vendors without Monitoring Visits Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.45 Vendors with Pending Price Lists Report List Item

This list item allows the user to instruct the system to generate the Vendors with Pending Price Lists Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.46 Average Actual Price Comparison Report List Item

This list item allows the user to instruct the system to generate the Average Actual Price Comparison Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.47 Vendor to Participation Ratio Report List Item

This list item allows the user to instruct the system to generate the Vendors without Monitoring Visits Report. The list item will be enabled when the dialog is active. It does not have a mnemonic or a caption.

19.1.1.48 Close Button

This control allows the user to exit the Generate Reports dialog. The Close button will be enabled when the Generate Reports dialog is active. Characteristics for the Close button are defined in *Consistencies*.

19.1.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Reports dialog.

19.1.2.1 Outstanding Applications

Upon selection of the Outstanding Applications list item, the system will display the Generate Outstanding Applications dialog.

19.1.2.2 Vendor Complaint Report

Upon selection of the Vendor Complaint list item, the system will display the Generate Vendor Complaint Report dialog.

19.1.2.3 Vendor Monitoring Report

Upon selection of the Vendor Monitoring list item, the system will display the Generate Vendor Monitoring Report dialog.

19.1.2.4 Routine Monitoring Schedule Report

Upon selection of the Routine Monitoring Schedule list item, the system will display the Generate Routine Monitoring Schedule Report dialog.

19.1.2.5 Corporate Store Listing

Upon selection of the Corporate Store list item, the system will display the Generate Corporate Store Listing dialog.

19.1.2.6 Vendor Training History

Upon selection of the Vendor Training History list item, the system will display the Generate Vendor Training History Report dialog.

19.1.2.7 High Risk Report

Upon selection of the High Risk list item, the system will display the Generate High Risk Report dialog.

19.1.2.8 Ranking of Vendors by Number of Checks Redeemed Report

Upon selection of the Ranking of Vendors by Number of Checks Redeemed list item, the system will display the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog.

19.1.2.9 Ranking of Vendors by Value of Checks Redeemed Report

Upon selection of the Ranking of Vendors by Value of Checks Redeemed list item, the system will display the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog.

19.1.2.10 Monthly State Registration Listing

Upon selection of the Monthly State Registration list item, the system will display the Generate Monthly State Registration Report dialog.

19.1.2.11 Authorized Vendors

Upon selection of the Authorized Vendors list item, the system will display the Generate Authorized Vendors Report dialog.

19.1.2.12 Vendor Registration Terminated Vendors

Upon selection of the Vendor Registration Terminated Vendors list item, the system will display the Generate Vendor Registration Terminated Vendors Report dialog.

19.1.2.13 Violation Report Summary

Upon selection of the Violation Report Summary list item, the system will display the Generate Violation Report Summary dialog.

19.1.2.14 Selected Vendors by County Report

Upon selection of the Selected Vendors by County list item, the system will display the Generate Selected Vendors by County Report dialog.

19.1.2.15 Annual Training Roster

Upon selection of the Annual Training Roster list item, the system will display the Generate Annual Training Roster dialog.

19.1.2.16 The Integrity Profile (TIP)

Upon selection of the Integrity Profile (TIP) list item, the system will create The Integrity Profile.

19.1.2.17 Vendor Summary by Vendor

Upon selection of the Vendor Summary by Vendor list item, the system will display the Generate Vendor Summary by Vendor dialog.

19.1.2.18 Vendor Summary by Peer Group

Upon selection of the Vendor Summary by Peer Group list item, the system will display the Generate Vendor Summary by Peer Group Report dialog.

19.1.2.19 Action Date Due

Upon selection of the Action Date Due Report list item, the system will display the Generate Action Date Due Report dialog.

19.1.2.20 Vendors with No Activity

Upon selection of the Vendors with No Activity list item, the system will display the Generate Vendors with No Activity Report dialog.

19.1.2.21 Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report

Upon selection of the Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report list item, the system will display the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed dialog.

19.1.2.22 Food Instruments Redeemed within 85% of the Maximum Allowed Report

Upon selection of the Food Instruments Redeemed within 85% of the Maximum Allowed Report list item, the system will display the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog.

19.1.2.23 Vendors with 15 or More Sanction Points Report

Upon selection of the Vendors with 15 or More Sanction Points Report list item, the system will display the Generate Vendors with 15 or More Sanction Points Report dialog.

19.1.2.24 Vendors with No On-site Visits in Last 18 Months Report

Upon selection of the Vendors with No On-site Visits in Last 18 Months Report list item, the system will display the Generate Vendors with No On-site Visits in Last 18 Months Report dialog.

19.1.2.25 Vendors with No Redemptions in Last 90 Days Report

Upon selection of the Vendors with No Redemptions in Last 90 Days Report list item, the system will display the Generate Vendors with No Redemptions in Last 90 Days Report dialog.

19.1.2.26 Overcharges Report

Upon selection of the Overcharges Report list item, the system will display the Generate Overcharges Report dialog.

19.1.2.27 Vendor Listing – Alphabetic by Vendor Name Report

Upon selection of the Vendor Listing – Alphabetic by Vendor Name Report list item, the system will display the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog.

19.1.2.28 Vendor Listing – Numeric by Vendor ID Report

Upon selection of the Vendor Listing – Numeric by Vendor ID Report list item, the system will display the Generate Vendor Listing – Numeric by Vendor ID Report dialog.

19.1.2.29 Random Food Instrument Sample Report

Upon selection of the Random Food Instrument Sample Report list item, the system will display the Generate Random Food Instrument Sample Report dialog.

19.1.2.30 Vendor Error Analysis Report

Upon selection of the Vendor Error Analysis Report list item, the system will display the Generate Vendor Error Analysis Report dialog.

19.1.2.31 Vendors Whose Food Average Package Cost is More Than 10% Above Average Report

Upon selection of the Vendors Whose Food Average Package Cost is More Than 10% Above Average Report list item, the system will display the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Average Report dialog.

19.1.2.32 Percent of Increase in Food Instruments over Previous Month's Redemptions Report

Upon selection of the Percent of Increase in Food Instruments over Previous Month's Redemptions Report list item, the system will display the Generate Percent of Increase in Food Instruments over Previous Month's Redemptions Report dialog.

19.1.2.33 Vendor Activity Summary

Upon selection of the Vendor Activity Summary list item, the system will display the Generate Vendor Activity Summary Report dialog.

19.1.2.34 High Cost Vendor Summary by Food Instrument Type Report

Upon selection of the High Cost Vendor Summary by Food Instrument Type Report list item, the system will display the Generate High Cost Vendor Summary by Food Instrument Type Report dialog.

19.1.2.35 High Cost Vendor Summary by Vendor Report

Upon selection of the High Cost Vendor Summary by Vendor Report list item, the system will display the Generate High Cost Vendor Summary by Vendor Report dialog.

19.1.2.36 High Cost Food Instruments Report

Upon selection of the High Cost Food Instruments Report list item, the system will display the Generate High Cost Food Instruments Report dialog.

19.1.2.37 Low Variance Vendor Summary Report

Upon selection of the Low Variance Vendor Summary Report list item, the system will display the Generate Low Variance Vendor Summary Report dialog.

19.1.2.38 Large Number of FI Redeemed Outside Area Report

Upon selection of the Large Number of FI Redeemed outside Area Report list item, the system will display the Generate Large Number of FI Redeemed outside Area Report dialog.

19.1.2.39 Pre Payment Edit Cost Savings Report

Upon selection of the Pre Payment Edit Cost Savings Report list item, the system will display the Generate Pre Payment Edit Cost Savings Report dialog.

19.1.2.40 Redemption Change Report

Upon selection of the Redemption Change Report list item, the system will display the Generate Redemption Change Report dialog.

19.1.2.41 Small Volume Vendors Report

Upon selection of the Small Volume Vendors Report list item, the system will display the Generate Small Volume Vendors Report dialog.

19.1.2.42 Food Distribution Items – Average and Maximum Prices Report

Upon selection of the Food Distribution Items – Average and Maximum Prices Report list item, the system will display the Generate Food Distribution Items – Average and Maximum Prices Report dialog

19.1.2.43 Vendors without Monitoring Visits Report

Upon selection of the Vendors without Monitoring Visits Report list item, the system will display the Generate Vendors without Monitoring Visits Report dialog

19.1.2.44 Vendors with Pending Price Lists Report

Upon selection of the Vendors with Pending Price Lists Report list item, the system will display the Generate Vendors with Pending Price Lists Report dialog

19.1.2.45 Average Actual Price Comparison Report

Upon selection of the Average Actual Price Comparison Report list item, the system will display the Generate Average Actual Price Comparison Report dialog

19.1.2.46 Vendor to Participant Ratio Report

Upon selection of the Vendors to Participant Ratio Report list item, the system will display the Generate Vendor to Participant Ratio Report dialog

19.1.2.47 Close

Upon selection of the Close button, the system will dismiss the Generate Reports dialog and return to the Vendor Management dialog.

19.2 Generate Outstanding Applications Dialog

The Generate Outstanding Applications dialog allows the user to generate a list of vendors with outstanding applications that have not been approved, denied or put on a waiting list. It is displayed when the user selects the Outstanding Applications list item from the Reports display list.

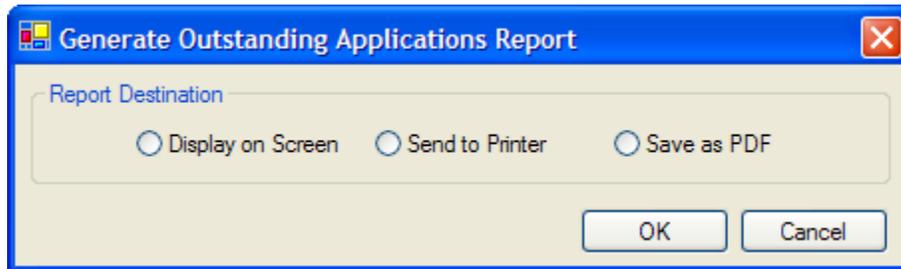


Figure 2 –Generate Outstanding Applications Dialog

19.2.1 Controls

This section describes the behavior of the controls on the Generate Outstanding Applications dialog.

19.2.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Outstanding Applications dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.2.1.2 OK Button

The OK button will be enabled when the Generate Outstanding Applications dialog is active (See the Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.2.1.3 Cancel Button

The Cancel button will be enabled when the Generate Outstanding Applications dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.2.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Outstanding Applications dialog.

19.2.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

Once the controls have been validated, the system will generate the Outstanding Applications report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.2.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Outstanding Applications dialog and return the user to the Generate Reports dialog.

19.3.1 Data Elements

This section describes the data elements that will print on the report.

19.3.1.1 Report Title

The title of the report is the text “Outstanding Applications”. There is no sub-title for this report.

19.3.1.1.1 Origin of Data Element

The value is a literal value.

19.3.1.1.2 Format

The value will print as its literal value.

19.3.1.2 Municipality/County Code

This value will be a combination of the municipality code and the County code of the Vendor.

19.3.1.2.1 Origin of Data Element

The value will be taken from the Municipality and County attributes of the VENDOR entity.

19.3.1.2.2 Format

The value will print as one combined element. The County code will print as its literal value as the first 4 characters of the combined element. The municipality code will print as its literal value as the last 4 characters of the combined element. There will be no spaces in between the two codes.

19.3.1.3 Vendor ID

This value will be the ID of the Vendor.

19.3.1.3.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.3.1.3.2 Format

The value will print as its literal value.

19.3.1.4 Vendor Name

This value will be the name of the Vendor.

19.3.1.4.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.3.1.4.2 Format

The value will print as its literal value.

19.3.1.5 Contact Person

This value will be the salutation, title and name of the WIC contact person for the Vendor.

19.3.1.5.1 Origin of Data Element

The value will be taken from the Vendor-WIC-Contact-Person-Salutation-Title, Vendor-WIC-Contact-Person-First-Name, and WIC-Contact-Person-Last-Name attributes of the VENDOR entity.

19.3.1.5.2 Format

The value will print in salutation/title, first name, last name order.

19.3.1.6 Telephone Number

This value will be the telephone number of the Vendor.

19.3.1.6.1 Origin of Data Element

The value will be taken from the Telephone attribute of the VENDOR entity.

19.3.1.6.2 Format

The value will print in ###-###-#### format.

19.3.1.7 Current Status

This value will be the current status of the Vendor.

19.3.1.7.1 Origin of Data Element

The value will be taken from the Current-Status attribute of the VENDOR entity.

19.3.1.7.2 Format

The value will print as the textual description of the Vendor status.

19.3.1.8 Application Sent

This value will be the date on which the application was sent to the Vendor.

19.3.1.8.1 Origin of Data Element

The value will be taken from the Application-Sent-Date attribute of the APPLICANT entity.

19.3.1.8.2 Format

The value will print in MM/DD/CCYY format.

19.3.1.9 Application Received

This value will be the date on which the returned application was received by WIC from the Vendor.

19.3.1.9.1 Origin of Data Element

The value will be taken from the Application-Received-Date attribute of the APPLICATION-RECEIVED entity.

19.3.1.9.2 Format

The value will print in MM/DD/CCYY format.

19.3.2 Filter Criteria

19.3.2.1 Applicants

Only Vendors whose current status is Applicant or are currently in the WIC program and reapplying for application will be included in the report.

19.3.3 Sort Order

19.3.3.1 Municipality

The report will be sorted first by municipality.

19.3.3.2 County

The report will be sorted by County within municipality.

19.3.3.3 Vendor ID

The report will be sorted by Vendor ID within County.

19.3.4 Control Breaks

No control breaks are defined for this report.

19.3.5 Control Totals

No control totals are defined for this report.

19.3.6 Frequency and Distribution

Frequency	- On-demand
Data current as of	- Current day
Output Type	- Screen, Paper, or PDF
Report Level	- State

19.4 Generate Vendor Complaint Report Dialog

The Generate Vendor Complaint Report dialog allows the user to generate a report of vendors who have had a complaint filed against them during the selected date range. It is displayed when the user selects the Vendor Complaint Report list item from the Reports display list.

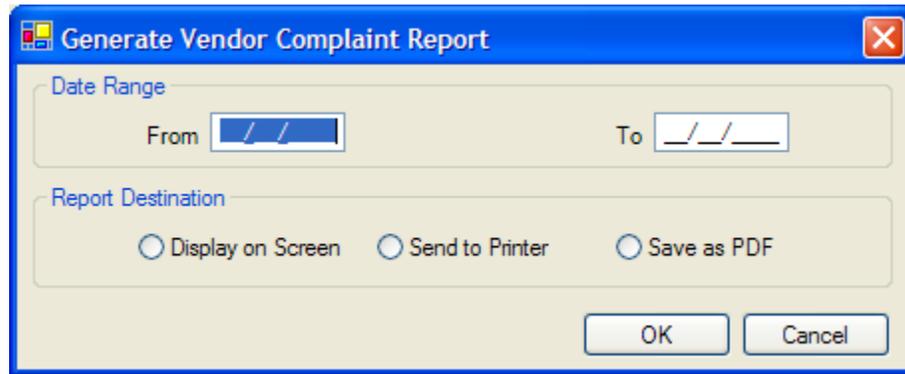


Figure 3 - Generate Vendor Complaint Report Dialog

19.4.1 Controls

This section describes the behavior of the controls on the Generate Vendor Complaint Report dialog.

19.4.1.1 Date Range From Masked Edit Box (From)

This control allows the user to enter the start date of the date range on which to filter the Vendor Complaint report. The masked edit box will be enabled when the Generate Vendor Complaint Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date.

An entry is required for this control.

19.4.1.2 Date Range To Masked Edit Box (To)

This control allows the user to specify the end date of the date range on which to filter the Vendor Complaint report. The masked edit box will be enabled when the Generate Vendor Complaint Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date.

An entry is required for this control.

19.4.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Complaint Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.4.1.4 OK Button

The OK button will be enabled when the Generate Vendor Complaint Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.4.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendor Complaint Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.4.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Complaint Report dialog.

19.4.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered, the system will display a standard error message with the text “An entry is required for the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If an invalid date has been entered in a date field, the system will display a standard error message with the text “Invalid date entered.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will display a standard error message with the text “Beginning of date range must be equal to or less than end of date range.”

Once the controls have been validated, the system will generate the Vendor Complaint report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.4.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Complaint Report dialog and return the user to the Generate Reports dialog.

19.5.1 Data Elements

This section describes the data elements that will print on the report.

19.5.1.1 Report Title

The title of the report will be the text of “Vendor Complaint Report”. A subtitle will indicate the date range selected for the report.

19.5.1.1.1 Origin of Data Element

The date range will be selected by the user on the Generate Vendor Complaint Report dialog.

19.5.1.1.2 Format

The values will print in MM/DD/CCYY format.

19.5.1.2 Staff

This value will be the ID of the WIC staff person who is primarily responsible for this Vendor.

19.5.1.2.1 Origin of Data Element

The value will be taken from the UserID attribute of the VENDOR entity.

19.5.1.2.2 Format

The value will print as its literal value.

19.5.1.3 Vendor ID

This value will be the ID of the Vendor.

19.5.1.3.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.5.1.3.2 Format

The value will print as its literal value.

19.5.1.4 Vendor Name

This value will be the name of the Vendor.

19.5.1.4.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.5.1.4.2 Format

The value will print as its literal value.

19.5.1.5 Contact Person

This value will be the salutation, title and name of the WIC contact person for the Vendor.

19.5.1.5.1 Origin of Data Element

The value will be taken from the WIC-Contact-Title, WIC-Contact-Salutation, WIC-Contact-First-Name, and WIC-Contact-Last-Name attributes of the VENDOR entity.

19.5.1.5.2 Format

The value will print in salutation/title, first name, last name order.

19.5.1.6 Type of Complaint

This value will be the description of the type of complaint that was filed against the Vendor.

19.5.1.6.1 Origin of Data Element

The value will be taken from the Description attribute in the Complaint Type entity.

19.5.1.6.2 Format

The value will print as its literal value.

19.5.1.7 Date Received

This value will be the date on which a WIC staff person was informed of the complaint.

19.5.1.7.1 Origin of Data Element

The value will be taken from the Received-Date attribute of the COMPLAINT entity.

19.5.1.7.2 Format

The value will print in MM/DD/CCYY format.

19.5.1.8 Follow-up Action

This value will be the follow-up activity that was taken in response to the Complaint.

19.5.1.8.1 Origin of Data Element

The value will be taken from the Description attribute of the EVENT entity for the associated Follow-Up-Activity-ID attribute of the FOLLOW UP ACTIVITY entity.

19.5.1.8.2 Format

The value will print as its literal value.

19.5.1.9 Date of Follow-up

This value will be the date on which the Follow-up Action was taken.

19.5.1.9.1 Origin of Data Element

The value will be taken from the StartDate attribute of the FollowupActivity entity.

19.5.1.9.2 Format

The value will print in MM/DD/CCYY format.

19.5.1.10 Complaint Resolved

This tells the user if the complaint was resolved or not.

19.5.1.10.1 Origin of Data Element

If the complaint was resolved the value will be “Y” and if not it will be “N”. This will be taken from the ResolvedComplaint entity if this is a follow-up to the associated Complaint.

19.5.1.10.2 Format

The value will print as its literal value.

19.5.1.11 Date Complaint Resolved

This value will be the date on which the complaint was resolved.

19.5.1.11.1 Origin of Data Element

The value will be taken from the ResolvedDate attribute of the ResolvedComplaint entity.

19.5.1.11.2 Format

The value will print in MM/DD/CCYY format.

19.5.2 Filter Criteria

19.5.2.1 Complaints within Specified Date Range

All vendors with complaints filed against them with a received date occurring between the user-specified begin and end date will be included in the report.

19.5.3 Sort Order

19.5.3.1 Staff

The report will be sorted first by UserID of the WIC staff person primarily responsible for the Vendor.

19.5.3.2 Vendor ID

The report will be sorted by Vendor ID within WIC staff person UserID.

19.5.4 Control Breaks

19.5.4.1 Vendor ID

A page break will occur at the change of Vendor ID.

19.5.5 Control Totals

No control totals are defined for this report.

19.5.6 Frequency and Distribution

Frequency	-	On-demand
Data current as of	-	The date range will be compared to the date the complaint was received.
Output Type	-	Screen, Paper, or PDF
Report Level	-	State

19.6 Generate Vendor Monitoring Report Dialog

The Generate Vendor Monitoring Report dialog allows the user to generate a report of vendors who have had any type of monitoring visit during the selected date range. It is displayed when the user selects the Vendor Monitoring Report list item from the Reports display list.

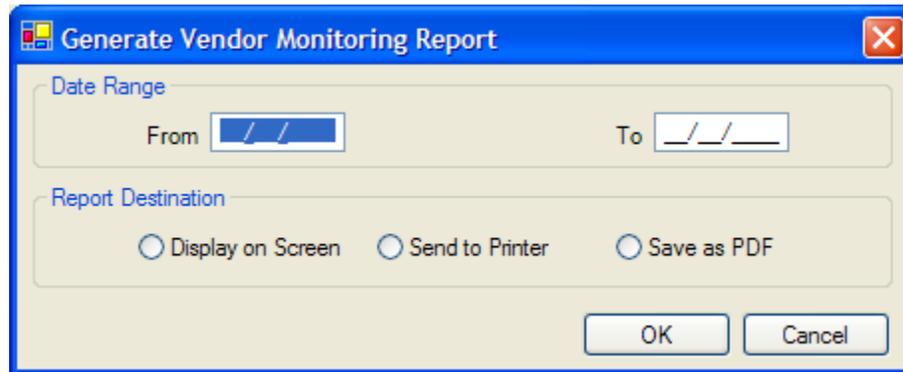


Figure 4 – Generate Vendor Monitoring Report Dialog

19.6.1 Controls

This section describes the behavior of the controls on the Generate Vendor Complaint Report dialog.

19.6.1.1 Date Range From Masked Edit Box (From)

This control allows the user to enter the start date of the date range on which to filter the Vendor Monitoring report. The masked edit box will be enabled when the Generate Vendor Monitoring Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date.

An entry is required for this control.

19.6.1.2 Date Range To Masked Edit Box (To)

This control allows the user to specify the end date of the date range on which to filter the Vendor Monitoring report. The masked edit box will be enabled when the Generate Vendor Monitoring Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date.

An entry is required for this control.

19.6.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Monitoring Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.6.1.4 OK Button

The OK button will be enabled when the Generate Vendor Monitoring Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.6.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendor Monitoring Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.6.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Monitoring Report dialog.

19.6.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered, the system will display a standard error message with the text, “An entry is required for the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If an invalid date has been entered in a date field, the system will display a standard error message with the text “Invalid date entered.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will display a standard error message with the text “Beginning of date range must be equal to or less than end of date range.”

Once the controls have been validated, the system will generate the Vendor Monitoring Report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.6.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Monitoring Report dialog and return the user to the Generate Reports dialog.

19.7 Vendor Monitoring Report (Output) VND003

The Vendor Monitoring Report lists all vendors who have had any type of monitoring visit during the selected date range.

```

VND003
                                     <XXXX> STATE DEPARTMENT OF HEALTH
                                     VENDOR MONITORING REPORT
                                     XX/XX/XXXX - XX/XX/XXXX
                                     RUN DATE XX/XX/XXXX
                                     RUN TIME XX:XX:XX
                                     PAGE:   XXX

STAFF: XXXXXXXX

VENDOR ID  VENDOR NAME  VISIT TYPE  DATE OF VISIT  REASON(S) FOR VISIT
-----
XXXXX     XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
          XXXXXXXXXXXXXXXXXXXXXXXXXXXX  XX/XX/XXXX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
          XXXXXXXXXXXXXXXXXXXXXXXXXXXX  XXXX
          VIOLATIONS  POINTS
          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  XXXX
          XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  XXXX
                                     TOTAL: XXXXXX

*** END OF LISTING ***
  
```

19.7.1 Data Elements

This section describes the data elements that will print on the report.

19.7.1.1 Report Title

The title of the report will be the text of "Vendor Monitoring Report". A subtitle will indicate the date range selected for the report.

19.7.1.1.1 Origin of Data Element

The report date range will be selected by the user on the Generate Vendor Monitoring Report dialog.

19.7.1.1.2 Format

The values will print in MM/DD/CCYY format.

19.7.1.2 Staff

This value will be the ID of the WIC staff person who is primarily responsible for this Vendor.

19.7.1.2.1 Origin of Data Element

The value will be taken from the UserID attribute of the VENDOR entity.

19.7.1.2.2 Format

The value will print as its literal value.

19.7.1.3 Vendor ID

This value will be the ID of the Vendor.

19.7.1.3.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.7.1.3.2 Format

The value will print as its literal value.

19.7.1.4 Vendor Name

This value will be the name of the Vendor.

19.7.1.4.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.7.1.4.2 Format

The value will print as its literal value.

19.7.1.5 Visit Type

This value will be the type of monitoring visit that was recorded for the Vendor.

19.7.1.5.1 Origin of Data Element

The value will be taken from the appropriate value in the Reference Dictionary Table for the Monitoring Visit event or follow-up activity.

19.7.1.5.2 Format

The value will print as its literal value.

19.7.1.6 Date of Visit

This value will be the date on which the monitoring visit occurred.

19.7.1.6.1 Origin of Data Element

The value will be taken from the Visit-Date attribute of the MONITORING VISIT entity.

19.7.1.6.2 Format

The value will print in MM/DD/CCYY format.

19.7.1.7 Reason(s) for Visit

This value will be the reason why the monitoring visit occurred.

19.7.1.7.1 Origin of Data Element

The value will be taken from the Description attribute of the REFERENCE DICTIONARY entity associated with the Reason-Code attribute in the MONITORING VISIT REASON entity.

19.7.1.7.2 Format

The value will print as its literal value.

19.7.1.8 Violations

This value will be the violation that was assessed against the Vendor as a result of the monitoring visit.

19.7.1.8.1 Origin of Data Element

The value will be taken from the Description attribute of the VIOLATION TYPE entity associated with the Violation-Type attribute of the VIOLATION entity.

19.7.1.8.2 Format

The value will print as its literal value.

19.7.1.9 Points

This value will be the number of sanction points that were assessed against the Vendor as the result of a violation.

19.7.1.9.1 Origin of Data Element

The value will be taken from the Sanction-Points attribute of the VIOLATION entity.

19.7.1.9.2 Format

The value will print as its literal value.

19.7.1.10 Total

This total of sanction points that were assessed against the Vendor as the result of a violation found.

19.7.1.10.1 Origin of Data Element

The value will be a total of all the sanction points that were assessed against the Vendor for this visit.

19.7.1.10.2 Format

The value will print as its literal value.

19.7.2 Filter Criteria

19.7.2.1 Monitoring Visits within Specified Date Range

All vendor monitoring visits with a visit date occurring between the user-specified begin and end date will be included in the report. Any violations that were observed during the visit will also be included in the report.

19.7.3 Sort Order

19.7.3.1 Staff

The report will be sorted first by name of the WIC staff person primarily responsible for the vendor.

19.7.3.2 Vendor ID

The report will be sorted by Vendor ID within WIC staff person name.

19.7.4 Control Breaks

19.7.4.1 Vendor ID

A page break will occur at the change of Vendor ID.

19.7.5 Control Totals

No control totals are defined for this report.

19.7.6 Frequency and Distribution

- Frequency - On-demand
- Data current as of - The date range will be compared to the date the visit was completed.
- Output Type - Screen, Paper, or PDF
- Report Level - State

19.8 Generate Routine Monitoring Schedule Dialog

The Generate Monitoring Schedule dialog allows the user to generate a report of vendors who have been selected for routine monitoring visits. It is displayed when the user selects the Routine Monitoring Schedule list item from the Reports display list.

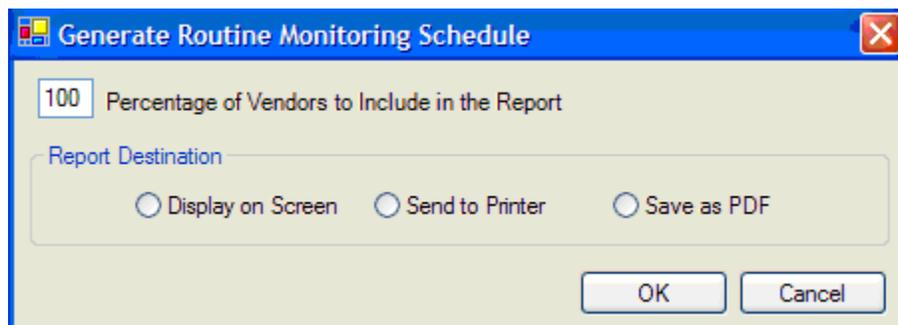


Figure 5 - Generate Routine Monitoring Schedule Dialog

19.8.1 Controls

This section describes the behavior of the controls on the Generate Routine Monitoring Schedule dialog.

19.8.1.1 Percentage of Vendors to Include in Report Text Box

This control allows the user to enter the percentage of the total number of vendors with enrolled or probation statuses to be reported on from the Vendor Management system. The text box will be enabled when the Generate Routine Monitoring Schedule dialog is active. It will only accept entry of numeric digits. The maximum length of the field is three (3) digits. The text box will initially be blank.

An entry is required for this control.

19.8.1.2 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Routine Monitoring Schedule dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.8.1.3 OK Button

The OK button will be enabled when the Generate Vendor Routine Monitoring Schedule dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.8.1.4 Cancel Button

The Cancel button will be enabled when the Generate Vendor Routine Monitoring Schedule dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.8.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Routine Monitoring Schedule dialog.

19.8.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered, the system will display a standard error message with the text, "An entry is required for the <control label>." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The value entered in the Percentage of Vendors to Include in Report text box must be between 1 and 100 or the system will display a standard error message with the text, "Percentage of Vendors to Include in Report must be between 1 and 100."

Once the controls have been validated, the system will generate the Routine Monitoring Schedule to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.8.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Routine Monitoring Schedule dialog and return the user to the Generate Reports dialog.

19.9 Routine Monitoring Schedule Report (Output) VND004

The Routine Monitoring Schedule Report lists vendors selected for routine monitoring visit. The Vendors included in the report are randomly selected from all Vendors that are currently enrolled and active in the Vendor Management system. The number of Vendors to include in the report is selected by the user as a percentage of the total number of Vendors that are currently enrolled and active in the Vendor Management system.

```
VND004                                     <XXXX> STATE DEPARTMENT OF HEALTH                                     RUN DATE XX/XX/XXXX
                                             ROUTINE MONITORING SCHEDULE REPORT                                     RUN TIME XX:XX:XX
                                             XX% OF VENDORS INCLUDED                                           PAGE:    XXX

STAFF: XXXXXXXXXXXXXXXXXXXX
PRIMARY AGENCY: XXXXXXXXXXXXXXXXXXXX

VENDOR ID  VENDOR NAME, ADDRESS
-----
XXXXX      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
           XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
           XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
           XXXXXXXXXXXXXXXXXXXX, XXXXX-XXXX

           *** END OF LISTING ***
```

19.9.1 Data Elements

This section describes the data elements that will print on the report.

19.9.1.1 Report Title

The title of the report will be the text of “Routine Monitoring Schedule Report”. A subtitle will indicate the percentage of Vendors selected for the report.

19.9.1.1.1 Origin of Data Element

The user on the Generate Routine Monitoring Schedule Report dialog will indicate the percentage of Vendors.

19.9.1.1.2 Format

The percentage value will print in ##% format.

19.9.1.2 Staff

This value will be the ID of the WIC staff person who is primarily responsible for this Vendor.

19.9.1.2.1 Origin of Data Element

The value will be taken from the UserID attribute of the Vendor entity.

19.9.1.2.2 Format

The value will print as its literal value.

19.9.1.3 Primary Agency

This value will be the name of the primary agency for the Vendor.

19.9.1.3.1 Origin of Data Element

The value will be taken from the NAME attribute of the AGENCY entity where AgencyID = VendorLAAssociation.AgencyID and VendorLAAssociation.Primary = ‘Y’.

19.9.1.3.2 Format

The value will print as its literal value.

19.9.1.4 Vendor ID

This value will be the ID of the Vendor.

19.9.1.4.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.9.1.4.2 Format

The value will print as its literal value.

19.9.1.5 Vendor Name

This value will be the name of the Vendor.

19.9.1.5.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.9.1.5.2 Format

The value will print as its literal value.

19.9.1.6 Vendor Address

This value will be the physical address of the Vendor.

19.9.1.6.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.9.1.6.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical-ZIP order. Each value will print on a separate line, with the exception of Physical-ZIP, which will print on the same line as the Physical-City.

19.9.2 Filter Criteria

19.9.2.1 Random Selection of a Percentage of Vendors

The Vendors included in the report are randomly selected from all enrolled and active Vendors in the Vendor Management system. The number of Vendors included in the report is entered by the user as a percentage of the total number of Vendors, in each peer group, that are enrolled and active in the Vendor Management system. Vendors visited in the previous year are still eligible for another visit, and are included in the random selection process.

For example, if there are 200 enrolled and active Vendors in the Vendor Management system and the user enters 10% in the Percentage of Vendors to Include in Report Text Box then the system will choose 20 Vendors in each peer group. These Vendors are chosen using a random number generator. If the generator produces the number 6 then the system will chose the sixth Vendor within the peer group. The system repeats this selection process until it has enough Vendors to meet the requested percentage. In this example the system would repeat the selection process 20 times for each peer group.

Monitoring Visits uses a random number generator to select from a collection of active vendors.

This is achieved by:

- The user enters the percent of active vendors to include in the random sampling. Set the Percent Value by converting the percent entered on the screen to a whole number, 10% becomes 10.
- Retrieve a list of vendor IDs from the Vendor table where the current status is '3' or '7'. Add the selected vendor IDs to a Vendor ID Collection.
- Count the number of Active Vendor IDs in the collection 38
- Divide the Count of Selected VendorIDs by 100
- $38/100 = .38$
- Determine the maximum number of vendor IDs required to meet the proportion entered by the user.
 - Multiply the Result by the Percent Value and round to a whole number.
 $.38 * 10 = 3.8$ and Rounded to the whole number 4 to Set the Number of Vendors to Select for the Random Sampling
- Loop through the collection of active vendor IDs repeating the process until the Number of Vendors to Select for the Random Sampling matches than the number of Vendor IDs selected for the Monitoring List.
- Initialize the random-number generator. The initial value returned by the system timer is used as the new seed value so it is different every time (based on fractional portions of a second). For any given initial seed, the same number sequence is generated because each successive call to the Rnd function uses the previous number as a seed for the next number in the sequence
- Randomly set the Collection Index to the vendor collection:
- $iIndex = \text{Int}((\text{colAllVendors.Count} - 1) * \text{Rnd}) + 1$
- Count the Selected VendorIDs in the collection at the moment and subtract one to set the upper boundary as the highest possible index to select in the range.
 $38 - 1 = 37$
- Multiply the result by a random number.
 $37 * \text{RndNmbr}$ and round the result to whole number.

- Add 1 for a lower boundary as the lowest possible index to select in the range.
- Move the vendor ID in this index location within the collection to the Monitor Visit List. The count of vendors in the collection was reduced by one, from 38 to 37. The current number of vendors left to collect for monitoring is 3.
- Loop through the process until the number of vendor IDs added to the Monitoring List meets the Number of Vendors to Select for the Random Sampling. The LOOP ENDS when the number of vendors selected matches the value calculated from the percent of total vendors or the collection of active vendors is exhausted.

19.9.3 Sort Order

19.9.3.1 Staff

The report will be sorted by the UserID of the WIC staff person primarily responsible for the Vendor.

19.9.3.2 Primary Agency

The report will be sorted by primary agency within WIC staff UserID.

19.9.4 Control Breaks

19.9.4.1 Staff

A page break will occur at the change of UserID.

19.9.4.2 Primary Agency

A page break will occur at the change of primary agency.

19.9.5 Control Totals

No control totals are defined for this report.

19.9.6 Frequency and Distribution

Frequency	-	On-demand
Data current as of	-	Current Date
Output Type	-	Screen, Paper, or PDF
Report Level	-	State

19.10 Generate Corporate Store Listing Dialog

The Generate Corporate Store Listing dialog allows the user to generate a list of WIC stores owned by a corporation. The user can select to include one or all stores owned by the corporation. The user can also select to include one or all corporations in the Vendor Management system. In addition to selecting which corporations and stores to include, the user can select whether or not to include the redemption history of the store. When redemption history is included, the user can also select the fiscal year for the redemption history. It is displayed when the user selects the Corporate Store Listing list item from the Reports display list.

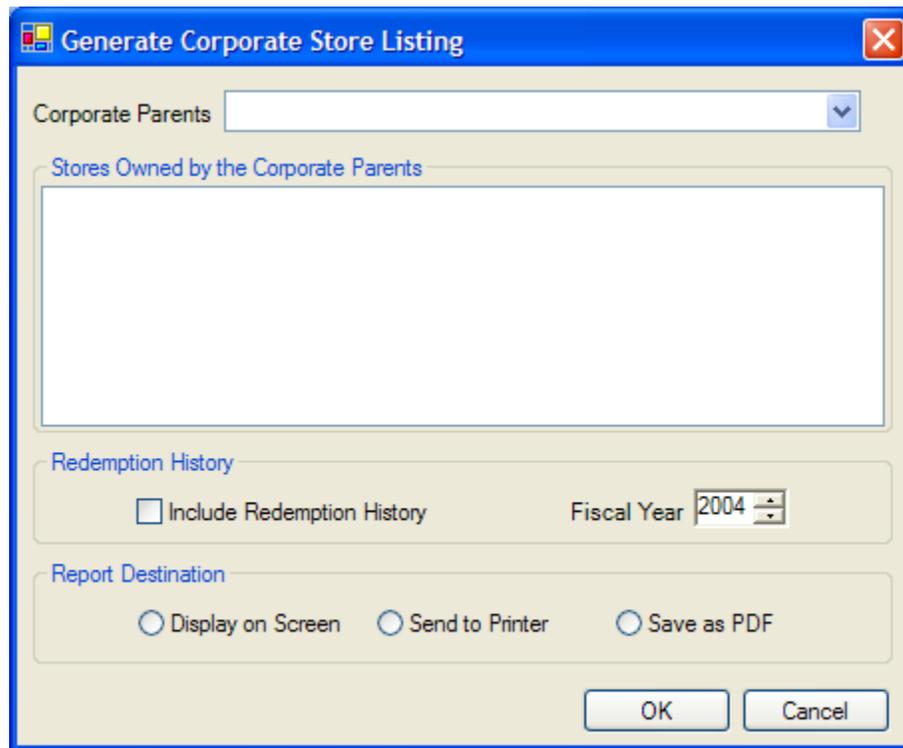


Figure 6 - Generate Corporate Store Listing Dialog

19.10.1 Controls

This section describes the behavior of the controls on the Generate Corporate Store Listing dialog.

19.10.1.1 Corporate Parent Dropdown

This control allows the user to select a corporate parent include in the report. The dropdown will be enabled when the Generate Corporate Store Listing dialog is active. This will be a read only drop down list. It is filled with a list of corporate parents from the CORPORATE-PARENT entity, which are displayed in alphabetical order within the list. It will also contain the item {All} so that the user can select all corporate parents. The field will initially be blank.

A selection is required for this control.

19.10.1.2 Stores Owned by the Corporate Parents List Box

This control allows the user to select all stores or a single store owned by the corporate parent selected in the Corporate Parent dropdown. This list box will be enabled when the Generate Corporate Store Listing dialog is active. It is filled with a list of stores owned by the corporate parent selected in the Corporate Parent dropdown, which are displayed in vendor ID order within the list. It will also contain the item {All} so that the user can select all stores owned by the selected corporate parent.

Selection of at least one item is required.

19.10.1.3 Include Redemption History Check Box

This control allows the user to indicate that Redemption History should be included in the report. The check box will be enabled when the Generate Corporate Store Listing dialog is active. The check box will initially be blank.

When the Include Redemption History check box is selected, the Fiscal Year entry field will be enabled. When the Include Redemption History check box is deselected, the Fiscal Year entry field will be cleared and disabled.

19.10.1.4 Fiscal Year Masked Edit Box and Spin Control

This control allows the user to specify the Fiscal Year for the redemption history. The masked edit box and spin control will be enabled when the Include Redemption History check box is selected. The masked edit box and spin control will be disabled when the Include Redemption History check box is deselected. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The value will default to the present system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). The maximum upper limit of the spin control is the current system year.

An entry is required for this control when the control is enabled. The year selected must be less than or equal to the current fiscal year.

19.10.1.5 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Corporate Store Listing dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.10.1.6 OK Button

The OK button will be enabled when the Generate Corporate Store Listing dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.10.1.7 Cancel Button

The Cancel button will be enabled when the Generate Corporate Store Listing dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.10.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Corporate Store Listing dialog.

19.10.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text, "An entry is required for the <control label>." If any required information has not been entered in a dropdown, the system will display a standard error message with the text, "A selection is required in the <control label>." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The fiscal year entered in the Fiscal Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text, "The Fiscal Year must be between 1900 and the current Fiscal Year."

Once the controls have been validated, the system will generate the Corporate Store Listing to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.10.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Corporate Store Listing dialog and return the user to the Generate Reports dialog.

19.11.1 Data Elements

This section describes the data elements that will print on the report.

19.11.1.1 Report Title

When redemption history is not included, the title will be the text of "Corporate Store Listing". When redemption history is included, the title will be the text of "Store Redemption" and a subtitle will indicate the fiscal year selected for the report.

19.11.1.1.1 Origin of Data Element

The fiscal year will be selected by the user on the Generate Corporate Store Listing dialog.

19.11.1.1.2 Format

The value will print in CCYY format.

19.11.1.2 Corporate Name

This value will be the name of the corporation who owns the Vendor.

19.11.1.2.1 Origin of Data Element

The value will be taken from the Name attribute of the CORPORATE PARENT entity.

19.11.1.2.2 Format

The value will print as its literal value.

19.11.1.3 Vendor ID

This value will be the ID of the Vendor.

19.11.1.3.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.11.1.3.2 Format

The value will print as its literal value.

19.11.1.4 Vendor Name

This value will be the name of the Vendor.

19.11.1.4.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.11.1.4.2 Format

The value will print as its literal value.

19.11.1.5 Vendor Address

This value will be the physical address of the Vendor.

19.11.1.5.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.11.1.5.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical- ZIP order. Each value will print on a separate line, with the exception of the Physical- ZIP, which will print on the same line as the Physical-City.

19.11.1.6 Month (Redemption History)

This value will be the calendar month and year within the selected fiscal year.

19.11.1.6.1 Origin of Data Element

The value will be taken from the Month-of-Redemption attribute of the REDEMPTION HISTORY entity.

19.11.1.6.2 Format

The values will print in MM/CCYY format.

19.11.1.7 #Chks (Redemption History)

This value will be the number of checks redeemed during the calendar month and year.

19.11.1.7.1 Origin of Data Element

The value will be the accumulated total of the Num-FI-Redeemed attribute of the REDEMPTION HISTORY entity.

19.11.1.7.2 Format

The value will print in ##### format.

19.11.1.8 Value (Redemption History)

This value will be the value of the checks redeemed during the calendar month and year.

19.11.1.8.1 Origin of Data Element

The value will be the accumulated total of the Amount-of-FI-Redeemed attribute of the REDEMPTION HISTORY entity.

19.11.1.8.2 Format

The value will print in \$###,###.## format.

19.11.2 Filter Criteria

19.11.2.1 Selected Corporations

Depending on the user selection, a single corporation or all corporations will be included in the report.

19.11.2.2 Selected Stores

Depending on the user selection, when a single corporation has been selected a single store or all stores owned by a corporation will be included in the report.

19.11.2.3 Redemption History

If redemption history is included in the report, the redemption history for the fiscal year selected by the user will be included in the report.

19.11.3 Sort Order

19.11.3.1 Corporate Name

The report will be sorted first by name of the corporation.

19.11.3.2 Vendor ID

The report will be sorted by Vendor ID within corporate name.

19.11.4 Control Breaks

19.11.4.1 Corporate Name

If all corporations are included in the report, a page break will occur at the change of Corporate Name.

19.11.5 Control Totals

19.11.5.1 Corporate Name

At a change in corporate name, a subtotal will print for the count of stores owned by the corporation.

19.11.5.2 Vendor ID

If redemption history is included in the report, at a change in Vendor ID a subtotal will print for:

- Total number of checks redeemed year to date for fiscal year
- Total dollar amount for all the checks redeemed year to date for fiscal year

19.11.6 Frequency and Distribution

Frequency - On-demand

Data current as of - If redemption history is included in the report, then data is current as of the date requested.

- If redemption history is not included in the report, then data is current as of the latest redemption history information available.

Output Type - Screen, Paper, or PDF

Report Level - State

19.12 Generate Vendor Training History Report Dialog

The Generate Vendor Training History dialog allows the user to generate a report that lists training sessions attended by a Vendor during the date range specified by the user. It is displayed when the user selects the Vendor Training History list item from the Reports list.

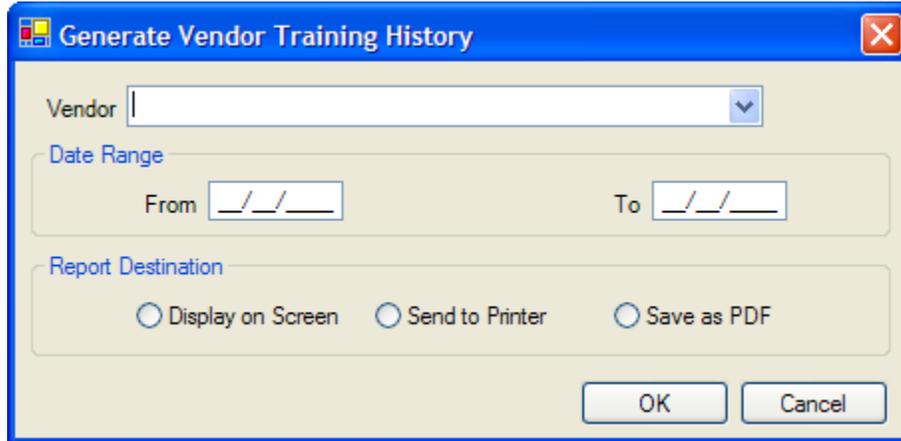


Figure 7 – Generate Vendor Training History Dialog

19.12.1 Controls

This section describes the behavior of the controls on the Generate Vendor Training History dialog.

19.12.1.1 Vendor Dropdown

This control allows the user to select the vendor to include in the report. The dropdown will be enabled when the Generate Vendor Training History dialog is active. This will be a read only drop down list. It is filled with a list of vendors from VENDOR entity, which are displayed in alphabetical order within the list. The list will include an entry for “All”.

A selection is required for this control.

19.12.1.2 Date Range From Masked Edit Box (From)

This control allows the user to enter the start date of the date range on which to filter the Vendor Training History report. The masked edit box will be enabled when the Generate Vendor Training History Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date.

An entry is required for this control.

19.12.1.3 Date Range To Masked Edit Box (To)

This control allows the user to specify the end date of the date range on which to filter the Vendor Training History report. The masked edit box will be enabled when the Generate Vendor Training History Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date.

An entry is required for this control.

19.12.1.4 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Training History Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.12.1.5 OK Button

The OK button will be enabled when the Generate Vendor Training History Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.12.1.6 Cancel Button

The Cancel button will be enabled when the Generate Vendor Training History Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.12.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Training History Report dialog.

19.12.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box or masked edit box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If an invalid date has been entered in a date field, the system will display a standard error message with the text “Invalid dated entered.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will display a standard error message with the text “Beginning of date range must be equal to or less than end of date range.”

Once the controls have been validated, the system will generate the Vendor Training History report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.12.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Training History Report dialog and return the user to the Generate Reports dialog.

19.13.1 Data Elements

This section describes the data elements that will print on the report.

19.13.1.1 Report Title

The title of the report will be the text of “Vendor Training History”. A subtitle will indicate the date range selected for the report.

19.13.1.1.1 Origin of Data Element

The report date range will be selected by the user on the Generate Training History dialog.

19.13.1.1.2 Format

The values will print in MM/DD/CCYY format.

19.13.1.2 Vendor ID

This value will be the ID of the Vendor.

19.13.1.2.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.13.1.2.2 Format

The value will print as its literal value.

19.13.1.3 Vendor Name

This value will be the name of the Vendor.

19.13.1.3.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.13.1.3.2 Format

The value will print as its literal value.

19.13.1.4 Vendor Address

This value will be the physical address of the Vendor.

19.13.1.4.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.13.1.4.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical-ZIP order. Each value will print on a separate line, with the exception of Physical-ZIP, which will print on the same line as the Physical-City.

19.13.1.5 *FFY*

This value will be the fiscal year the vendor attended training.

19.13.1.5.1 Origin of Data Element

The value will be the fiscal year that corresponds to the date when the training occurred.

19.13.1.5.2 Format

The value will print in CCYY format.

19.13.1.6 *Date*

This value will be the date on which the vendor attended training.

19.13.1.6.1 Origin of Data Element

When the training was recorded as an event on the Vendor Folder, the value will be taken from the Start-Date attribute of the EVENT entity. When the training was recorded as a follow-up activity on the Vendor Folder, the value will be taken from the Start-Date attribute of the FOLLOW UP ACTIVITY entity.

19.13.1.6.2 Format

The value will print in MM/DD/CCYY format.

19.13.1.7 *Reason*

This value will be the reason why the vendor attended training.

19.13.1.7.1 Origin of Data Element

When the training was recorded as an event on the Vendor Folder, the value will be taken from the Description attribute of the EVENT entity. When the training was recorded as a follow-up activity on the Vendor Folder, the value will be taken from the Description attribute of the EVENT entity associated with the Follow-Up-Activity-ID attribute of the FOLLOW UP ACTIVITY entity.

19.13.1.7.2 Format

The value will print as its literal value.

19.13.1.8 *Training Not Attended*

This column will indicate if the vendor has not received training.

19.13.1.8.1 Origin of Data Element

When no training attended has been recorded for the vendor during the date range specified for the report, a value of "X" will be printed on the report for the vendor. This value will be printed if the TrainingAttended.Attended value = 'N'

19.13.1.8.2 Format

The value will print as an 'X'

19.13.2 Filter Criteria

19.13.2.1 Selected Vendor

All vendors matching the user-specified Vendor or 'All' Vendors will be included in the report. Only those vendors who are applicants, enrolled or on probation (Vendor.CurrentStatus in '1', '3', '7') are included if no training attended is recorded for the vendor.

19.13.2.2 Training Attended within Specified Date Range

All training sessions attended by the Vendor between the user-specified begin and end date will be included in the report.

19.13.3 Sort Order

19.13.3.1 Vendor ID

The report will be sorted first by Vendor ID.

19.13.3.2 FFY

The report will be sorted by fiscal year within Vendor ID.

19.13.4 Control Breaks

19.13.4.1 Vendor ID

A page break will occur at the change of Vendor ID.

19.13.5 Control Totals

19.13.5.1 Total Training Sessions

At the end of the report, a subtotal will print for the number of training sessions the vendor attended.

19.13.6 Frequency and Distribution

Frequency	-	On-demand
Data current as of	-	Current date for the contract period
Output Type	-	Screen, Paper, or PDF

Report Level - State

19.14 Generate High Risk Report Dialog

The Generate High Risk Report dialog allows the user to generate a report of Vendors considered as high risk during the month and year specified by the user. This report is used to provide quarterly and annual data, to identify Vendors for compliance buys, and to provide information for hearings. It is displayed when the user selects the High Risk Report list item from the Reports display list.

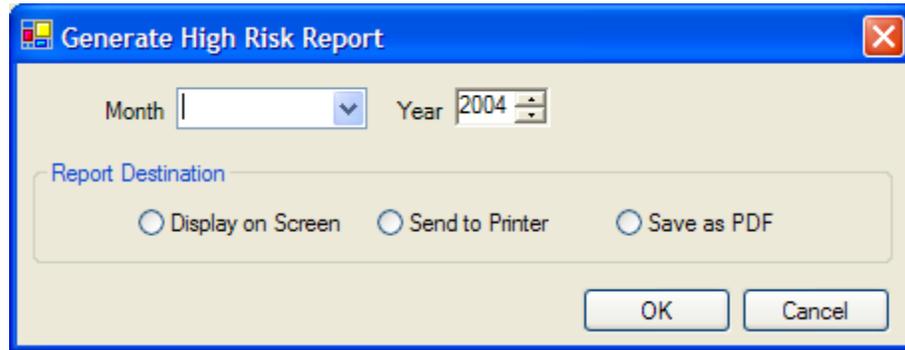


Figure 8 – Generate High Risk Report Dialog

19.14.1 Controls

This section describes the behavior of the controls on the Generate High Risk Report dialog.

19.14.1.1 Month Dropdown

This control allows the user to select the month to include in the report. The dropdown will be enabled when the Generate High Risk Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which are displayed in calendar month order within the list. The field will initially be blank.

A selection is required for this control. There must be high risk data available for the selected month and year combination.

19.14.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the Calendar Year to include in the report. The masked edit box and spin control will be enabled when the Generate High Risk Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for this control. The year selected must be less than or equal to the current system year. There must be high risk data available for the selected month and year combination.

19.14.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate High Risk Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.14.1.4 OK Button

The OK button will be enabled when the Generate High Risk Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.14.1.5 Cancel Button

The Cancel button will be enabled when the Generate High Risk Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.14.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate High Risk Report dialog.

19.14.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text "An entry is required for the <control label>." If any required information has not been entered in a dropdown, the system will display a standard error message with the text "A selection is required in the <control label>." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text "The Year must be between 1900 and the current system year."

If there is no high risk data imported for the month and year selected, the system will display a standard error message with the text, "There is no high risk data for the month and year selected."

Once the controls have been validated, the system will generate the High Risk report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.14.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate High Risk Report dialog and return the user to the Generate Reports dialog.

19.15 High Risk Report (Output) VND009

The High Risk report is a monthly list of Vendors considered a high risk during the month and year specified by the user. This report is used to provide quarterly and annual data, to identify Vendors for compliance buys, and to provide information for hearings.

Number of Complaints – VENDORHIGHRISK.NUMCOMPLAINTS - Count the number of complaints from the COMPLAINT and EVENT tables for the specified vendor and reporting month where the Event type = 3 (COMPLAINT) and the Complaint was recorded for the reporting Month

Total Vendor Redemption Amount for the reporting month – The amount of FI redeemed is summed into the REDEMPTIONHISTORY table by vendor and reporting month.

Vol Score - The Vol Score or Volume Score is user defined and maintained in the HIGHRISKVOLSCORE table. The Vol Score is set to provide a number that indicates a specific range of redemptions for vendors. For example, a score of 1 might be set for all vendors who redeem between \$1000.00 and \$3000.00 for the reported month. A vol score of 6 might be set for all vendors who redeem between \$50,000.00 and \$60,000.00 for the reported month. When the High Risk report is generated, the vendor redemption for the month is compared to the HIGHRISKVOLSCORE table values and assigns the Vol Score value retrieved for all vendors reported.

Risk Score Factor - The value will be calculated. Calculation is 1 point for each item in a flagged column excluding complaints from this sum. Take the sum of High Risk indicators then add the number complaints for the vendor for the reported month where the High Risk indicator is set to 'Y' (which adds a point for every complaint).

For example:

- If the HighAvg value is set to "Y", add 1 to the risk score factor.
- If the HighCost value is set to "Y", add 1 to the risk score factor.
- If the LoVar value is set to "Y", add 1 to the risk score factor.

Add the count of high risk complaints the vendor had in the month to the risk score factor. If the Vendor has 2 high risk complaints in this scenario, then the high risk score would be 5.

Risk Score – The Risk Score Factor is multiplied by the Vol Score to get the Risk Score Value.

Rank - The vendors are then listed in order from highest to lowest score.

VND009

< STATE NAME DEPARTMENT OF HEALTH >
 HIGH RISK REPORT
 MONTH XX/XXXX

RUN DATE XX/XX/XXXX
 RUN TIME XX:XX:XX
 PAGE: XXX

PEER GROUP: XXXXXXXXXXXXXXXXXXXXXXX

VENDOR			LOW	HIGH	HIGH					PCT.	VOL	RISK	
RANK	ID	VENDOR NAME	VAR	AVG	COST	FI	COMPLAINTS	>10%	\$5	85%	INCR	SCORE	SCORE
XXX	XXXXX	XX	X	X	X	X	XX	X	X	X	X	XX	XX
XXX	XXXXX	XX	X	X	X	X	XX	X	X	X	X	XX	XX

*** END OF LISTING ***

19.15.1 Data Elements

This section describes the data elements that will print on the report.

19.15.1.1 Report Title

The title of the report will be the text of “High Risk Report“. A subtitle will indicate the month and year selected for the report.

19.15.1.1.1 Origin of Data Element

The month and year will be selected by the user on the Generate High Risk Report dialog.

19.15.1.1.2 Format

The values will print in MM/CCYY format.

19.15.1.2 Peer Group

This value will be the description of the peer group of the Vendor.

19.15.1.2.1 Origin of Data Element

The value will be taken from the Description attribute of the PEER GROUP entity.

19.15.1.2.2 Format

The value will print as its literal value.

19.15.1.3 Rank

This value will be the numeric rank assigned to the Vendor.

19.15.1.3.1 Origin of Data Element

The value will be derived during the creation of the report. Each vendor will be assigned one risk point for each high risk indicator and one risk point for each high risk complaint. That sum is multiplied by the volume score (Vol Score) from the High Risk Vol Score entity and the result is assigned to the vendor. The vendor with the highest result within the peer group is assigned a rank of 1. The vendor with the second highest result within the peer group is assigned a rank of 2, etc. until all vendors have been ranked within the peer group.

19.15.1.3.2 Format

The value will print in ### format.

19.15.1.4 Vendor ID

This value will be the ID of the Vendor.

19.15.1.4.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.15.1.4.2 Format

The value will print as its literal value.

19.15.1.5 Vendor Name

This value will be the Trade Name of the Vendor.

19.15.1.5.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.15.1.5.2 Format

The value will print as its literal value.

19.15.1.6 Lo Var

19.15.1.6.1 Origin of Data Element

The value will be taken from the LoVar column out of the VendorHighRisk entity.

19.15.1.6.2 Format

The value will print in # format. The field will contain a “Y” if the vendor was identified as having low variance. Otherwise, the field will contain an “N”.

19.15.1.7 High Average

19.15.1.7.1 Origin of Data Element

The value will be taken from the HighAvg column out of the VendorHighRisk entity.

19.15.1.7.2 Format

The value will print in # format. The field will contain a “Y” if the vendor was identified as having high average cost. Otherwise, the field will contain an “N”.

19.15.1.8 High Cost FI

19.15.1.8.1 Origin of Data Element

The value will be taken from the HighCost column out of the VendorHighRisk entity.

19.15.1.8.2 Format

The value will print in # format. The field will contain a “Y” if the vendor was identified as having high cost food instruments. Otherwise, the field will contain an “N”.

19.15.1.9 Complaints

This value will be the number of complaints recorded against the Vendor during the user-specified month.

19.15.1.9.1 Origin of Data Element

The value will be the accumulated total number of Complaint events recorded against the Vendor where the Complaint-High-Risk flag of the COMPLAINT entity indicates a high-risk complaint and the value of the Received-Date attribute of the COMPLAINT entity falls within the user-specified month.

19.15.1.9.2 Format

The value will print in ## format.

19.15.1.10 >10%

This value will indicate that the Vendor is redeeming too many food instruments above 10% of the peer group average.

19.15.1.10.1 Origin of Data Element

The value will be taken from the 10Percent column out of the VendorHighRisk entity.

19.15.1.10.2 Format

The value will print in # format. The value will be “Y” when the Vendor is considered above the 10 percent of the peer group average. The value will be “N” when the Vendor is not considered above the 10 percent of the peer group average.

19.15.1.11 \$5

This value will indicate that the Vendor is redeeming too many food instruments within five dollars of the peer group average.

19.15.1.11.1 Origin of Data Element

The value will be taken from the Five_Dollar column out of the VendorHighRisk entity.

19.15.1.11.2 Format

The value will print in # format. The value will be “Y” when the Vendor is considered within five dollars of the peer group average. The value will be “N” when the Vendor is not within five dollars of the peer group average.

19.15.1.12 85%

This value will indicate that the Vendor is redeeming too many food instruments at 85% of the peer group average.

19.15.1.12.1 Origin of Data Element

The value will be taken from the 85_Percent column out of the VendorHighRisk entity.

19.15.1.12.2 Format

The value will print in # format. The value will be “Y” when the Vendor is considered at the 85 percent of the peer group average. The value will be “N” when the Vendor is not considered above the 85 percent of the peer group average.

19.15.1.13 Pct. Incr.

This value will indicate that the Vendor had an increase in a percent of the value of the food instruments redeemed.

19.15.1.13.1 Origin of Data Element

The value will be taken from the PCT_Increase column out of the VendorHighRisk entity.

19.15.1.13.2 Format

The value will print in # format. The value will be “Y” when the Vendor is considered to have an increase in the value of food instruments redeemed. The value will be “N” when the Vendor does not increase in the value of food instruments redeemed.

19.15.1.14 Vol Score

19.15.1.14.1 Origin of Data Element

The value will be calculated during the generation of the report. The Vol Score is user defined and maintained in the HIGHRISKVOLSCORE table. For High Risk, a Vol Score value is retrieved from the table where the vendor's redemption history amount for the specified month is equal to or greater than the low amount for high risk and less than or equal to the high amount for high risk.

19.15.1.14.2 Format

The value will print in ## format.

19.15.1.15 Risk Score

19.15.1.15.1 Origin of Data Element

The value will be calculated during the generation of the report. Calculation is 1 point for each item in the column except for complaints, which is a point for every complaint. The sum of this is multiplied by the Vol Scale to get the Risk Score Value. The risk score is used to list vendors in order from highest risk to lowest risk.

19.15.1.15.2 Format

The value will print in ## format.

19.15.2 Filter Criteria

19.15.2.1 Selected Month

All Vendors who were considered high risk during the month and year selected by the user will be included in the report.

19.15.3 Sort Order

19.15.3.1 Peer Group

The report will be sorted first by peer group.

19.15.3.2 Rank

The report will be sorted by rank within peer group.

19.15.4 Control Breaks

19.15.4.1 Peer Group

A page break will occur at the change of peer group.

19.15.5 Control Totals

No control totals are defined for this report.

19.15.6 Frequency and Distribution

Frequency	-	On demand
Data current as of	-	End of Month
Output Type	-	Screen, Paper, or PDF
Report Level	-	State

19.16 Generate Ranking of Vendors by Number of Checks Redeemed Report Dialog

The Generate Ranking of Vendors by Number of Checks Redeemed Report dialog allows the user to generate a report that lists Vendors ranked from high to low by the number of checks redeemed by the Vendor within the user-specified month and year. The Vendors are ranked within their peer group. It is displayed when the user selects the Ranking of Vendors by Number of Checks Redeemed list item from the Reports display list.

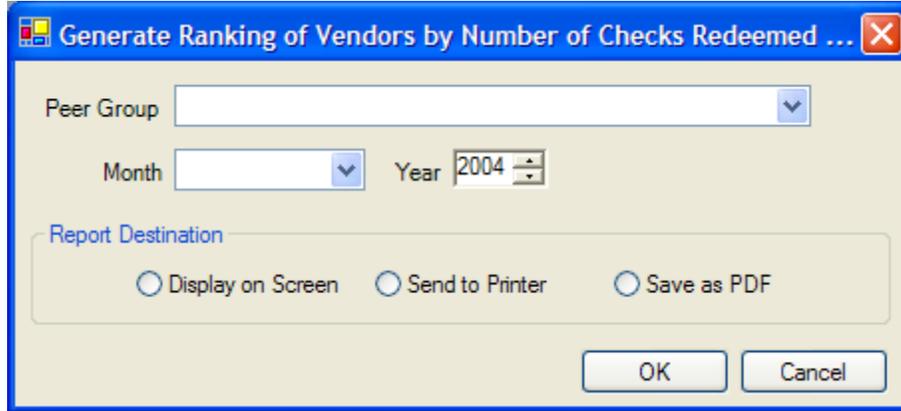


Figure 9 – Generate Ranking of Vendors by Number of Checks Redeemed Dialog

19.16.1 Controls

This section describes the behavior of the controls on the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog.

19.16.1.1 Peer Group Dropdown

This control allows the user to select a peer group to include in the report. The dropdown will be enabled when the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog is active. This will be a read only drop down list. It is filled with a list of peer groups from the Reference Dictionary Table. It will also contain the item {All} so that the user can select all peer groups. The field will initially be blank.

A selection is required for this control.

19.16.1.2 Month Dropdown

This control allows the user to select the month to include in the report. The dropdown will be enabled when the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which are displayed in calendar month order within the list. The field will initially be blank.

A selection is required for this control.

19.16.1.3 Year Masked Edit Box and Spin Control

This control allows the user to specify the Calendar Year to include in the report. The masked edit box and spin control will be enabled when the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for this control. The year selected must be less than or equal to the current system year.

19.16.1.4 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.16.1.5 OK Button

The OK button will be enabled when the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.16.1.6 Cancel Button

The Cancel button will be enabled when the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.16.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog.

19.16.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year”

Once the controls have been validated, the system will generate the Ranking of Vendors by Number of Checks Redeemed report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.16.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog and return the user to the Generate Reports dialog.

19.17.1 Data Elements

This section describes the data elements that will print on the report.

19.17.1.1 Report Title

The title of the report will be the text of “Ranking of Vendors by Number of Checks Redeemed”. A subtitle will indicate the fiscal month and year selected for the report.

19.17.1.1.1 Origin of Data Element

The fiscal month and year will be selected by the user on the Generate Ranking of Vendors by Number of Checks Redeemed Report dialog.

19.17.1.1.2 Format

The fiscal month will print as the name of the month. The fiscal year will print in CCYY format.

19.17.1.2 Peer Group

This value will be the description of the peer group of the Vendor.

19.17.1.2.1 Origin of Data Element

The value will be taken from the Description attribute of the PEER GROUP entity.

19.17.1.2.2 Format

The value will print as its literal value.

19.17.1.3 Vendor ID

This value will be the ID of the Vendor.

19.17.1.3.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.17.1.3.2 Format

The value will print as its literal value.

19.17.1.4 Vendor Name

This value will be the name of the Vendor.

19.17.1.4.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.17.1.4.2 Format

The value will print as its literal value.

19.17.1.5 Vendor Address

This value will be the physical address of the Vendor.

19.17.1.5.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.17.1.5.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, and Physical-ZIP order. Each value will print on a separate line, with the exception of the Physical-ZIP, which will print on the same line as the Physical-City.

19.17.1.6 Agency Code

This value will be the Agency associated with the Vendor.

19.17.1.6.1 Origin of Data Element

The value will be taken from the AgencyID attribute of the VENDORLAASSOCIATION entity.

19.17.1.6.2 Format

The value will print as its literal value.

19.17.1.7 Number of Checks

This value will be the number of checks redeemed by the Vendor during the user-selected month and year.

19.17.1.7.1 Origin of Data Element

The value will be the count of FoodInstrument.SerialNumber where the FoodInstrument.VendorID = the selected VendorID and the FoodInstrument.PaidDate is within the selected month and year..

19.17.1.7.2 Format

The value will print in ###,### format.

19.17.1.8 Value

This value will be the value of the checks redeemed by the Vendor during the user-selected month and year.

19.17.1.8.1 Origin of Data Element

The value will be the sum of FoodInstrument.PaidAmt where the FoodInstrument.VendorID = the selected VendorID and the FoodInstrument.PaidDate is within the selected month and year..

19.17.1.8.2 Format

The value will print in \$###,###.## format.

19.17.2 Filter Criteria

19.17.2.1 Selected Month and Year

All Vendors with redemption history during the month and year selected by the user will be included in the report.

19.17.2.2 Selected Peer Group

All Vendors within the peer group selected by the user will be included in the report. The user can also select all peer groups.

19.17.3 Sort Order

19.17.3.1 Peer Group

The report will be sorted first by peer group.

19.17.3.2 Number of Checks

The report will be sorted by rank of number of checks redeemed by the Vendor within peer group.

19.17.4 Control Breaks

19.17.4.1 Peer Group

A page break will occur at the change of peer group.

19.17.5 Control Totals

19.17.5.1 Peer Group

At a change in peer group, a subtotal will print for:

- number of checks redeemed
- value of the checks redeemed

19.17.5.2 Grand Total

At the end of the report, a grand total will print for the number of checks and the value of the checks redeemed by all Vendors within the user-selected month and year.

19.17.6 Frequency and Distribution

- Frequency - Monthly
- Data current as of - End of Month
- Output Type - Screen, Paper, or PDF
- Report Level - State

19.18 Generate Ranking of Vendors by Value of Checks Redeemed Dialog

The Generate Ranking of Vendors by Value of Checks Redeemed Report dialog allows the user to generate a report that lists Vendors ranked from high to low by the value of the checks redeemed by the Vendor within the user-specified month and year. The Vendors are ranked within their peer group. It is displayed when the user selects the Ranking of Vendors by Value of Checks Redeemed list item from the Reports display list.

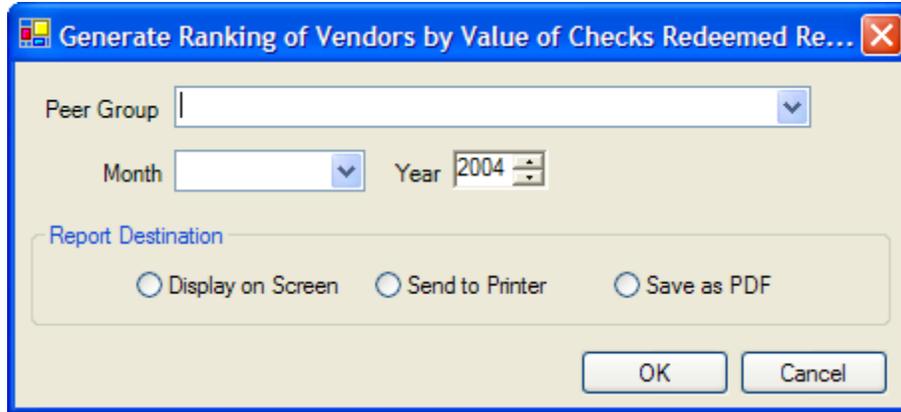


Figure 10 – Generate Ranking of Vendors by Value of Checks Redeemed Dialog

19.18.1 Controls

This section describes the behavior of the controls on the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog.

19.18.1.1 Peer Group Dropdown

This control allows the user to select a peer group to include in the report. The dropdown will be enabled when the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog is active. This will be a read only drop down list. It is filled with a list of peer groups from the Reference Dictionary Table. It will also contain the item {All} so that the user can select all peer groups. The field will initially be blank.

A selection is required for this control.

19.18.1.2 Month Dropdown

This control allows the user to select the month to include in the report. The dropdown will be enabled when the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which are displayed in calendar month order within the list. The field will initially be blank.

A selection is required for this control.

19.18.1.3 Year Masked Edit Box and Spin Control

This control allows the user to specify the Year to include in the report. The masked edit box and spin control will be enabled when the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for this control. The year selected must be less than or equal to the current system year.

19.18.1.4 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.18.1.5 OK Button

The OK button will be enabled when the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.18.1.6 Cancel Button

The Cancel button will be enabled when the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.18.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog.

19.18.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year”

Once the controls have been validated, the system will generate the Ranking of Vendors by Value of Checks Redeemed report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.18.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog and return the user to the Generate Reports dialog.

19.19.1 Data Elements

This section describes the data elements that will print on the report.

19.19.1.1 Report Title

The title of the report will be the text of “Ranking of Vendors by Value of Checks Redeemed“. A subtitle will indicate the fiscal month and year selected for the report.

19.19.1.1.1 Origin of Data Element

The fiscal month and year will be selected by the user on the Generate Ranking of Vendors by Value of Checks Redeemed Report dialog.

19.19.1.1.2 Format

The fiscal month will print as the name of the month. The fiscal year will print in CCYY format.

19.19.1.2 Peer Group

This value will be the description of the peer group of the Vendor.

19.19.1.2.1 Origin of Data Element

The value will be taken from the Description attribute of the PEER GROUP entity.

19.19.1.2.2 Format

The value will print as its literal value.

19.19.1.3 Vendor ID

This value will be the ID of the Vendor.

19.19.1.3.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.19.1.3.2 Format

The value will print as its literal value.

19.19.1.4 Vendor Name

This value will be the name of the Vendor.

19.19.1.4.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.19.1.4.2 Format

The value will print as its literal value.

19.19.1.5 Vendor Address

This value will be the physical address of the Vendor.

19.19.1.5.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.19.1.5.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, and Physical- ZIP order. Each value will print on a separate line, with the exception of the Physical- ZIP, which will print on the same line as the Physical-City.

19.19.1.6 Agency Code

This value will be the primary or secondary Agency associated with the Vendor.

19.19.1.6.1 Origin of Data Element

The value will be taken from the AgencyID attribute of the VENDORLAASSOCIATION entity.

19.19.1.6.2 Format

The value will print as its literal value.

19.19.1.7 Number of Checks

This value will be the number of checks redeemed by the Vendor during the user-selected month and year.

19.19.1.7.1 Origin of Data Element

The value will be the count of FoodInstrument.SerialNumber where the FoodInstrument.VendorID = the selected VendorID and the FoodInstrument.PaidDate is within the selected month and year.

19.19.1.7.2 Format

The value will print in ###,### format.

19.19.1.8 Value

This value will be the value of the checks redeemed by the Vendor during the user-selected month and year.

19.19.1.8.1 Origin of Data Element

The value will be the sum of FoodInstrument.PaidAmt where the FoodInstrument.VendorID = the selected VendorID and the FoodInstrument.PaidDate is within the selected month and year.

19.19.1.8.2 Format

The value will print in \$###,###.## format.

19.19.2 Filter Criteria

19.19.2.1 Selected Month and Year

All Vendors with redemption history during the month and year selected by the user will be included in the report.

19.19.2.2 Selected Peer Group

Depending on the user selection, a single peer group or all peer groups will be included in the report.

19.19.3 Sort Order

19.19.3.1 Peer Group

The report will be sorted first by peer group.

19.19.3.2 Value

The report will be sorted by rank within peer group.

19.19.4 Control Breaks

19.19.4.1 Peer Group

A page break will occur at the change of peer group.

19.19.5 Control Totals

19.19.5.1 Peer Group

At a change in peer group, a subtotal will print for:

- number of checks redeemed
- value of the checks redeemed

19.19.5.2 Grand Total

At the end of the report, a grand total will print for the number of checks and the value of the checks redeemed by all Vendors within the user-selected month and year.

19.19.6 Frequency and Distribution

- Frequency - Monthly
- Data current as of - End of Month
- Output Type - Screen, Paper, or PDF
- Report Level - State

19.20 Generate Monthly State Registration Listing Dialog

The Generate Monthly State Registration Listing dialog allows the user to print a list of all vendors enrolled, terminated or disqualified during the month and year specified by the user. It is displayed when the user selects the Generate Monthly State Registration Listing list item from the Reports display list.

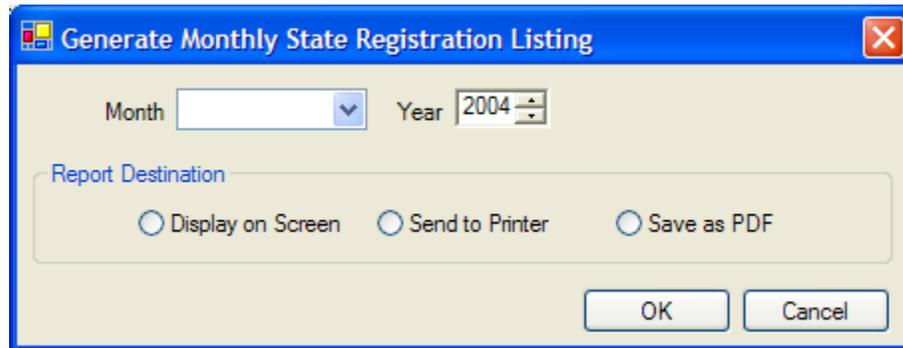


Figure 11 – Generate Monthly State Registration Listing Dialog

19.20.1 Controls

This section describes the behavior of the controls on the Generate Monthly State Registration Listing dialog.

19.20.1.1 Month Dropdown

This control allows the user to select the month to include in the report. The dropdown will be enabled when the Generate Monthly State Registration Listing dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which are displayed in calendar month order within the list. The field will initially be blank.

A selection is required for this control.

19.20.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the Calendar Year to include in the report. The masked edit box and spin control will be enabled when the Generate Monthly State Registration Listing dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for this control. The year selected must be less than or equal to the current system year.

19.20.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Monthly State Registration Listing dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.20.1.4 OK Button

The OK button will be enabled when the Generate Monthly State Registration Listing dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.20.1.5 Cancel Button

The Cancel button will be enabled when the Generate Monthly State Registration Listing dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.20.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Monthly State Registration Listing dialog.

19.20.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”

Once the controls have been validated, the system will generate the Monthly State Registration listing to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.20.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Monthly State Registration Listing dialog and return the user to the Generate Reports dialog.

<XXXX> STATE DEPARTMENT OF HEALTH MONTHLY STATE REGISTRATION SUMMARY MONTH XX/XXXX					RUN DATE XX/XX/XXXX RUN TIME XX:XX:XX PAGE: XXX
STATE TOTALS					
	ACTIVE	TERMINATED	DISQUALIFIED	TOTAL	
PEER GROUPS					
XXXXXXXXXXXXXXXXXXXXXX	XXX	XXX	XXX	XXXX	
XXXXXXXXXXXXXXXXXXXXXX	XXX	XXX	XXX	XXXX	
GRAND TOTAL	XXX	XXX	XXX	XXXX	
TERMINATIONS THIS MONTH					
TERMINATION REASON	NUMBER VENDORS THIS MONTH				
XXXXXXXXXXXXXXXXXXXXXX	XXX				
XXXXXXXXXXXXXXXXXXXXXX	XXX				
TOTAL	XXXX				
DISQUALIFICATIONS THIS MONTH					
DISQUALIFICATION REASON	NUMBER VENDORS THIS MONTH				
XXXXXXXXXXXXXXXXXXXXXX	XXX				
XXXXXXXXXXXXXXXXXXXXXX	XXX				
TOTAL	XXXX				
*** END OF LISTING ***					

19.21.1 Data Elements - Detail Page

This section describes the data elements that will print on the detail page of the report.

19.21.1.1 Report Title

The title of the detail page will be the text of “Monthly State Registration Listing“. A subtitle will indicate the month and year selected for the report.

19.21.1.1.1 Origin of Data Element

The month and year will be selected by the user on the Generate Monthly State Registration Listing dialog.

19.21.1.1.2 Format

The values will print in MM/CCYY format.

19.21.1.2 Agency

This value will be the Agency associated with the Vendor.

19.21.1.2.1 Origin of Data Element

The value will be taken from the AgencyID attribute of the VENDORLAASSOCIATION entity.

19.21.1.2.2 Format

The value will print as its literal value.

19.21.1.3 Status

This value will be the status of the Vendor during the user-specified month.

19.21.1.3.1 Origin of Data Element

The value will be taken from the appropriate value in the Reference Dictionary Table.

19.21.1.3.2 Format

The value will print as its literal value.

19.21.1.4 Peer Group

This value will be the description of the Vendor peer group.

19.21.1.4.1 Origin of Data Element

The value will be taken from the Description attribute of the PEER GROUP entity.

19.21.1.4.2 Format

The value will print as its literal value.

19.21.1.5 Vendor ID

This value will be the ID of the Vendor.

19.21.1.5.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.21.1.5.2 Format

The value will print as its literal value.

19.21.1.6 Vendor Name

This value will be the name of the Vendor.

19.21.1.6.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.21.1.6.2 Format

The value will print as its literal value.

19.21.1.7 Vendor Address

This value will be the physical address of the Vendor.

19.21.1.7.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.21.1.7.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical- ZIP order. Each value will print on a separate line, with the exception of the Physical- ZIP, which will print on the same line as the Physical-City.

19.21.1.8 Enrollment Date

This value will be the date the Vendor was enrolled in the WIC program.

19.21.1.8.1 Origin of Data Element

The value will be taken from the ContractStartDate attribute of the VENDOR entity.

19.21.1.8.2 Format

The value will print in MM/DD/CCYY format.

19.21.1.9 Termination/Disqualification Date

This value will be the date the Vendor was terminated or disqualified from the WIC program.

19.21.1.9.1 Origin of Data Element

The value will be taken from the Termination-Date attribute of the TERM DISQUALIFICATION entity.

19.21.1.9.2 Format

The value will print in MM/DD/CCYY format.

19.21.1.10 Termination/Disqualification Reason

This value will be the reason the Vendor was terminated or disqualified from the WIC program.

19.21.1.10.1 Origin of Data Element

The value will be taken from the appropriate value in the Reference Dictionary Table.

19.21.1.10.2 Format

The value will print as its literal value.

19.21.2 Data Elements - Summary Page

This section describes the data elements that will print on the summary page of the report.

19.21.2.1 Report Title

The title of the summary page will be the text of “Monthly State Registration Summary“. A subtitle will indicate the month and year selected for the report.

19.21.2.1.1 Origin of Data Element

The month and year will be selected by the user on the Generate Monthly State Registration Listing dialog.

19.21.2.1.2 Format

The values will print in MM/CCYY format.

19.21.2.2 Peer Group

This value will be the description of the Vendor peer group.

19.21.2.2.1 Origin of Data Element

The value will be taken from the Description attribute of the PEER GROUP entity.

19.21.2.2.2 Format

The value will print as its literal value.

19.21.2.3 Active

This value will be the number of Vendors that were active in the peer group during the user-specified month.

19.21.2.3.1 Origin of Data Element

The value will be the accumulated total number of Vendors in this peer group that were active during the user-specified month. When a Vendor is included in the report under multiple Agencies, the vendor is counted only once in this total for the Primary Agency for the vendor.

19.21.2.3.2 Format

The value will print in ### format.

19.21.2.4 Terminated

This value will be the number of Vendors that were terminated in the peer group during the user-specified month.

19.21.2.4.1 Origin of Data Element

The value will be the accumulated total number of Vendors in this peer group that were terminated during the user-specified month. When a Vendor is included in the report under multiple Agencies, the vendor is counted only once in this total for the Primary Agency for the vendor.

19.21.2.4.2 Format

The value will print in ### format.

19.21.2.5 Disqualified

This value will be the number of Vendors that were disqualified in the peer group during the user-specified month.

19.21.2.5.1 Origin of Data Element

The value will be the accumulated total number of Vendors in this peer group that were disqualified during the user-specified month. When a Vendor is included in the report under multiple Agencies, the vendor is counted only once in this total for the Primary Agency for the vendor.

19.21.2.5.2 Format

The value will print in ### format.

19.21.2.6 Total

This value will be the total number of Vendors in this peer group during the user-specified month.

19.21.2.6.1 Origin of Data Element

The value will be the accumulated total number of Vendors in this peer group during the user-specified month. When a Vendor is included in the report under multiple Agencies, the vendor is counted only once in this total for the Primary Agency for the vendor.

19.21.2.6.2 Format

The value will print in ##### format.

19.21.2.7 Termination Reason

This value will be the reason a Vendor was terminated from the WIC program.

19.21.2.7.1 Origin of Data Element

The value will be taken from the appropriate value in Reference Dictionary Table.

19.21.2.7.2 Format

The value will print as its literal value.

19.21.2.8 Number Vendors This Month

This value will be the number of Vendors terminated from the WIC program for the termination reason.

19.21.2.8.1 Origin of Data Element

The value will be the accumulated total number of Vendors terminated from the WIC program for this termination reason during the user-specified month. When a Vendor is included in the report under multiple Agencies, the vendor is counted only once in this total. A total number of Vendors terminated during the user-specified month will appear at the bottom of this column.

19.21.2.8.2 Format

The value will print in ### format.

19.21.2.9 Disqualification Reason

This value will be the reason a Vendor was disqualified from the WIC program.

19.21.2.9.1 Origin of Data Element

The value will be taken from the appropriate value in the Reference Dictionary Table.

19.21.2.9.2 Format

The value will print as its literal value.

19.21.2.10 Number Vendors This Month

This value will be the number of Vendors disqualified from the WIC program for the disqualification reason.

19.21.2.10.1 Origin of Data Element

The value will be the accumulated total number of Vendors disqualified from the WIC program for this disqualification reason during the user-specified month. When a Vendor is included in the report under multiple Agencies, the vendor is counted only once in this total. A total number of Vendors disqualified during the user-specified month will appear at the bottom of this column.

19.21.2.10.2 Format

The value will print in ### format.

19.21.3 Filter Criteria

19.21.3.1 Vendors Enrolled before Specified Month

All Vendors who were enrolled in the WIC Program prior to the user-specified month will be included in the report.

19.21.4 Sort Order - Detail Page

19.21.4.1 Status

The detail page information will be sorted first by Vendor status.

19.21.4.2 Agency

The detail page information will be sorted by agency within Vendor status.

19.21.4.3 Peer Group

The detail page information will be sorted by peer group within agency.

19.21.4.4 Vendor ID

The detail page information will be sorted by Vendor ID within peer group.

19.21.5 Sort Order - Summary Page

19.21.5.1 Peer Group

The summary page information will be sorted by peer group for the peer group totals.

19.21.5.2 Termination Reason

The summary page information will be sorted by termination reason for the termination reason totals.

19.21.5.3 Disqualification Reason

The summary page information will be sorted by disqualification reason for the disqualification reason totals.

19.21.6 Control Breaks - Detail Page

19.21.6.1 Peer Group

A page break will occur at the change of peer group.

19.21.6.2 Agency

A page break will occur at the change of agency.

19.21.6.3 Status

A page break will occur at the change of status.

19.21.7 Control Totals - Detail Page

19.21.7.1 Peer Group

At a change in peer group, a subtotal will print for the number of Vendors with the reported status.

19.21.7.2 Agency

At a change in agency, a subtotal will print for the number of Vendors in all peer groups with the reported status.

19.21.8 Control Totals - Summary Page

19.21.8.1 Peer Groups

The grand total will print for the number of active, terminated, disqualified and total number of vendors for all peer groups.

19.21.8.2 Terminations

The grand total will print for the number of vendors terminated.

19.21.8.3 Disqualifications

The grand total will print for the number of vendors disqualified.

19.21.9 Frequency and Distribution

- Frequency - On demand
- Data current as of - Current Date
- Output Type - Screen, Paper, or PDF
- Report Level - State

19.22 Generate Authorized Vendors Report Dialog

The Generate Authorized Vendors Report dialog allows the user to generate a list of all active Vendors in each Agency. Additionally, this report is automatically generated by the system when a vendor stamp has been issued to a vendor and will include only that single vendor. It is displayed when the user selects the Authorized Vendors list item from the Generate Reports display list.

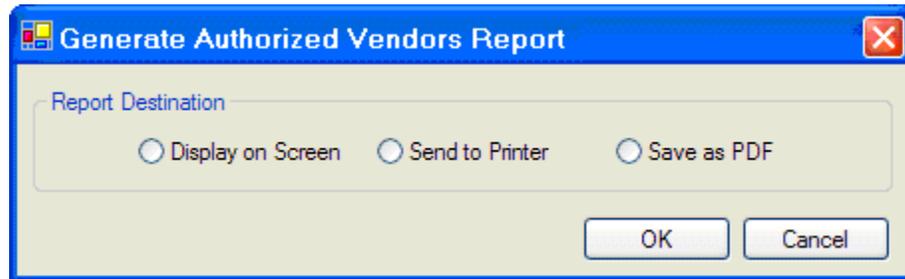


Figure 12 – Generate Authorized Vendors Dialog

19.22.1 Controls

This section describes the behavior of the controls on the Generate Authorized Vendors Report dialog.

19.22.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Authorized Vendors Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.22.1.2 OK Button

The OK button will be enabled when the Generate Authorized Vendors Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.22.1.3 Cancel Button

The Cancel button will be enabled when the Generate Authorized Vendors Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.22.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Authorized Vendors Report dialog.

19.22.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text "An entry is required for the <control label>." If any required information has not been entered in a dropdown, the system will display a standard error message with the text "A selection is required in the <control label>." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

Once the controls have been validated, the system will generate the Authorized Vendors report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.22.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Authorized Vendors Report dialog and return the user to the Generate Reports dialog.

19.23.1 Data Elements

This section describes the data elements that will print on the report.

19.23.1.1 Report Title

The title of the report will be the text of “Authorized Vendors”. There is no sub-title

19.23.1.1.1 Origin of Data Element

The value is a literal value.

19.23.1.1.2 Format

The value will print as its literal value.

19.23.1.2 Agency

This value will be the Agency associated with the Vendor.

19.23.1.2.1 Origin of Data Element

The value will be taken from the AgencyID attribute of the VENDORLAASSOCIATION entity.

19.23.1.2.2 Format

The value will print as its literal value.

19.23.1.3 Vendor Name

This value will be the name of the Vendor.

19.23.1.3.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.23.1.3.2 Format

The value will print as its literal value.

19.23.1.4 Vendor Address

This value will be the physical address of the Vendor.

19.23.1.4.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.23.1.4.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical- ZIP order. Each value will print on a separate line, with the exception of the Physical- ZIP, which will print on the same line as the Physical-City.

19.23.1.5 *Contact Name*

This value will be the salutation, title and name of the WIC contact person for the Vendor.

19.23.1.5.1 Origin of Data Element

The value will be taken from the WIC-Contact-Title, WIC-Contact-Salutation, WIC-Contact-First-Name, and WIC-Contact-Last-Name attributes of the VENDOR entity.

19.23.1.5.2 Format

The value will print in salutation title first name last name order.

19.23.1.6 *Telephone Number*

This value will be the telephone number of the Vendor.

19.23.1.6.1 Origin of Data Element

The value will be taken from the Telephone attribute of the VENDOR entity.

19.23.1.6.2 Format

The value will print in *###-###-####* format.

19.23.1.7 *Enrolled Date*

This value will be the date the Vendor was enrolled in the WIC program.

19.23.1.7.1 Origin of Data Element

The value will be taken from the Contract-Start-Date attribute of the VENDOR entity.

19.23.1.7.2 Format

The value will print in MM/DD/CCYY format.

19.23.2 Filter Criteria

19.23.2.1 *New Vendor*

When a Vendor is issued a Vendor stamp, this report will be generated automatically by Agency and will include all active Vendors.

19.23.2.2 All Active Vendors within Selected Agency

When generated on demand, all active Vendors will be included in the report.

19.23.3 Sort Order

19.23.3.1 Agency

The report will be sorted first by Agency.

19.23.3.2 Vendor Name

The report will be sorted by Vendor name within Agency.

19.23.4 Control Breaks

19.23.4.1 Agency

If applicable, a page break will occur at the change of Agency.

19.23.5 Control Totals

No control totals are defined for this report.

19.23.6 Frequency and Distribution

Frequency	- On demand
Data current as of	- Current Date
Output Type	- Screen, Paper, or PDF
Report Level	- State

19.24 Generate Vendor Registration Terminated Vendors Report Dialog

The Generate Vendor Registration Terminated Vendors Report dialog allows users to generate a list of all terminated vendors in each Agency. Additionally, this report is automatically generated by the system when a vendor is terminated and will include only that single vendor. It is displayed when the user selects the Vendor Registration Terminated Vendors list item from the Reports display list.

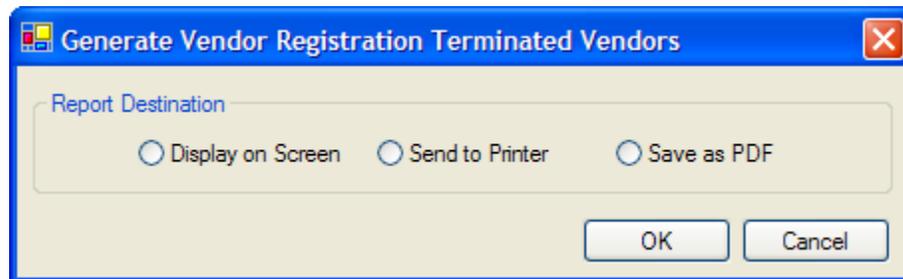


Figure 13 – Generate Vendor Registration Terminated Vendors Dialog

19.24.1 Controls

This section describes the behavior of the controls on the Generate Vendor Registration Terminated Vendors Report dialog.

19.24.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Registration Terminated Vendors Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.24.1.2 OK Button

The OK button will be enabled when the Generate Vendor Registration Terminated Vendors Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.24.1.3 Cancel Button

The Cancel button will be enabled when the Generate Vendor Registration Terminated Vendors Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.24.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Registration Terminated Vendors Report dialog.

19.24.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text "An entry is required for the <control label>." If any required information has not been entered in a dropdown, the system will display a standard error message with the text "A selection is required in the <control label>." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

Once the controls have been validated, the system will generate the Vendor Registration Terminated Vendors report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.24.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Registration Terminated Vendors Report dialog and return the user to the Generate Reports dialog.

19.25 Vendor Registration Terminated Vendors (Output) VND014

The Vendor Registration Terminated Vendors report lists all terminated vendors in each Agency or lists a single newly terminated vendor. This report is generated on demand from the Generate Vendor Registration Terminated Vendors Report dialog.

```
VND014
                                <XXXXX> STATE DEPARTMENT OF HEALTH
                                VENDOR REGISTRATION TERMINATED VENDORS
                                RUN DATE XX/XX/XXXX
                                RUN TIME XX:XX:XX
                                PAGE:      XXX

AGENCY: XXXXXXXXXXXX

VENDOR NAME, ADDRESS          TERMINATED
                                DATE
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XXXXX-XXXX

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XXXXX-XXXX

*** END OF LISTING ***
```

19.25.1 Data Elements

This section describes the data elements that will print on the report.

19.25.1.1 Report Title

The title of the report will be the text “Vendor Registration Terminated Vendors”. There is no sub-title.

19.25.1.1.1 Origin of Data Element

The value is a literal value.

19.25.1.1.2 Format

The value will print as its literal value.

19.25.1.2 Agency

This value will be the primary or secondary Agency associated with the Vendor.

19.25.1.2.1 Origin of Data Element

The value will be taken from the AgencyID attribute of the VENDORLAASSOCIATION entity.

19.25.1.2.2 Format

The value will print as its literal value.

19.25.1.3 Vendor Name

This value will be the name of the Vendor.

19.25.1.3.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.25.1.3.2 Format

The value will print as its literal value.

19.25.1.4 Vendor Address

This value will be the physical address of the Vendor.

19.25.1.4.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.25.1.4.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical- ZIP order. Each value will print on a separate line, with the exception of the Physical- ZIP, which will print on the same line as the Physical-City.

19.25.1.5 *Terminated Date*

This value will be the date the Vendor was terminated from the WIC program.

19.25.1.5.1 Origin of Data Element

The value will be taken from the Termination-Date attribute of the TERM DISQUALIFICATION entity.

19.25.1.5.2 Format

The value will print in MM/DD/CCYY format.

19.25.2 Filter Criteria

19.25.2.1 *All Terminated Vendors*

All Terminated Vendors will be included in the report.

19.25.3 Sort Order

19.25.3.1 *Agency*

The report will be sorted first by agency.

19.25.3.2 *Vendor Name*

The report will be sorted by Vendor name within agency.

19.25.4 Control Breaks

19.25.4.1 *Agency*

If applicable, a page break will occur at the change of agency.

19.25.5 Control Totals

No control totals are defined for this report.

19.25.6 Frequency and Distribution

Frequency	- On demand
Data current as of	- Current Date
Output Type	- Screen, Paper, or PDF
Report Level	- State

19.26 Generate Violation Report Summary Dialog

The Generate Violation Report Summary dialog allows the user to generate a report of all vendors that received sanction points from violations during the selected date range. It is displayed when the user selects the Violation Report Summary list item from the Reports display list.

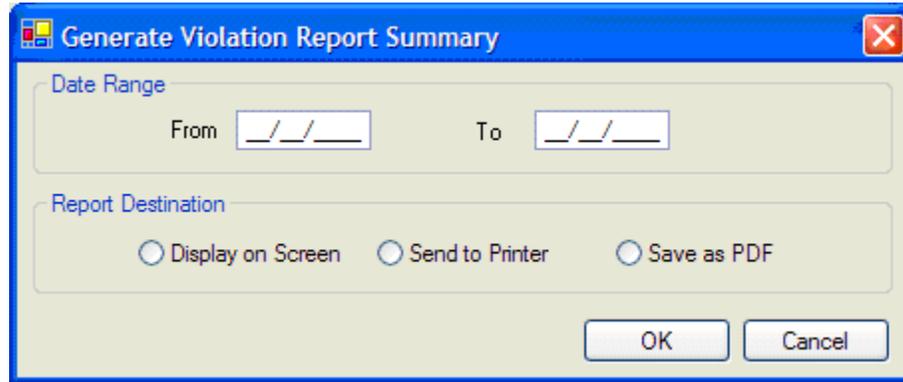


Figure 14 – Generate Violation Report Summary Dialog

19.26.1 Controls

This section describes the behavior of the controls on the Generate Violation Report Summary dialog.

19.26.1.1 Date Range From Masked Edit Box (From)

This control allows the user to enter the start date of the date range on which to filter the Violation Report Summary. The masked edit box will be enabled when the Generate Violation Report Summary dialog is active. It will only accept entry of numeric digits. The mask on the box will be “####/####/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date must be less than or equal to the current date.

An entry is required in this control.

19.26.1.2 Date Range To Masked Edit Box (To)

This control allows the user to specify the end date of the date range on which to filter the Violation Report Summary. The masked edit box will be enabled when the Generate Violation Report Summary dialog is active. It will only accept entry of numeric digits. The mask on the box will be “####/####/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date must be less than or equal to the system date and the Date Range “from” date.

An entry is required in this control.

19.26.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Violation Report Summary dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.26.1.4 OK Button

The OK button will be enabled when the Generate Violation Report Summary dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.26.1.5 Cancel Button

The Cancel button will be enabled when the Generate Violation Report Summary dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.26.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Violation Report Summary dialog.

19.26.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered, the system will display a standard error message with the text “An entry is required for the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If an invalid date has been entered in a date field, the system will display a standard error message with the text “Invalid dated entered.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will display a standard error message with the text “Beginning of date range must be equal to or less than end of date range.”

Once the controls have been validated, the system will generate the Violation Report Summary to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.26.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Violation Report Summary dialog and return the user to the Generate Reports dialog.

19.27.1 Data Elements

This section describes the data elements that will print on the report.

19.27.1.1 Report Title

The title of the report will be the text of “Violation Report Summary“. A subtitle will indicate the date range selected for the report.

19.27.1.1.1 Origin of Data Element

The report date range will be selected by the user on the Generate Violation Report Summary dialog.

19.27.1.1.2 Format

The values will print in MM/DD/CCYY format.

19.27.1.2 Agency

This value will be the Agency associated with the Vendor.

19.27.1.2.1 Origin of Data Element

The value will be taken from the AgencyID attribute of the VENDORLAASSOCIATION entity.

19.27.1.2.2 Format

The value will print as its literal value.

19.27.1.3 Vendor Name

This value will be the name of the Vendor.

19.27.1.3.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.27.1.3.2 Format

The value will print as its literal value.

19.27.1.4 Number of Points

This value will be the number of sanction points that were assessed against the Vendor as the result of a violation.

19.27.1.4.1 Origin of Data Element

The value will be taken from the Sanction-Points attribute of the VIOLATION entity.

19.27.1.4.2 Format

The value will print in ### format.

19.27.1.5 Violation

This value will be the violation that was assessed against the Vendor as a result of the monitoring visit.

19.27.1.5.1 Origin of Data Element

The value will be taken from the Description attribute of the VIOLATION entity.

19.27.1.5.2 Format

The value will print as its literal value.

19.27.1.6 Date Points Assigned (Date Assigned)

This value will be the date that the sanction points were assessed against the Vendor as the result of a violation.

19.27.1.6.1 Origin of Data Element

The value will be taken from the OccurredDate attribute of the VIOLATION entity.

19.27.1.6.2 Format

The value will print in MM/DD/CCYY format.

19.27.1.7 Date Points Expire (Date Expire)

This value will be the date that the sanction points will expire and no longer count against the Vendor.

19.27.1.7.1 Origin of Data Element

The value will be taken from the ApplyUpTo attribute of the VIOLATION entity.

19.27.1.7.2 Format

The value will print in MM/DD/CCYY format.

19.27.2 Filter Criteria

19.27.2.1 Violations Assessed within Specified Date Range

All Vendors with violations assessed between the user-specified begin and end date will be included in the report.

19.27.3 Sort Order

19.27.3.1 Agency

The report will be sorted first by agency.

19.27.3.2 Vendor Name

The report will be sorted by Vendor name within agency.

19.27.3.3 Violation

The report will be sorted by violation within Vendor name.

19.27.4 Control Breaks

19.27.4.1 Vendor Name

A page break will occur at the change of Vendor name.

19.27.4.2 Agency

A page break will occur at the change of agency.

19.27.5 Control Totals

19.27.5.1 Agency

At a change in agency, a subtotal will print for the number of Vendors with penalty points assessed within the user-specified date range.

19.27.5.2 Grand Total

At the end of the report, a grand total will print for the number of Vendors with penalty points assessed within the user-specified date range.

19.27.6 Frequency and Distribution

Frequency	- On demand
Data current as of	- Current Date
Output Type	- Screen, Paper, or PDF
Report Level	- State

19.28 Generate Selected Vendors by County Report Dialog

The Generate Selected Vendors by County Report dialog allows the user to generate a report that lists the selected vendors by County with redemption history for the selected fiscal year. It is displayed when the user selects the Selected Vendors by County list item from the Reports display list. Note: The applicable label will be displayed according to your state requirements

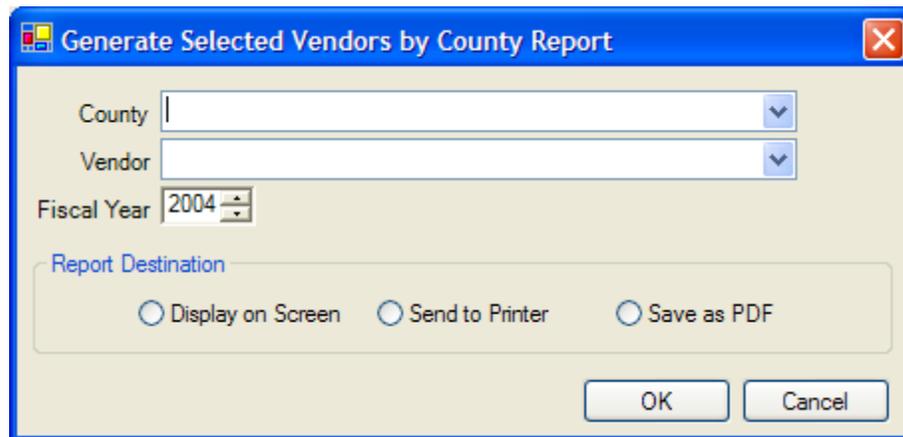


Figure 15 – Generate Selected Vendors by County Dialog

19.28.1 Controls

This section describes the behavior of the controls on the Generate Selected Vendors by County Report dialog.

19.28.1.1 County Dropdown

This control allows the user to select all or a single County to include in the report. The dropdown will be enabled when the Generate Selected Vendors by County Report dialog is active. This will be a read only drop down list. It is filled with a list of counties in the Reference Dictionary Table, which are displayed in alphabetical order within the list. It will also contain the item {All} so that the user can select all counties. The field will initially be blank.

A selection is required in this control.

19.28.1.2 Vendor Dropdown

This control allows the user to select all or a single vendor to include in the report. The dropdown will be enabled when the Generate Selected Vendors by County Report dialog is active. This will be a read only drop down list. It is filled with a list of vendors from the VENDOR entity appropriate to the selection made in the County dropdown, which are displayed in vendor ID order within the list. It will also contain the item {All} so that the user can select all vendors. The field will initially be blank.

A selection is required in this control.

19.28.1.3 Fiscal Year Masked Edit Box and Spin Control

This control allows the user to specify the Fiscal Year to be included in the report. The masked edit box and spin control will be enabled when the Generate Selected Vendors by County Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The value will default to the present system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for the control. The year selected must be less than or equal to the current fiscal year.

19.28.1.4 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Selected Vendors by County Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.28.1.5 OK Button

The OK button will be enabled when the Generate Selected Vendors by County Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.28.1.6 Cancel Button

The Cancel button will be enabled when the Generate Selected Vendors by County Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.28.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Selected Vendors by County Report dialog.

19.28.2.1 OK

Upon selection of the OK button, the system will initiate a check for required information.

If any required information has not been entered in a text box, the system will display a standard error message with the text, "An entry is required for the <control label>." If any required information has not been entered in a dropdown, the system will display a standard error message with the text, "A selection is required in the <control label>."

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Values considered legitimate are as follows:

- The fiscal year entered in the Fiscal Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Fiscal Year must be between 1900 and the current Fiscal Year.”

Once the controls have been validated, the system will generate the Selected Vendors by County report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.28.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Selected Vendors by County Report dialog and return the user to the Generate Reports dialog.

19.29 Selected Vendors by County (Output) VND016

The report will list the selected vendors by County with redemption history for the selected fiscal year.

```
VND016
```

<XXXXX> STATE DEPARTMENT OF HEALTH SELECTED VENDORS BY COUNTY FISCAL YEAR XXXX		RUN DATE XX/XX/XXXX RUN TIME XX:XX:XX PAGE: XXX
MUNICIPALITY:	XX	
COUNTY:	XX	
PEER GROUP:	XXXXXXXXXXXXXXXXXXXX	
VENDOR ID	VENDOR NAME, ADDRESS	YEAR TO DATE AMOUNT REDEEMED
XXXXX	XX XX XX XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XXXXX-XXXX	\$XXX,XXX,XXX.XX
XXXXX	XX XX XX XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XXXXX-XXXX	\$XXX,XXX,XXX.XX
		TOTAL: \$XX,XXX,XXX,XXX.XX
*** END OF LISTING ***		

19.29.1 Data Elements

This section describes the data elements that will print on the report.

19.29.1.1 Report Title

The title of the report will be the text of “Selected Vendors by County”. A subtitle will indicate the fiscal year selected for the report.

19.29.1.1.1 Origin of Data Element

The value is a literal value. The fiscal year will be selected by the user on the Generate Selected Vendors by County dialog.

19.29.1.1.2 Format

The value prints as its literal value.

The fiscal year in the sub-title is in the format CCYY.

19.29.1.2 Municipality

This value will be the name of the Vendor municipality.

19.29.1.2.1 Origin of Data Element

The value will be taken from the Name attribute of the LEGAL MUNICIPALITY entity.

19.29.1.2.2 Format

The value will print as its literal value

19.29.1.3 County

This value will be the name of the Vendor County.

19.29.1.3.1 Origin of Data Element

The value will be taken from the NAME attribute of the County entity.

19.29.1.3.2 Format

The value will print as its literal value.

19.29.1.4 Peer Group

This value will be the description of the peer group of the Vendor.

19.29.1.4.1 Origin of Data Element

The value will be taken from the Description attribute of the PEER GROUP entity.

19.29.1.4.2 Format

The value will print as its literal value.

19.29.1.5 Vendor ID

This value will be the ID of the Vendor.

19.29.1.5.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.29.1.5.2 Format

The value will print as its literal value.

19.29.1.6 Vendor Name

This value will be the name of the Vendor.

19.29.1.6.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.29.1.6.2 Format

The value will print as its literal value.

19.29.1.7 Vendor Address

This value will be the physical address of the Vendor.

19.29.1.7.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.29.1.7.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical- ZIP order. Each value will print on a separate line, with the exception of the Physical- ZIP, which will print on the same line as the Physical-City.

19.29.1.8 Year to Date Amount Redeemed

This value will be the value of the checks redeemed during the selected fiscal year.

19.29.1.8.1 Origin of Data Element

The value will be the accumulated total of the Amount-of-FI-Redeemed attribute of the REDEMPTION HISTORY entity.

19.29.1.8.2 Format

The value will print in \$###,###,###.## format.

19.29.2 Filter Criteria

19.29.2.1 Selected Municipalities

Depending on the user selection, all Vendors located in a single municipality or all municipalities will be included in the report.

19.29.2.2 Selected Vendors

Depending on the user selection, a single Vendor or all Vendors will be included in the report.

19.29.3 Sort Order

19.29.3.1 County

The report will be sorted first by county.

19.29.3.2 Municipality

The report will be sorted by municipality within county.

19.29.3.3 Peer Group

The report will be sorted by peer group within municipality.

19.29.4 Control Breaks

19.29.4.1 County

A page break will occur at the change of county.

19.29.4.2 Municipality

A page break will occur at the change of municipality.

19.29.4.3 Peer Group

A page break will occur at the change of peer group.

19.29.5 Control Totals

19.29.5.1 County

At a change in County, a subtotal will print for the value of checks redeemed during the selected fiscal year.

19.29.6 Frequency and Distribution

Frequency - On demand

Data current as of - End of Month

Output Type - Screen, Paper, or PDF
Report Level - State

19.30 Generate Annual Training Roster

The Generate Annual Training Roster dialog allows the user to generate a list of vendors scheduled for Annual Training. It is displayed when the user selects the Annual Training Roster list item from the Reports display list.

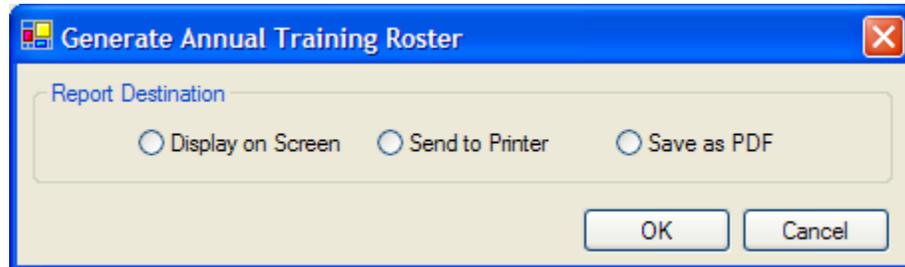


Figure 16 –Generate Annual Training Roster Dialog

19.30.1 Controls

This section describes the behavior of the controls on the Generate Annual Training Roster dialog.

19.30.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Annual Training Roster dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.30.1.2 OK Button

The OK button will be enabled when the Generate Annual Training Roster dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.30.1.3 Cancel Button

The Cancel button will be enabled when the Generate Annual Training Roster dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.30.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Annual Training Roster dialog.

19.30.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

Once the controls have been validated, the system will generate the Annual Training Roster to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.30.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Annual Training Roster dialog and return the user to the Generate Reports dialog.

19.31.1 Data Elements

This section describes the data elements that will print on the report.

19.31.1.1 Report Title

This value will be the text “Annual Training Roster”. There is no sub-heading for this report.

19.31.1.1.1 Origin of Data Element

The value is a literal value.

19.31.1.1.2 Format

The value will print as its literal value.

19.31.1.2 Agency

This value will be the primary or secondary Agency associated with the Vendor.

19.31.1.2.1 Origin of Data Element

The value will be taken from the AgencyID attribute of the VENDORLAASSOCIATION entity.

19.31.1.2.2 Format

The value will print as its literal value.

19.31.1.3 Vendor ID

This value will be the ID of the Vendor.

19.31.1.3.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.31.1.3.2 Format

The value will print as its literal value.

19.31.1.4 Vendor Name

This value will be the name of the Vendor.

19.31.1.4.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.31.1.4.2 Format

The value will print as its literal value.

19.31.1.5 Vendor Address

This value will be the physical address of the Vendor.

19.31.1.5.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.31.1.5.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical- ZIP order. Each value will print on a separate line, with the exception of the Physical- ZIP, which will print on the same line as the Physical-City.

19.31.2 Filter Criteria

19.31.2.1 Vendors Due to Attend Annual Training

All active Vendors who are due to attend annual training and no follow-up activity has taken place will be included in the report.

19.31.3 Sort Order

19.31.3.1 Agency

The report will be sorted first by agency.

19.31.3.2 Municipality

The report will be sorted by municipality within agency.

19.31.3.3 Vendor Name

The report will be sorted by Vendor name within municipality.

19.31.4 Control Breaks

No control breaks are defined for this report.

19.31.5 Control Totals

No control totals are defined for this report.

19.31.6 Frequency and Distribution

Frequency	- On demand
Data current as of	- Current Date
Output Type	- Screen, Paper, or PDF
Report Level	- State

19.32 Generate The Integrity Profile (TIP)

The Generate The Integrity Profile dialog allows the user to generate a TIP file and save it to either the hard drive or to floppy. It is invoked when the user selects The Integrity Profile (TIP) list item from the Reports display list.

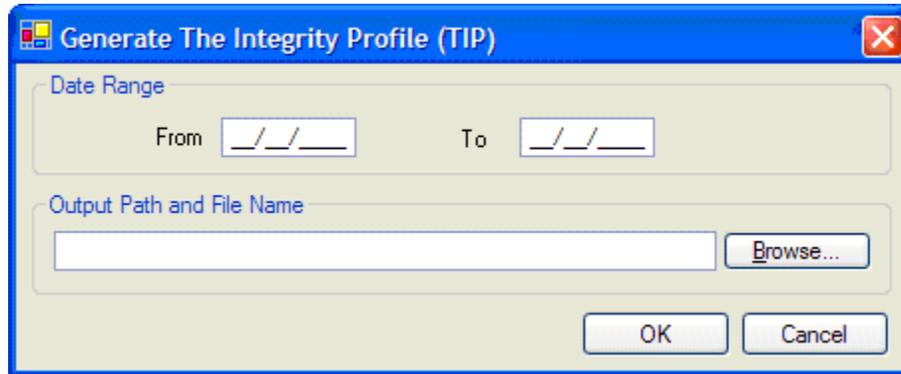


Figure 17 – Generate The Integrity Profile (TIP) Dialog

19.32.1 Controls

This section describes the behavior of the controls on the Generate The Integrity Profile (TIP) dialog.

19.32.1.1 Date Range From Masked Edit Box (From)

This control allows the user to enter the start date of the date range on which to filter the TIP Report. The masked edit box will be enabled when the Generate The Integrity Profile (TIP) dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank.

An entry is required in this control. The string entered must represent a valid date in the format of MM/DD/CCYY. If an invalid date is entered, the system will invoke a standard error message with the text “Invalid date entered.”

19.32.1.2 Date Range To Masked Edit Box (To)

This control allows the user to specify the end date of the date range on which to filter the TIP report. The masked edit box will be enabled when the Generate The Integrity Profile (TIP) dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank.

An entry is required in this control. The string entered must represent a valid date in the format of MM/DD/CCYY. If an invalid date is entered, the system will invoke a standard error message with the text “Invalid date entered.”

19.32.1.3 Output Path and File Name Text Box

This control allows the user to select a drive to which the TIP file will be saved. The text box will be enabled when the Generate The Integrity Profile (TIP) dialog is active. It will accept entry of alphanumeric digits. The text box will initially be blank.

An entry is required in this control.

19.32.1.4 Browse Button

This control allows the user to select the path and file name to which the TIP file will be saved. The Browse button will be enabled when the Generate The Integrity Profile (TIP) dialog is active. It has a mnemonic of 'B'.

19.32.1.5 OK Button

The OK button will be enabled when the Generate The Integrity Profile (TIP) dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.32.1.6 Cancel Button

The Cancel button will be enabled when the Generate The Integrity Profile (TIP) dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.32.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate The Integrity Profile (TIP) dialog.

19.32.2.1 OK

Upon selection of the OK button, the system initiates a check for required information.

If any required information has not been entered in a text box, the system will invoke a standard error message with the text, "An entry is required for the <control label>." If any required information has not been entered in a dropdown, the system will invoke a standard error message with the text, "A selection is required in the <control label>."

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will invoke a standard error message with the text, "Date entered must be less than or equal to today's date."

- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will invoke a standard error message with the text, “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will invoke a standard error message with the text, “Beginning of date range must be equal to or less than end of date range.”

Once the controls have been validated, the system will generate the TIP file and save it to the destination indicated.

19.32.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate The Integrity Profile (TIP) dialog and return the user to the Generate Reports dialog.

19.32.2.3 Browse

Upon selection of the Browse button, the Windows System Save As dialog will be displayed for the user to select a path and file name to which the report will be saved.

19.33 The Integrity Profile (TIP) File

19.33.1 Data Elements

This section describes the data elements that will be stored in the TIP file.

19.33.1.1 Vendor ID

This value will be the ID of the Vendor.

19.33.1.1.1 Origin of Data Element

The value will be taken from the Vendor-Identifier attribute of the VENDOR DEMOGRAPHIC entity.

19.33.1.1.2 Format

The Vendor ID will be stored in the TIP file as a fixed length string of 12 characters. The first 5 characters will be the digits of the Vendor ID, and the remaining 7 characters will be spaces.

The only exception to this rule is the special case that the Vendor has not been awarded a contract but the Vendor has already accepted compliance buy checks. In this special case the letter "U" (representing the word Unauthorized) followed by 11 spaces will be stored in the TIP file instead of the actual Vendor ID.

19.33.1.2 New Vendor

This value will indicate that the Vendor was given their initial contract during the defined period.

19.33.1.2.1 Origin of Data Element

The value of the Vendor-Date-Initial-Contract attribute of the VENDOR entity will be compared to the Date Range From value entered on the Generate The Integrity Profile (TIP) dialog.

19.33.1.2.2 Format

The New Vendor indicator will be stored in the TIP file as a single character. If the value of the Vendor-Date-Initial-Contract attribute is greater than or equal to the Date Range From value, then the letter 'X' will be stored in the TIP file for the New Vendor indicator. If the value of the Vendor-Date-Initial-Contract attribute is less than the Date Range From value, then a single space will be stored in the TIP file for the New Vendor indicator.

19.33.1.3 Training Performed

This value will indicate that the Vendor attended a training session during the defined period.

19.33.1.3.1 Origin of Data Element

The value will be determined using the Event-Start-Date and Event-Type attributes of the EVENT entity and the Follow-Up-Activity-Start-Date and Follow-Up-Activity-Type-Code attributes of the FOLLOW UP ACTIVITY entity.

19.33.1.3.2 Format

The Training Performed indicator will be stored in the TIP file as a single character. If the Start-Date of the event or the follow-up activity falls within the defined period and the Type of the event or the follow-up activity is a training session, then the letter 'X' will be stored in the TIP file for the Training Performed indicator. If no training sessions are found to fit the criteria, then a single space will be stored in the TIP file for the Training Performed indicator.

19.33.1.4 Vendor Store Type

This value will indicate the Vendor store type.

19.33.1.4.1 Origin of Data Element

The value will be determined using the VendorType attribute in the StoreType entity via the VENDOR entity StoreTypeID attribute.

19.33.1.4.2 Format

The Vendor Type will be stored in the TIP file as a single character. Use the Vendor Type value from the StoreType table associated with the Vendor's StoreTypeID.

Example StoreType Table:

Store Type ID	Vendor Type
Chain with Pharmacy	R
Chain without Pharmacy	R
Commissary	C
Cooperative	R
Franchise	R
Independent	R

Independent Pharmacy	P
Pharmacy Chain	P
WIC Only	W

19.33.1.5 Food Stamp Authorization Number

This value will be the Food Stamp Authorization number of the Vendor.

19.33.1.5.1 Origin of Data Element

The value will be taken from the Vendor-Food-Stamp-Authorization-Number attribute of the VENDOR DEMOGRAPHIC entity.

19.33.1.5.2 Format

The Food Stamp Authorization Number will be stored in the TIP file as a fixed length string of 7 characters.

There are two exceptions to this rule:

- If Vendor does not have an authorization date, the digits “8888888” will be stored in the TIP file instead of the actual Food Stamp Authorization Number.
- If Vendor has an authorization date but does not have a food stamp authorization number, the digits “9999999” will be stored in the TIP file instead of the actual Food Stamp Authorization Number.

19.33.1.6 Vendor Name

This value will be the name of the Vendor.

19.33.1.6.1 Origin of Data Element

The value will be taken from the Vendor-Trade-Name attribute of the VENDOR DEMOGRAPHIC entity.

19.33.1.6.2 Format

The Vendor Name will be stored in the TIP file as a fixed length string of 33 characters. If the Vendor Name does not contain 33 characters, spaces will be added to the end of the Vendor Name until it contains contain 33 characters.

19.33.1.7 Vendor Address

This value will be the physical address of the Vendor.

19.33.1.7.1 Origin of Data Element

The values will be taken from the Vendor-Physical-Address-1 and Vendor-Physical-Address-2 attributes of the VENDOR DEMOGRAPHIC entity.

19.33.1.7.2 Format

The Vendor Address will be stored in the TIP file as a fixed length string of 33 characters. If the Vendor Address does not contain 33 characters, spaces will be added to the end of the Vendor Address until it contains contain 33 characters.

19.33.1.8 Vendor City

This value will be the city where the Vendor resides.

19.33.1.8.1 Origin of Data Element

The value will be taken from the Vendor-Physical-City attribute of the VENDOR DEMOGRAPHIC entity.

19.33.1.8.2 Format

The Vendor City will be stored in the TIP file as a fixed length string of 15 characters. If the Vendor City does not contain 15 characters, spaces will be added to the end of the Vendor City until it contains contain 15 characters.

19.33.1.9 Vendor State

This value will be the state where the Vendor resides.

19.33.1.9.1 Origin of Data Element

The value will be the two-character abbreviation for the state where the vendor resides.

19.33.1.9.2 Format

The Vendor State will be stored in the TIP file with the two-character state code abbreviation for the vendor.

19.33.1.10 Vendor ZIP

This value will be the ZIP code in which the Vendor resides.

19.33.1.10.1 Origin of Data Element

The value will be taken from the Vendor-Physical-Zip-Code attribute of the VENDOR DEMOGRAPHIC entity.

19.33.1.10.2 Format

The Vendor ZIP will be stored in the TIP file as a fixed length string of 9 characters. If the Vendor ZIP does not contain 9 characters, spaces will be added to the end of the Vendor ZIP until it contains contain 9 characters.

19.33.1.11 *Average Monthly WIC Redemption*

This value will be the average monthly WIC redemption for the Vendor, for the six-month time period ending on the date of the Date Range From value entered on the Generate The Integrity Profile (TIP) dialog.

19.33.1.11.1 Origin of Data Element

The value will be the calculated monthly average of the Redemption-History-Amount-Of-Food-Instrument-Redeemed attribute of the REDEMPTION HISTORY entity.

19.33.1.11.2 Format

The Average Monthly WIC Redemption will be stored in the TIP file as a fixed length string of 12 characters. If the Average Monthly WIC Redemption does not contain 12 characters, spaces will be added to the end of the Average Monthly WIC Redemption until it contains contain 12 characters. If the Vendor does not have any redemption history, the digits “9999999” followed by 5 spaces will be stored in the TIP file instead of the actual Average Monthly WIC Redemption.

19.33.1.12 *Compliance Buy Performed*

This value will indicate that a compliance buy event or follow-up activity is recorded on the Vendor Folder during the defined period.

19.33.1.12.1 Origin of Data Element

The value will be determined using the Event-Start-Date and Event-Type attributes of the EVENT entity and the Follow-Up-Activity-Start-Date and Follow-Up-Activity-Type-Code attributes of the FOLLOW UP ACTIVITY entity.

19.33.1.12.2 Format

The Compliance Buy Performed indicator will be stored in the TIP file as a single character. If the Start-Date of the event or the follow-up activity falls within the defined period and the Type of the event or the follow-up activity is a compliance buy, then the letter ‘X’ will be stored in the TIP file for the Compliance Buy Performed indicator. If no compliance buys are found to fit the criteria, then a single space will be stored in the TIP file for the Compliance Buy Performed indicator.

19.33.1.13 Audit Performed

This value will indicate that a vendor audit event or follow-up activity is recorded on the Vendor Folder during the defined period.

19.33.1.13.1 Origin of Data Element

The value will be determined using the Monitoring-Visit-Reason-Code of the MONITORING VISIT REASON entity, along with the Event-Start-Date and Event-Type attributes of the EVENT entity and the Follow-Up-Activity-Start-Date and Follow-Up-Activity-Type-Code attributes of the FOLLOW UP ACTIVITY entity.

19.33.1.13.2 Format

The Audit Performed indicator will be stored in the TIP file as a single character. If the Start-Date of the event or the follow-up activity falls within the defined period, the Type of the event or the follow-up activity is a monitoring visit, and the Monitoring-Visit-Reason-Code is a vendor audit, then the letter 'X' will be stored in the TIP file for the Audit Performed indicator. If no vendor audits are found to fit the criteria, then a single space will be stored in the TIP file for the Audit Performed indicator.

19.33.1.14 Monitoring Visit Performed

This value will indicate that a monitoring visit event or follow-up activity is recorded on the Vendor Folder during the defined period.

19.33.1.14.1 Origin of Data Element

The value will be determined using the Event-Start-Date and Event-Type attributes of the EVENT entity and the Follow-Up-Activity-Start-Date and Follow-Up-Activity-Type-Code attributes of the FOLLOW UP ACTIVITY entity.

19.33.1.14.2 Format

The Monitoring Visit Performed indicator will be stored in the TIP file as a single character. If the Start-Date of the event or the follow-up activity falls within the defined period and the Type of the event or the follow-up activity is a monitoring visit, then the letter 'X' will be stored in the TIP file for the Monitoring Visit Performed indicator. If no monitoring visits are found to fit the criteria, then a single space will be stored in the TIP file for the Monitoring Visit Performed indicator.

19.33.1.15 High Risk

This value will indicate that the Vendor was determined to be a high risk during the defined period.

19.33.1.15.1 Origin of Data Element

The value will be determined using the High-Risk-Month attribute of the VENDOR HIGH RISK entity.

19.33.1.15.2 Format

The High Risk indicator will be stored in the TIP file as a single character. If the High-Risk-Month falls within the defined period, then the letter 'X' will be stored in the TIP file for the High Risk indicator. If no VENDOR HIGH RISK entries are found to fit the criteria, then a single space will be stored in the TIP file for the High Risk indicator.

19.33.1.16 Overcharged

This value will indicate that a violation was recorded for the Vendor during the defined period, where the Vendor either overcharged for an item on a compliance buy check or the Vendor charged for an item on a compliance buy check and the participant did not receive the item.

19.33.1.16.1 Origin of Data Element

The value will be determined using the Violation-Identified-Date and Violation-Type-Code attributes of the VIOLATION entity.

19.33.1.16.2 Format

The Overcharged indicator will be stored in the TIP file as a single character. If the Violation-Identified-Date falls within the defined period and the Violation-Type-Code indicates an overcharge or a charge for an item not received, then the letter 'X' will be stored in the TIP file for the Overcharged indicator. If no violations are found to fit the criteria, then a single space will be stored in the TIP file for the Overcharged indicator.

19.33.1.17 Trafficked

This value will indicate that the Vendor was found to be trafficking food instruments.

19.33.1.17.1 Origin of Data Element

The value will be determined using the Violation-Identified-Date and Violation-Type-Code attributes of the VIOLATION entity.

19.33.1.17.2 Format

The Trafficked indicator will be stored in the TIP file as a single character. If the Violation-Identified-Date falls within the defined period and the Violation-Type-Code indicates that the Vendor received money or other items in exchange for a food instrument, then the letter 'X' will be stored in the TIP file for the Trafficked indicator. If no violations are found to fit the criteria, then a single space will be stored in the TIP file for the Trafficked indicator.

19.33.1.18 Substituted Foods

This value will indicate that the Vendor was found to be substituting other food items for those specified on the food instruments.

19.33.1.18.1 Origin of Data Element

The value will be determined using the Violation-Identified-Date and Violation-Type-Code attributes of the VIOLATION entity.

19.33.1.18.2 Format

The Substituted Foods indicator will be stored in the TIP file as a single character. If the Violation-Identified-Date falls within the defined period and the Violation-Type-Code indicates that the Vendor substituted unauthorized or non-WIC food items for those specified on the food instruments, then the letter 'X' will be stored in the TIP file for the Substituted Foods indicator. If no violations are found to fit the criteria, then a single space will be stored in the TIP file for the Substituted Foods indicator.

19.33.1.19 Substituted Non-Food Item

This value indicates that Vendor was found to be substituting other non-food items for those specified on the food instruments.

19.33.1.19.1 Origin of Data Element

The value will be determined using the Violation-Identified-Date and Violation-Type-Code attributes of the VIOLATION entity.

19.33.1.19.2 Format

The Substituted Non-Foods indicator will be stored in the TIP file as a single character. If the Violation-Identified-Date falls within the defined period and the Violation-Type-Code indicates that the Vendor received money or other items in exchange for a food instrument, then the letter 'X' will be stored in the TIP file for the Substituted Non-Foods indicator. If no violations are found to fit the criteria, then a single space will be stored in the TIP file for the Substituted Non-Foods indicator.

19.33.1.20 Other Violations

This value will indicate that the vendor committed a program violation that is not recognized in TIP during the defined reporting period.

19.33.1.20.1 Origin of Data Element

The value will be determined using the Violation-Identified-Date and Violation-Type-Code attributes of the VIOLATION entity.

19.33.1.20.2 Format

The Other Violations indicator will be stored in the TIP file as a single character. If the Violation-Identified-Date falls within the defined period and the Violation-Type-Code does not indicate a program violation that is recognized in TIP, then the letter 'X' will be stored in the TIP file for the Other Violations indicator. If no violations are found to fit the criteria, then a single space will be stored in the TIP file for the Other Violations indicator.

19.33.1.21 No Violations

This value will indicate that there were no violations accessed against the Vendor during the defined period.

19.33.1.21.1 Origin of Data Element

The value will be determined using the Violation-Identified-Date attribute of the VIOLATION entity.

19.33.1.21.2 Format

The No Violations indicator will be stored in the TIP file as a single character. If the Violation-Identified-Date falls within the defined period, then a single space will be stored in the TIP file for the No Violations indicator. If no violations are found within the defined period, then the letter 'X' will be stored in the TIP file for the No Violations indicator.

19.33.1.22 Disqualification Reason

This value will indicate the reason that the Vendor was disqualified from the WIC program during the defined period.

19.33.1.22.1 Origin of Data Element

The value will be determined using the Termination-Disqualification-Termination-Date and Termination-Disqualification-Reason-Code attributes of the TERMINATION DISQUALIFICATION entity.

19.33.1.22.2 Format

The Disqualification Reason will be stored in the TIP file as a single character. If the Termination-Disqualification-Termination-Date falls within the defined period and the Termination-Disqualification-Reason-Code is a disqualification reason, then the Disqualification Reason indicator will be stored in the TIP file using the Value associated with the Disqualification Reason in the following table:

Disqualified Reason	Value
Administrative	A
Food Stamp Referral	F
WIC Abuse	W

19.33.1.23 Contract Not Renewed

This value will indicate that during the defined period the Vendor contract was withdrawn or the Vendor contract expired and was not renewed.

19.33.1.23.1 Origin of Data Element

The value will be determined using the Termination-Disqualification-Termination-Date and Termination-Disqualification-Reason-Code attributes of the TERMINATION DISQUALIFICATION entity.

19.33.1.23.2 Format

The Contract Not Renewed indicator will be stored in the TIP file as a single character. If the Termination-Disqualification-Termination-Date falls within the defined period and the Termination-Disqualification-Reason-Code is Contract Withdrawn or Contract Expired, then the letter 'X' will be stored in the TIP file for the Contract Not Renewed indicator. If no termination reasons are found to fit the criteria, then a single space will be stored in the TIP file for the Contract Not Renewed indicator.

19.33.1.24 Sanction Issued

This value will indicate that the Vendor contract was issued a sanction during the defined period.

19.33.1.24.1 Origin of Data Element

The value will be determined using the Sanction-Occurred-Date attribute of the SANCTION entity.

19.33.1.24.2 Format

The Sanction Issued indicator will be stored in the TIP file as a single character. If the Sanction-Occurred-Date falls within the defined period, then the letter 'X' will be stored in the TIP file for the Sanction Issued indicator. If no sanctions are found to fit the criteria, then a single space will be stored in the TIP file for the Sanction Issued indicator.

19.33.1.25 Referred to FSP

This value will indicate that the Vendor was referred to FSP during the defined period.

19.33.1.25.1 Origin of Data Element

The value will be determined using the Termination-Disqualification-Termination-Date and Termination-Disqualification-Reason-Code attributes of the TERMINATION DISQUALIFICATION entity.

19.33.1.25.2 Format

The Referred to FSP indicator will be stored in the TIP file as a single character. If the Termination-Disqualification-Termination-Date falls within the defined period and the Termination-Disqualification-Reason-Code is Counterfeit Stamp or Minimum Stock, then the letter 'X' will be stored in the TIP file for the Referred to FSP indicator. If no disqualifications are found to fit the criteria, then a single space will be stored in the TIP file for the Referred to FSP indicator.

19.33.2 Filter Criteria

19.33.2.1 Contract Vendors

All Vendors who had a valid contract during the defined period will be included in the report.

19.33.2.2 Exclude Farmers Market Vendors

No Farmers Market Vendors will be included in the report.

19.34 The Integrity Profile (TIP) File to Excel

Once a TIP Report file has been generated and saved to either the hard drive or to floppy the user is prompted if they would like to save a copy of the file in Microsoft's Excel format.

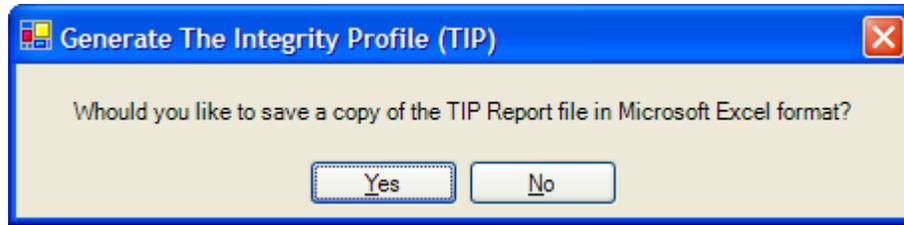


Figure 18 – Copy the Integrity Profile (TIP) to Excel Dialog

19.34.1 Controls

This section describes the behavior of the controls on the Copy TIP Report to Excel dialog.

19.34.1.1 Yes Button

This control allows the user to instruct the system to copy the report file and save it in Microsoft's Excel format, and exit the Generate The Integrity Profile (TIP) dialog. The Yes button will be enabled when the Generate The Integrity Profile (TIP) dialog is active. It will have a mnemonic of "Y". It is the default button.

19.34.1.2 No Button

This control allows the user to exit the Generate The Integrity Profile (TIP) dialog without generating a Microsoft Excel file. The Cancel button will be enabled when the Generate The Integrity Profile (TIP) dialog is active. It will have a mnemonic of "N" and is the cancel button for the dialog.

19.34.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Copy TIP Report to Excel dialog.

19.34.2.1 Yes

Upon selection of the Yes button, the standard Save As dialog will be displayed for the user to select a path and file name to which the Excel format file will be saved. After selecting a path and file name the system will generate a new file in the Microsoft Excel format from the TIP Report file and save it to the destination selected.

19.34.2.2 No

Upon selection of the No button, the system will dismiss the Generate The Integrity Profile (TIP) dialog and return the user to the Generate Reports dialog.

19.35 The Excel Integrity Profile (TIP) Report

19.35.1 Data Elements

This section describes the data elements that will print on the report.

19.35.1.1 Wvend

This value will be the ID of the Vendor.

19.35.1.1.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the TIP Report file.

19.35.1.1.2 Format

The value will print as a 12 character string, left justified with trailing spaces.

19.35.1.2 NewVend

This value will indicate that the Vendor was initially enrolled in the WIC program during the defined period.

19.35.1.2.1 Origin of Data Element

The value will be determined using the New-Vendor attribute of the TIP Report file.

19.35.1.2.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.3 Train

This value will indicate that the Vendor attended either a new vendor training session or an annual training session during the defined period.

19.35.1.3.1 Origin of Data Element

The value will be determined using the Training-Performed attributes of the TIP Report file.

19.35.1.3.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.4 Type

This value will indicate the vendor type of the store type for the Vendor.

19.35.1.4.1 Origin of Data Element

The value will be based on the Vendor-Store-Type attribute of the TIP Report file. The StoreType table VendorType will be based on the TIP report file.

19.35.1.4.2 Format

The value will print as a 1 character string.

19.35.1.5 *FSPauth*

This value will be the Food Stamp Authorization number of the Vendor.

19.35.1.5.1 Origin of Data Element

The value will be taken from the Food-Stamp-Authorization-Number attribute of the TIP Report file. If the Food Stamp Authorization Number attribute is not populated but the Authorization-Date attribute contains a date, the value "9999999" will be used. If both the FS-Authorization-Number and Authorization-Date attributes are not populated, the value "8888888" will be used.

19.35.1.5.2 Format

The value will print as a 7 character string, left justified with trailing spaces.

19.35.1.6 *Wname*

This value will be the name of the Vendor.

19.35.1.6.1 Origin of Data Element

The value will be taken from the Vendor-Name attribute of the TIP Report file.

19.35.1.6.2 Format

The value will print as a 33 character string, left justified with trailing spaces. If the Trade-Name is longer than 33 characters, only the first 33 characters will print.

19.35.1.7 *Wstreet*

This value will be the physical address of the Vendor.

19.35.1.7.1 Origin of Data Element

The value will be the concatenation of the Vendor-Address attribute of the TIP Report file.

19.35.1.7.2 Format

The value will print as a 33 character string, left justified with trailing spaces. If the concatenated string is longer than 33 characters, only the first 33 characters will print.

19.35.1.8 Wcity

This value will be the city where the Vendor resides.

19.35.1.8.1 Origin of Data Element

The value will be taken from the Vendor-City attribute of the TIP Report file.

19.35.1.8.2 Format

The value will print as a 15 character string, left justified with trailing spaces. If the Physical-City is longer than 15 characters, only the first 15 characters will print.

19.35.1.9 Wstate

This value will be the state where the Vendor resides.

19.35.1.9.1 Origin of Data Element

The value will be taken from the Vendor-State attribute of the TIP Report file.

19.35.1.9.2 Format

The value will print as a 2 character string.

19.35.1.10 Wzip

This value will be the ZIP code in which the Vendor resides.

19.35.1.10.1 Origin of Data Element

The value will be taken from the Vendor-Zip attribute of the TIP Report file.

19.35.1.10.2 Format

The value will print as a 9 character string, left justified with trailing spaces. If the last four digits of the extended ZIP code were not recorded in the Vendor-Zip, only the first 5 digits will be printed followed by trailing spaces.

19.35.1.11 Redemp

This value will be average amount of WIC check redemptions per month for the Vendor during the defined period.

19.35.1.11.1 Origin of Data Element

The value will be taken from the Average-Monthly-WIC-Redemption attribute of the TIP Report file. When a Vendor has no redemptions for the defined period, the value "9999999" will be used.

19.35.1.11.2 Format

The value will print as a 12 character string, left justified with trailing spaces. If the average is longer than 12 characters, only the first 12 characters will print.

19.35.1.12 *Buy*

This value will indicate that compliance buys were recorded on the Vendor Folder during the defined period.

19.35.1.12.1 Origin of Data Element

The value will be taken from the Compliance-Buy-Performed attribute of the TIP Report file.

19.35.1.12.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.13 *Audit*

This value will indicate that an inventory audit was performed during any of the monitoring visits that were recorded on the Vendor Folder during the defined period.

19.35.1.13.1 Origin of Data Element

The value will be taken from the Audit-Performed attribute of the TIP Report file.

19.35.1.13.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.14 *Monitor*

This value will indicate that monitoring visits were recorded on the Vendor Folder during the defined period.

19.35.1.14.1 Origin of Data Element

The value will be taken from the Monitoring-Visit-Performed attribute of the TIP Report file.

19.35.1.14.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.15 Risk

This value will indicate that a high risk event or follow-up activity was recorded for the Vendor during the defined period.

19.35.1.15.1 Origin of Data Element

The value will be determined using the High-Risk attribute of the TIP Report file.

19.35.1.15.2 Format

The value will print as an “H” for High Risk and an “N” otherwise.

19.35.1.16 OC

This value will indicate that the Vendor overcharged for an item on a compliance buy during the defined period.

19.35.1.16.1 Origin of Data Element

The value will be determined using the Overcharged attribute of the TIP Report file

19.35.1.16.2 Format

The value will print as an “X” for True and a space for False.

19.35.1.17 Traf

This value will indicate that the Vendor was found to be trafficking food instruments during the defined period.

19.35.1.17.1 Origin of Data Element

The value will be determined using the Trafficked attribute of the TIP Report file.

19.35.1.17.2 Format

The value will print as an “X” for True and a space for False.

19.35.1.18 SubF

This value will indicate that the Vendor was found to be substituting unauthorized food items for those specified on the food instruments during the defined period.

19.35.1.18.1 Origin of Data Element

The value will be determined using the Substituted-Foods attribute of the TIP Report file.

19.35.1.18.2 Format

The value will print as an “X” for True and a space for False.

19.35.1.19 SubNon

This value will indicate that the Vendor was found to be substituting non-food items for those specified on the food instruments during the defined period.

19.35.1.19.1 Origin of Data Element

The value will be determined using the Substituted-Non-Food-Item attribute of the TIP Report file

19.35.1.19.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.20 OtherV

This value will indicate that the Vendor committed a program violation that is not recognized in TIP during the defined reporting period.

19.35.1.20.1 Origin of Data Element

The value will be determined using the Other-Violations attribute of the TIP Report file.

19.35.1.20.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.21 NoViol

This value will indicate that there were no violations accessed against the Vendor during the defined period.

19.35.1.21.1 Origin of Data Element

The value will be determined using the No-Violations attribute of the TIP Report file.

19.35.1.21.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.22 DQ

This value will indicate the reason that the Vendor was disqualified from the WIC program during the defined period.

19.35.1.22.1 Origin of Data Element

The value will be determined using the Disqualification-Reason attribute of the TIP Report file.

19.35.1.22.2 Format

If the Vendor was not disqualified within the defined period, the value will print as a space. If the Vendor was disqualified within the defined period, the value will print as a single character from the CROSSREFERENCE entity based on the value of the Reason attribute then crossed referenced to the USDADisqReason attribute equivalent.

19.35.1.23 Remove

This value will indicate that the Vendor contract ended during the defined period.

19.35.1.23.1 Origin of Data Element

The value will be determined using the ContractNot-Renewed attribute of the TIP Report file.

19.35.1.23.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.24 Sanc

This value will indicate that sanctions and/or fines were recorded on the Vendor Folder during the defined period.

19.35.1.24.1 Origin of Data Element

The value will be determined using the Sanction-Issued attribute of the TIP Report file.

19.35.1.24.2 Format

The value will print as an "X" for True and a space for False.

19.35.1.25 Refer

This value will indicate that the Vendor was referred to FSP during the defined period.

19.35.1.25.1 Origin of Data Element

The value will be determined using the Referred-To-FSP attribute of the TIP Report file.

19.35.1.25.2 Format

The value will print as an "X" for True and a space for False.

19.36 Generate Vendor Summary by Vendor Report Dialog

The Generate Vendor Summary by Vendor report dialog allows the user to generate a summary of vendors' activity for the month and year specified by the user. It is displayed when the user selects the Vendor Summary by Vendor Report list item from the Reports display list.

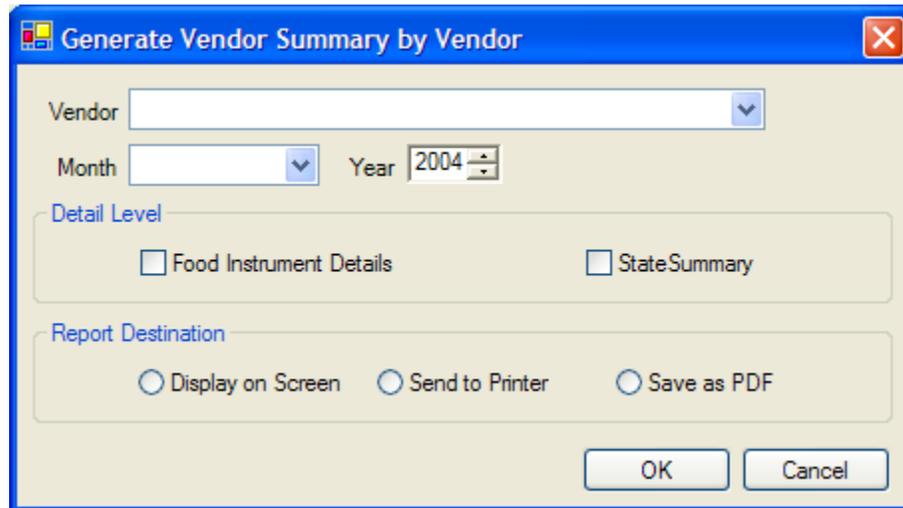


Figure 19 – Generate Vendor Summary by Vendor Report Dialog

19.36.1 Controls

This section describes the behavior of the controls on the Generate Vendor Summary by Vendor Report dialog.

19.36.1.1 Vendor Dropdown

This control allows the user to select the Vendor to include in the report. The dropdown will be enabled when the Generate Vendor Summary by Vendor Report dialog is active. This will be a read only drop down list. It is filled with a list of Vendors from the Vendor Table, which is displayed in alpha order within the list. The dropdown will display the Vendor Trade Name and Vendor ID. The field will initially be blank.

A selection is required in this control.

19.36.1.2 Month Dropdown

This control allows the user to select the month to include in the report. The dropdown will be enabled when the Generate Vendor Summary by Vendor Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank. A selection is required in this control.

19.36.1.3 Year Masked Edit Box and Spin Control

This control allows the user to specify the Calendar Year to include in the report. The masked edit box and spin control will be enabled when the Generate Vendor Summary by Vendor Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). An entry is required for the control. The year selected must be less than or equal to the current system year.

19.36.1.4 Food Instrument Details Check Box

This control allows the user to select if the user would like all the food instruments displayed that were used for the report. The check box will be enabled when the Generate Vendor Summary by Vendor Report dialog is active. The field will initially be blank. If checked, this check box will be emptied if the State Summary check box is checked.

19.36.1.5 State Summary Check Box

This control allows the user to select if the user would like to see the vendor data summarized at the state level. The agency grouping is omitted when this check box is used. The check box will be enabled when the Generate Vendor Summary by Vendor Report dialog is active. The field will initially be blank. If checked, the check box will be emptied if the Food Instrument Details Check Box is checked.

19.36.1.6 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Summary by Vendor Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.36.1.7 OK Button

The OK button will be enabled when the Generate Vendor Summary by Vendor Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.36.1.8 Cancel Button

The Cancel button will be enabled when the Generate Vendor Summary by Vendor Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.36.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Summary by Vendor Report dialog.

19.36.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The Month and Year combination must be less than or equal to the current system month and year or the system will display a standard error message with the text “The Month and Year must be less than or equal to the current Month and Year.”
- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”

Once the controls have been validated, the system will generate the Vendor Summary by Vendor report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.36.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Summary by Vendor Report dialog and return the user to the Generate Reports dialog.

19.37 Vendor Summary by Vendor (Output) VND020

The user may generate the Vendor Summary by Vendor report from the Generate Vendor Summary by Vendor Dialog. The Vendor Summary by Vendor is a summary of food instruments redeemed during the month selected. If the detail level for state summary is not selected, the food instruments are grouped by peer group, vendor, agency, and food instrument type. If the detail level for state summary is selected, the food instruments are grouped by peer group, vendor and food instrument type. If the billable amount for the vendor is a positive number, the state bills the vendor for that amount.

If the peer group assignment for a vendor changes during the selected month and the vendor redeems food instruments while associated with both peer groups during that month, the vendor will be included in the totals for each peer group.

Report without Detail

VND020									
<XXXXX> STATE DEPARTMENT OF HEALTH							RUN DATE XX/XX/XXXX		
VENDOR SUMMARY BY VENDOR							RUN TIME XX:XX:XX		
JANUARY 2003 AVERAGE YTD							PAGE: XXX		
----- PEER GROUP -----									
VENDOR NUMBER/NAME & ADDRESS									
XXXXX XX									
XXX									
XXX									
----- CURRENT MONTH -----									
----- YEAR TO DATE -----									
XXX %									
FI	NUMBER	DOLLAR	AVERAGE	NUMBER	DOLLAR	AVERAGE	PEER GROUP	OF PEER	BILLABLE
TYPE	OF FI	VALUE	PRICE	OF FI	VALUE	PRICE	RDM AVERAGEPRICE	GROUP AVG	\$ AMOUNT
CLINIC (OR AGENCY) XXX - XXXXXXXXXXXXXXXX									
XXX	XX,XXX	XXX,XXX.XX	XXX.XX	XX,XXX	XXX,XXX	XX,XXX	XX,XXX	XX,XXX	XXX,XXX.XX
XXX	XX,XXX	XXX,XXX.XX	XXX.XX	XX,XXX	XXX,XXX	XX,XXX	XX,XXX	XX,XXX	XXX,XXX.XX
XXX	XX,XXX	XXX,XXX.XX	XXX.XX	XX,XXX	XXX,XXX	XX,XXX	XX,XXX	XX,XXX	XXX,XXX.XX
XXX	XX,XXX	XXX,XXX.XX	XXX.XX	XX,XXX	XXX,XXX	XX,XXX	XX,XXX	XX,XXX	XXX,XXX.XX
XXX	XX,XXX	XXX,XXX.XX	XXX.XX	XX,XXX	XXX,XXX	XX,XXX	XX,XXX	XX,XXX	XXX,XXX.XX
VENDOR TOTAL									
	X,XXX,XXX	X,XXX,XXX.XX	X,XXX,XXX	X,XXX,XXX					XXX,XXX.XX ***

19.37.1 Data Elements

This section describes the data elements that will print on the report.

19.37.1.1 Report Title

19.37.1.1.1 Origin of Data Element

The value will be the text "Vendor Summary by Vendor". A sub-title shows the period selected by the user.

19.37.1.1.2 Format

The value will be the literal value. The sub-title will print in the format of "{Textual Month} {Fiscal Year} Average YTD". Fiscal year will be printed in CCYY format.

19.37.1.2 Period

19.37.1.2.1 Origin of Data Element

The user records this value when the report is submitted. All food instruments redeemed during this month are selected for this report.

19.37.1.2.2 Format

This is an accounting month and year.

19.37.1.3 Peer Group

19.37.1.3.1 Origin of Data Element

The peer group code is taken from the Food Instrument table. It is the peer group of the vendor that redeemed the food instrument. The code is used to print the associated peer group description from the Peer Group table.

19.37.1.3.2 Format

This is a 50-character description.

19.37.1.4 Vendor ID

19.37.1.4.1 Origin of Data Element

The vendor code is taken from the FoodInstrument.VendorID.

19.37.1.4.2 Format

This will print the literal value.

19.37.1.5 Vendor Name

19.37.1.5.1 Origin of Data Element

The vendor name is taken from the Vendor.TradeName for the reported vendor ID.

19.37.1.5.2 Format

This will print the literal value.

19.37.1.6 Vendor Address

19.37.1.6.1 Origin of Data Element

The vendor address is taken from the Vendor.PhysicalAddress1, Vendor.PhysicalAddress2, Vendor.PhysicalCity, Vendor.PhysicalStateCD, Vendor.PhysicalZIPCode for the reported VendorID.

19.37.1.6.2 Format

The address will print the literal values.

19.37.1.7 Clinic (or Agency) ID and Name

19.37.1.7.1 Origin of Data Element

The Clinic ID and Name will be displayed and the Agency ID will be hidden if the state business rule "PRIMARYAGENCY" = 'N'. The clinic data will be suppressed if the user selects State Summary from the generate panel. The Clinic ID value is taken from the value of the FoodInstrumentSet.ServiceSiteID. The Clinic name will be the value of the ServiceSite.Name

The Agency ID will be displayed and the Clinic ID will be hidden if the state business rule "PRIMARYAGENCY" = 'Y'. The agency data will be suppressed if the user selects State Summary from the generate panel. The Agency ID value is taken from the value of the FoodInstrumentSet.AgencyID It is the code for the agency that issued the food instrument. The Agency name will be the value of the Agency.Name

19.37.1.7.2 Format

This will be formatted as the literal value Clinic ID – Clinic Name.

19.37.1.8 FI Type

19.37.1.8.1 Origin of Data Element

This value is taken from the Food Instrument table.

19.37.1.8.2 Format

This is a five-digit number.

19.37.1.9 Current Month Number of FI

19.37.1.9.1 Origin of Data Element

This value is the count of the number of food instruments redeemed during the selected month for this peer group / vendor / clinic (or agency depending on PRIMARYAGENCY business rule) / food instrument type. This is the count of all these food instruments from the FoodInstrument entity.

19.37.1.9.2 Format

This is a six-digit number.

19.37.1.10 Current Month Dollar Value

19.37.1.10.1 Origin of Data Element

This value is the sum of the paid-amount for the food instruments redeemed during the selected month for this peer group / vendor / clinic (or agency depending on PRIMARYAGENCY business rule) / food instrument type.

19.37.1.10.2 Format

This is a nine-digit number with two decimal places.

19.37.1.11 Current Month Average Price

19.37.1.11.1 Origin of Data Element

This value is calculated by dividing the Current Month Dollar Value by the Current Month Number of FI.

19.37.1.11.2 Format

This is a five-digit number with two decimal places.

19.37.1.12 Year to Date Number of FI

19.37.1.12.1 Origin of Data Element

This value is the count of the number of food instruments redeemed during the year-to-date for this peer group / vendor / clinic (or agency depending on PRIMARYAGENCY business rule) / food instrument type. The year-to-date is for the federal fiscal year. The selected month is included.

19.37.1.12.2 Format

This is a six-digit number.

19.37.1.13 Year to Date Dollar Value

19.37.1.13.1 Origin of Data Element

This value is the sum of the paid-amount for the food instruments redeemed during the year-to-date for this peer group / vendor / clinic (or agency depending on PRIMARYAGENCY business rule) / food instrument type. The year-to-date is for the federal fiscal year. The selected month is included.

19.37.1.13.2 Format

This is a nine-digit number with two decimal places.

19.37.1.14 Year to Date Average Price

19.37.1.14.1 Origin of Data Element

This value is calculated by dividing the Year to Date Dollar Value by the Year to Date Number of FI.

19.37.1.14.2 Format

This is a five-digit number with two decimal places.

19.37.1.15 Peer Group Rdm Avg Price

19.37.1.15.1 Origin of Data Element

This value is the average of the paid-amount for the food instruments redeemed during the selected month for this peer group / food instrument type.

19.37.1.15.2 Format

This is a five-digit number with two decimal places.

19.37.1.16 XXX% of Peer Group Avg

19.37.1.16.1 Origin of Data Element

This value is calculated as follows. The Billing Percent value is divided by 100 and multiplied by the average of the paid-amount of food instruments redeemed and rounded.

19.37.1.16.2 Format

This is a five-digit number with two decimal places.

19.37.1.17 Billable \$ Amount

19.37.1.17.1 Origin of Data Element

This value is calculated as follows.

- Multiply the Current Month Number of FI times the XXX% of Peer Group Average
- Subtract that product from the Current Month Dollar Value.

19.37.1.17.2 Format

This is a nine-digit number with two decimal places. Asterisks are included if the billable amount is greater than zero.

19.37.1.18 FI Number

19.37.1.18.1 Origin of Data Element

This value is taken from SERIALNO in the FoodInstrument entity. The value is put on the report if the food instrument was used in the calculations.

19.37.1.18.2 Format

This is a maximum of an eight-digit number, with leading zeros.

19.37.1.18.3 Edit

This will appear on the report if Details was selected on the input form.

19.37.1.19 Date Paid

19.37.1.19.1 Origin of Data Element

This value is taken from PAIDDATE in the FoodInstrument entity. The value is put on the report if the food instrument was used in the calculations.

19.37.1.19.2 Format

This is in the date format of MM/DD/CCYY.

19.37.1.19.3 Edit

This will appear on the report if Food Instrument Details was selected on the input form.

19.37.1.20 Paid Amount

19.37.1.20.1 Origin of Data Element

This value is taken from PAIDAMT in the FoodInstrument entity. The value is put on the report if it was used in the calculations.

19.37.1.20.2 Format

This is a five-digit number with two decimal places.

19.37.1.20.3 Edit

This will appear on the report if Food Instrument Details was selected on the input form.

19.37.2 Filter Criteria

19.37.2.1 Base of Data

The report is based on all food instruments redeemed during the selected month for the selected Vendor.

19.37.3 Sort Order

19.37.3.1 Sort Order – State Summary

19.37.3.1.1 Vendor ID

This report will be sorted first by Vendor ID

19.37.3.1.2 Food Instrument Type Code

This report will be sorted by food instrument type code within Vendor ID.

19.37.3.2 Sort Order – Food Instrument Detail

19.37.3.2.1 Vendor ID

This report will be sorted first by Vendor ID

19.37.3.2.2 Clinic (or Agency)

The system will verify the value of the PRIMARYAGENCY business rule. If the value is set to 'N', this report will be sorted by Clinic within Vendor ID, otherwise, this report will be sorted by Agency within the Vendor ID.

19.37.3.2.3 Food Instrument Type Code

This report will be sorted by food instrument type code within Clinic ID (or Agency ID).

19.37.3.2.4 FI Number

This report will be sorted by FI Number within the Food Instrument Type Code.

19.37.4 Control Breaks

19.37.4.1 Vendor ID

Only one Vendor will be printed for this report regardless if State Summary or Food Instrument Detail has been selected. In either case, totals will be calculated for Current Month Number of FI, Current Month Dollar Value, Year-to-Date Number of FI, Year-to-Date Dollar Value and Billable Amount

19.37.4.2 Agency Code

When State Summary is selected, the clinic (or agency) is not shown.

When Food Instrument Detail is selected, a line is printed for each Clinic (or Agency) Code within each Vendor ID.

19.37.4.3 Food Instrument Type Code

When State Summary is selected, a line is printed for each food instrument type code within Vendor ID.

When Food Instrument Detail is selected, a line is printed for each food instrument type code within Clinic (or Agency) Code within Vendor ID.

19.37.4.4 Food Instrument Detail

When State Summary is selected, the food instrument detail is not shown.

When Food Instrument Detail is selected, a line is printed for each food instrument that was in the calculation under its Food Instrument Type.

19.37.5 Grand Total

The Vendor Summary – Summary Page will only print when State Summary is selected. It will include grand totals for the selected Vendor. Three asterisks will be displayed to the right of the Vendor Total Billable Amount if the value is greater than zero.

19.37.6 Frequency and Distribution

This report can be generated on demand.

19.38 Generate Vendor Summary by Peer Group Report Dialog

The Generate Vendor Summary by Peer Group report dialog allows the user to generate a peer group summary of vendors' activity for the month and year specified by the user. It is displayed when the user selects the Vendor Report by Peer Group list item from the Reports display list.

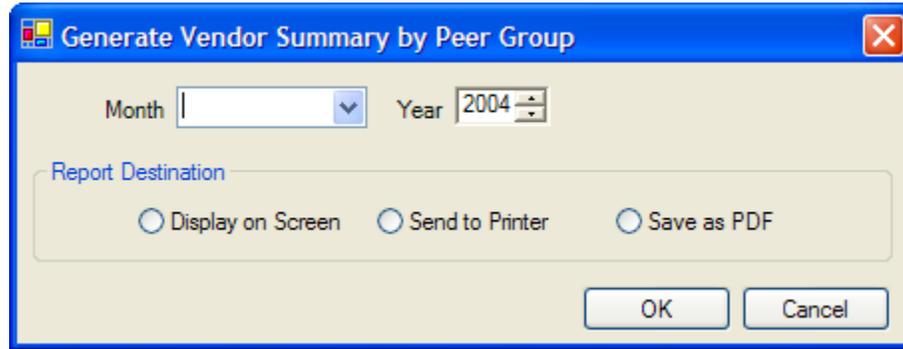


Figure 20 – Generate Vendor Summary by Peer Group Report Dialog

19.38.1 Controls

This section describes the behavior of the controls on the Generate Vendor Summary by Peer Group Report dialog.

19.38.1.1 Month Dropdown

This control allows the user to select the month to include in the report. The dropdown will be enabled when the Generate Vendor Summary by Peer Group Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank.

A selection is required in this control.

19.38.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the Calendar Year to include in the report. The masked edit box and spin control will be enabled when the Generate Vendor Summary by Peer Group Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for the control. The year selected must be less than or equal to the current system year.

19.38.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Summary by Peer Group Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.38.1.4 OK Button

The OK button will be enabled when the Generate Vendor Summary by Peer Group Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.38.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendor Summary by Peer Group Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.38.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Summary by Peer Group Report dialog.

19.38.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”

Once the controls have been validated, the system will generate the Vendor Summary By Peer Group report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.38.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Summary by Peer Group Report dialog and return the user to the Generate Reports dialog.

19.39 Vendor Summary by Peer Group (Output) VND021

The user may generate the Vendor Summary by Peer Group report from the Generate Vendor Summary by Peer Group Dialog. The Vendor Summary by Peer Group is a summary of food instruments redeemed during the month selected and is totaled by peer group.

If the peer group assignment for a vendor changes during the selected month and the vendor redeems food instruments while associated with both peer groups during that month, the vendor will be included in the totals for each peer group.

VND021 REPORT XXXXX		<XXXX> STATE DEPARTMENT OF HEALTH VENDOR SUMMARY BY PEER GROUP JANUARY 1988					RUN DATE XX/XX/XXXX RUN TIME XX:XX:XX		PAGE: XXX	
PEER GROUP	NUMBER OF VENDORS	CURRENT # OF FI	YTD MO AVG # OF FI	YTD # OF FI	YTD PERCENT OF TOTAL #FI	CURRENT VALUE	YTD MO AVG VALUE	YTD VALUE	YTD % OF TOTAL VALUE	
XXXXX	X,XXX	X,XXX,XXX	X,XXX,XXX	XX,XXX,XXX	XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XXX.XX	
XXXXX	X,XXX	X,XXX,XXX	X,XXX,XXX	XX,XXX,XXX	XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XXX.XX	
XXXXX	X,XXX	X,XXX,XXX	X,XXX,XXX	XX,XXX,XXX	XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XXX.XX	
XXXXX	X,XXX	X,XXX,XXX	X,XXX,XXX	XX,XXX,XXX	XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XXX.XX	
XXXXX	X,XXX	X,XXX,XXX	X,XXX,XXX	XX,XXX,XXX	XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XXX.XX	
STATE TOTAL	X,XXX	X,XXX,XXX	X,XXX,XXX	XX,XXX,XXX	XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XX,XXX,XXX.XX	XXX.XX	

*** END OF LISTING ***

19.39.1 Data Elements

This section describes the data elements that will print on the report.

19.39.1.1 Report Title

19.39.1.1.1 Origin of Data Element

The title will be the text “Vendor Summary by Peer Group”. The report has a sub-title that shows the period selected by the user.

19.39.1.1.2 Format

The title will be printed as a literal value. The period in the sub-title will print in the format “{Textual Month} {Fiscal Year}”. The fiscal year is shown in CCYY format.

19.39.1.2 Period

19.39.1.2.1 Origin of Data Element

The user records this value when the report is submitted. All food instruments redeemed during this month are selected for this report.

19.39.1.2.2 Format

This is an accounting month and year.

19.39.1.3 Peer Group

19.39.1.3.1 Origin of Data Element

The peer group code is the peer group of the vendor that redeemed the food instrument.

19.39.1.3.2 Format

This is a two-character value.

19.39.1.4 Number of Vendors

19.39.1.4.1 Origin of Data Element

This value is the count of the number of vendors with food instruments redeemed during the selected month for this peer group.

19.39.1.4.2 Format

This is a five-digit number.

19.39.1.5 Current # of FI

19.39.1.5.1 Origin of Data Element

This value is the count of the number of food instruments redeemed during the selected month for this peer group.

19.39.1.5.2 Format

This is a nine-digit number.

19.39.1.6 YTD Mo Average # of FI

19.39.1.6.1 Origin of Data Element

This value is calculated by dividing the YTD Number of FI by the number of months year-to-date, including the selected month.

19.39.1.6.2 Format

This is a nine-digit number.

19.39.1.7 YTD # of FI

19.39.1.7.1 Origin of Data Element

This value is the count of the number of food instruments redeemed year-to-date for this peer group. The year-to-date is for the federal fiscal year. The selected month is included.

19.39.1.7.2 Format

This is a nine-digit number.

19.39.1.8 YTD Percent of Total # FI

19.39.1.8.1 Origin of Data Element

This value is calculated by dividing the Current # of FI by the YTD # of FI. Multiply that value by 100.

19.39.1.8.2 Format

This is a five-digit number with two decimal places.

19.39.1.9 Current Value

19.39.1.9.1 Origin of Data Element

This value is the sum of the paid-amount for the food instruments redeemed during the selected month for this peer group.

19.39.1.9.2 Format

This is an eleven-digit number with two decimal places.

19.39.1.10 YTD Mo Average Value

19.39.1.10.1 Origin of Data Element

This value is calculated by dividing the YTD Value by the number of months year-to-date, including the selected month.

19.39.1.10.2 Format

This is an eleven-digit number with two decimal places.

19.39.1.11 YTD Value

19.39.1.11.1 Origin of Data Element

This value is the sum of the paid-amount for the food instruments redeemed year-to-date for this peer group. The year-to-date is for the federal fiscal year. The selected month is included.

19.39.1.11.2 Format

This is an eleven-digit number with two decimal places.

19.39.1.12 YTD % of Total Value

19.39.1.12.1 Origin of Data Element

This value is calculated by dividing the Current Value by the YTD Value. Multiply that value by 100.

19.39.1.12.2 Format

This is a five-digit number with two decimal places.

19.39.2 Filter Criteria

19.39.2.1 Base of Data

The report is based on all food instruments redeemed during the selected month.

19.39.3 Sort Order

19.39.3.1 Peer Group Code

This report will be sorted by peer group code.

19.39.4 Control Breaks

19.39.4.1 Peer Group Code

A line is printed for each peer group with redemption information.

19.39.5 Grand Total

A line is printed with state totals.

19.39.6 Frequency and Distribution

This report is generated on demand.

19.40 Generate Action Date Due Report Dialog

The Generate Action Date Due Report dialog allows the user to generate a list of vendors with action dates due. It is displayed when the user selects the Action Dates list item from the Reports display list.

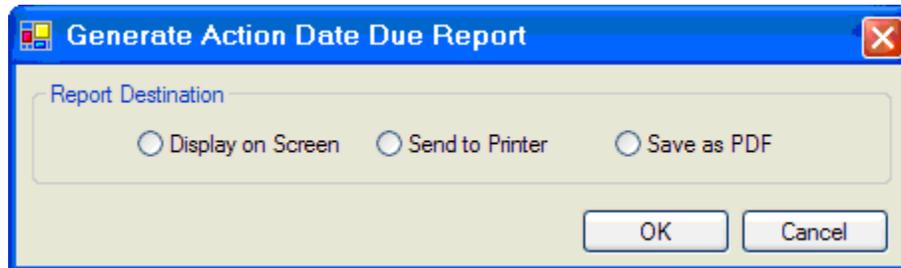


Figure 21 – Generate Action Date Due Report Dialog

19.40.1 Controls

This section describes the behavior of the controls on the Generate Action Date Due Report dialog.

19.40.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Action Date Due Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.40.1.2 OK Button

The OK button will be enabled when the Generate Action Date Due Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.40.1.3 Cancel Button

The Cancel button will be enabled when the Generate Action Date Due Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.40.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Action Date Due Report dialog.

19.40.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

Once the controls have been validated, the system will generate the Action Date Due Report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.40.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Action Date Due Report dialog and return the user to the Generate Reports dialog.

19.41 Action Date Due Report (Output) VND022

This report will be used to display Vendors that have events or follow-up activities that have passed the action date. It will display all of the Vendors' Action Dates that are due from the system date. An Action Date is an action that is due when there is no Follow-up Activity under its Event or Follow-up Activity. An example could be a letter sent for the Event or Follow-up Activity.

```

VND022
                                <XXXX> STATE DEPARTMENT OF HEALTH
                                ACTION DATE DUE
                                AS OF XX/XXXX
                                RUN DATE XX/XX/XXXX
                                RUN TIME XX:XX:XX
                                PAGE:   XXX

VENDOR ID  VENDOR NAME, ADDRESS          EVENT/FOLLOW UP          ACTION DATE
-----
XXXXX      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXX,  XXXXX-XXXX

XXXXX      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXX,  XXXXX-XXXX

XXXXX      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
            XXXXXXXXXXXXXXXXXXXXXXX,  XXXXX-XXXX

*** END OF REPORT ***
  
```

19.41.1 Data Elements

This section describes the data elements that will print on the document.

19.41.1.1 Report Title

The title of the report will be the text “Action Date Due“ with a sub-title reflecting the report date specified by the user.

19.41.1.1.1 Origin of Data Element

The report date is selected on the Generate Action Dates Report dialog.

19.41.1.1.2 Format

The date value will print in MM/ CCYY format.

19.41.1.2 Vendor ID

This value will be the Vendor identification number.

19.41.1.2.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the Vendor entity.

19.41.1.2.2 Format

The value will print as its literal value.

19.41.1.3 Vendor Trade Name

This value will be the Vendor’s Trade Name.

19.41.1.3.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.41.1.3.2 Format

The value will print as its literal value.

19.41.1.4 Vendor Address

This value will be the physical address of the Vendor.

19.41.1.4.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.41.1.4.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical-ZIP order. Each value will print on a separate line, with the exception of Physical-ZIP, which will print on the same line as the Physical-City.

19.41.1.5 Event/Follow-up Activity

This value will be the event or follow-up activity description.

19.41.1.5.1 Origin of Data Element

The value will be taken from the Event-Type if an event or Follow-up Activity-Type if a follow-up activity. The type will then be looked up in the reference dictionary table, where the category is equal to EVENTTYPE to get the description to put on the report.

19.41.1.5.2 Format

The value will print as its literal value from the reference dictionary.

19.41.1.6 Action Date

This value will be the date when the event or follow-up activity is due.

19.41.1.6.1 Origin of Data Element

The value will be the event or follow-up activity Create Date plus the number of days as defined in the ActionDates table for the specified event/follow-up activity.

19.41.1.6.2 Format

The value will print in MM/DD/CCYY format.

19.41.2 Filter Criteria

19.41.2.1 Base of Data

The report is based on all the Events and Follow-ups that have reached the end of their Action Dates.

19.41.3 Sort Order

19.41.3.1 Action Date

This report will be sorted by Action Date in reverse chronological order

19.41.4 Control Breaks

No control breaks are defined for this report.

19.41.5 Frequency and Distribution

This report is generated on demand.

19.42 Generate Vendor Profile Dialog

Upon selection of the Print Profile button, the system will display the Generate Vendor Profile dialog. This dialog is where the user will indicate the date range, From and To, for the Vendor Profile being requested. This will sub-set the redemption history and the Event/Follow-up Actives by only listing the items that were added during the date range specified by the user. For redemption history, if a selected month has redemption information, it will appear on the report. For Events/Follow-up Activities, if an Event or Follow-up Activity fall within the date range, then the whole tree branch will be displayed on the report. The Generate Vendor Profile dialog is displayed in response to the following user actions:

- Selection of the Print Profile button on the Page 1 sub tab on the Demographics tab as described in [Chapter 04 - Vendor Folder](#).

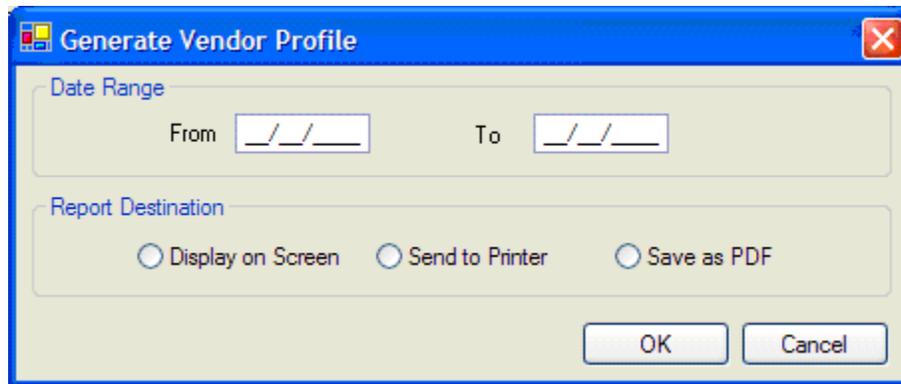


Figure 22 – Generate Vendor Profile Dialog

19.42.1 Controls

This section describes the behavior of the Generate Vendor Profile dialog.

19.42.1.1 Date Range From Masked Edit Box (From)

This control allows the user to enter the “From” date for the Redemption Information and Events/Follow-up Actives sub-set. The masked edit box will be enabled when the Generate Vendor Profile dialog is active. The masked edit box accepts entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four-digit year. The string entered must be a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter the system will automatically add the century to the year. Special characters are not accepted in this field. This control will initially default to blank. An entry is required for this control.

19.42.1.2 Date Range To Masked Edit Box (To)

This control allows the user to enter the “To” date for the Redemption Information and Events/Follow-up Actives sub-set. The masked edit box will be enabled when the Generate Vendor Profile dialog is active. The masked edit box accepts entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four-digit year. The string entered must be a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter the system will automatically add the century to the year. Special characters are not accepted in this field. This control will initially default to blank. An entry is required for this control.

19.42.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button will be enabled when the Generate Vendor Profile dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.42.1.4 OK Button

The OK button will be enabled when Generate Vendor Profile dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.42.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendor Profile dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.42.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Profile dialog.

19.42.2.1 OK

Upon selection of the OK button, the system will initiate a check for required fields.

If any required information has not been entered, the system will display a standard error message with the text “An entry is required for the <control name>”.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will display a standard error message with the text “Beginning of date range must be equal to or less than end of date range.”

Once the controls have been validated, the system will print the Vendor Profile report and return the user to the Demographics tab sub tab page 1 of the Vendor Folder.

19.42.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Profile dialog without displaying or printing the Vendor Profile report. The user will be returned to the Demographics tab sub tab page 1 of the Vendor Folder.

19.43 Vendor Profile (Output) VND023

The user may generate the Vendor Profile report from the Vendor Folder, Demographics Tab, Page 1. The Vendor Profile report is a summary of Vendor data including Redemption History and Event / Follow-up Activity information for the selected time period.

```
VND023                <XXXX> STATE DEPARTMENT OF HEALTH                Printed: XX/XX/XXXX
                        Vendor Profile                                XX:XX:XX
                        Vendor ID: 0031                             Page:   XXX

Vendor Name-----X Contact: Store Contact Name-----X
Vendor Address -----X Telephone Number: 999-999-9999 x9999
Vendor Address -----X Authorized Agent: Authorized Agent Name-----X
Vendor City, ST Zip-----X Owner: Store Owner Name-----X
E-MAIL ADDRESS-----X FAX NUMBER: 999-999-9999

Business Hours: Su 1-5, M 8-10, Tu 8-10, W 8-10, Th 8-10, Fr 8-10, Sa 8-10

Mail To:
Vendor Address -----X Original Enrollment: 99/99/99
Vendor City, ST Zip-----X Contract Effective: 99/99/99

Status: Enrolled          Census Tract: 73788          PEer Group: XXXXXXXXXXXX
Stamp Number: 456 99/99/99 P County: XXX          Store Type: XXXXXXXXXXXX
Farmer's Markets: XXX     Total Points: 12          Ownership Type: XXXXXXXXXXXX

Cash Registers: 3         Square Footage: 9999          Annual Food Sales: 99,999
Cashiers: 8              Tax ID: 9-99999999          Annual Non-Food Sales: 99,999
Scanners: XXX           State Sales Tax#: XXXXXXXXXXXX Annual Total Sales: 999,999
KOSHER Foods: XXXXX

Bank: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX Transit#: 9999999999999999 Account#: 999999999999

Primary Grocery Wholesaler: X-----X
Milk / Pharmacy Wholesaler: X-----X
Formula Wholesaler: X-----X
Staff Member: X-----X

Shared clinics X-----X

OTHER WIC PROGRAMS SERVED X-----X

Directions to Store: X-----X
X-----X
X-----X

===== Event Log =====
Events 2
6/01/2000 - Applicant 0
6/01/2000 - Interactive Training Scheduled 2
6/01/2000 - Interactive Training Attended 0
6/01/2000 - Violation Found 2
6/15/2000 - Violation Follow up 0
06/30/2000 - Compliance Buy 1

===== Redemption History =====
Year: 2000
June: $23,000
July: $53,000
Total: $76,000

===== Notes =====
09/1/2004 USER4 APPLICATION RECEIVED-----X
09/1/2004 user4 this store speaks spanish-----X

*** END OF Report ***
```

19.43.1 Data Elements

This section describes the data elements that will print on the document.

19.43.1.1 Report Title

The title of the report will be the text “Vendor Profile“. A subtitle will indicate the Vendor selected for the report.

19.43.1.1.1 Origin of Data Element

The vendor will be selected by the user on the Vendor Profile folder, Demographics tab, page 1.

19.43.1.1.2 Format

The value will print as its literal value.

19.43.1.2 Vendor Trade Name

This value will be the Vendor’s Trade Name.

19.43.1.2.1 Origin of Data Element

The value will be taken from the Trade-name attribute of the VENDOR entity.

19.43.1.2.2 Format

The value will print as its literal value.

19.43.1.3 Vendor Address

This value will be the Vendor’s Address.

19.43.1.3.1 Origin of Data Element

The value will be taken from the Physical-Address attribute of the VENDOR entity.

19.43.1.3.2 Format

The value will print as its literal value. If applicable, two lines of the address will print.

19.43.1.4 Vendor City, ST Zip

This value will be the Vendor’s physical City, State and Zip.

19.43.1.4.1 Origin of Data Element

The values will be taken from the Physical City, Physical-State and Physical-ZIP attributes of the VENDOR entity.

19.43.1.4.2 Format

The values will print as their literal values in City, State and Zip order.

19.43.1.5 E-Mail Address

This value will be the e-mail address of the Vendor.

19.43.1.5.1 Origin of Data Element

The value will be taken from the Vendor-Email-Address attribute of the VENDOR entity.

19.43.1.5.2 Format

The values will print its literal value.

19.43.1.6 Contact

This value will be the name of the WIC Contact for the Vendor.

19.43.1.6.1 Origin of Data Element

The value will be taken from the Vendor-WIC-Contact-First-Name and WIC-Contact-Last-Name attributes of the VENDOR entity.

19.43.1.6.2 Format

The values will print as their literal values in first name last name order.

19.43.1.7 Telephone Number

This value will be the Vendor's telephone number.

19.43.1.7.1 Origin of Data Element

The value will be taken from the Telephone attribute of the VENDOR entity.

19.43.1.7.2 Format

The value will print in ###-###-#### format.

19.43.1.8 Authorized Agent

This value will be the name of the Vendor's Authorized Agent.

19.43.1.8.1 Origin of Data Element

The value will be taken from the Authorized-Agent-First-Name and Authorized-Agent-Last-Name attributes of the VENDOR entity.

19.43.1.8.2 Format

The values will print as their literal values in first name last name order.

19.43.1.9 Owner

This value will be the name/s of the Vendor's Owner/s.

19.43.1.9.1 Origin of Data Element

The value will be taken from the First-Name and Last-Name attributes of the OWNER entity. All owners will be listed.

19.43.1.9.2 Format

The values will print as their literal values in first name last name order.

19.43.1.10 Fax Number

This value will be the Vendor's telephone number for their facsimile machine.

19.43.1.10.1 Origin of Data Element

The value will be taken from the FaxNumber attribute of the VENDOR entity.

19.43.1.10.2 Format

The value will print in ###-###-#### format.

19.43.1.11 Business Hours

This value will be the Vendor's Business Hours.

19.43.1.11.1 Origin of Data Element

The values will be taken from the {Day of week}-Open/Close attributes of the STORE HOURS entity. Only days that have an Open/Close time specified will be listed.

19.43.1.11.2 Format

The values will print as 00:00am – 00:00pm format. Each time period will be preceded with the abbreviated day of week.

19.43.1.12 Vendor Mail to Address

This value will be the Vendor's Mailing Address.

19.43.1.12.1 Origin of Data Element

The value will be taken from the Mailing-Address attribute of the VENDOR entity.

19.43.1.12.2 Format

The value will print as its literal value. If applicable, two lines of the address will print.

19.43.1.13 Vendor Mailing City, ST Zip

This value will be the Vendor's Mailing City, State and Zip.

19.43.1.13.1 Origin of Data Element

The values will be taken from the Mailing-City, Mailing-State and Mailing-ZIP attributes of the VENDOR entity.

19.43.1.13.2 Format

The values will print as their literal values in City, State and Zip order.

19.43.1.14 Original Enrollment

This value will be the Vendor's enrollment date.

19.43.1.14.1 Origin of Data Element

The value will be taken from the Date-Init-Contract attribute of the VENDOR entity.

19.43.1.14.2 Format

The value will print in MM/DD/CCYY format.

19.43.1.15 Contract Effective

This value will be the Vendor's contract effective date.

19.43.1.15.1 Origin of Data Element

The value will be taken from the Contract-Start-Date attribute of the VENDOR entity.

19.43.1.15.2 Format

The value will print in MM/DD/CCYY format.

19.43.1.16 Status

This value indicates the Vendor's current status.

19.43.1.16.1 Origin of Data Element

The value will be taken from the Current-Status attribute of the VENDOR entity.

19.43.1.16.2 Format

The value will print as its literal value

19.43.1.17 Stamp Number

This value will be the Vendor's primary stamp number.

19.43.1.17.1 Origin of Data Element

The value will be taken from the Stamp-Number attribute of the VENDOR entity.

19.43.1.17.2 Format

The value will print as its literal value

19.43.1.18 Farmers Markets

This value will not be listed at this time.

19.43.1.19 Census Tract

This value will be the Vendor's census tract number.

19.43.1.19.1 Origin of Data Element

The value will be taken from the Census-Tract attribute of the VENDOR entity.

19.43.1.19.2 Format

The value will print in #####.## format.

19.43.1.20 County

This value will be the Vendor's County.

19.43.1.20.1 Origin of Data Element

The value will be taken from the County attribute of the VENDOR entity.

19.43.1.20.2 Format

The value will print as its literal value.

19.43.1.21 Total Points

This value will be the Vendor's total of all event and follow-up Activity sanction points.

19.43.1.21.1 Origin of Data Element

The value will be taken from the Sanction-Points attribute of the EVENT and FOLLOWUPACTIVITY entities.

19.43.1.21.2 Format

The value will print as a sum of both event and follow-up activity sanction points.

19.43.1.22 Peer Group

This value will be the Vendor's Peer Group.

19.43.1.22.1 Origin of Data Element

The value will be taken from the Peer-Group attribute of the VENDOR entity.

19.43.1.22.2 Format

The value will print as its literal value.

19.43.1.23 Store Type

This value will be the Vendor's Store Type.

19.43.1.23.1 Origin of Data Element

The value will be taken from the StoreTypeID attribute of the VENDOR entity.

19.43.1.23.2 Format

The value will print as its literal value.

19.43.1.24 Ownership Type

This value will be the Vendor's Ownership Type.

19.43.1.24.1 Origin of Data Element

The value will be taken from the Ownership-Structure attribute of the VENDOR entity.

19.43.1.24.2 Format

The value will print as its literal value.

19.43.1.25 Cash Registers

This value will be the Vendor's number of cash registers.

19.43.1.25.1 Origin of Data Element

The value will be taken from the Check-Out-Registers attribute of the VENDOR entity.

19.43.1.25.2 Format

The value will print as its literal value.

19.43.1.26 Cashiers

This value will be the Vendor's number of cashiers.

19.43.1.26.1 Origin of Data Element

The value will be taken from the Cashiers attribute of the VENDOR entity.

19.43.1.26.2 Format

The value will print as its literal value.

19.43.1.27 Scanners

This value will indicate if the Vendor has scanners.

19.43.1.27.1 Origin of Data Element

The value will be taken from the Electronic-Scanners attribute of the VENDOR entity.

19.43.1.27.2 Format

The value will print Yes or No.

19.43.1.28 Square Footage

This value will be the Vendor's Square Footage.

19.43.1.28.1 Origin of Data Element

The value will be taken from the Square-Footage attribute of the VENDOR entity.

19.43.1.28.2 Format

The value will print in #####.## format.

19.43.1.29 Tax ID

This value will be the Vendor's Federal Tax ID.

19.43.1.29.1 Origin of Data Element

The value will be taken from the Federal-Tax-Number attribute of the VENDOR entity.

19.43.1.29.2 Format

The value will print in ##-##### format.

19.43.1.30 State Sales Tax #

This value will be the Vendor's State Sales Tax Number.

19.43.1.30.1 Origin of Data Element

The value will be taken from the State-Sales-Tax-Number attribute of the VENDOR entity.

19.43.1.30.2 Format

The value will print as its literal value.

19.43.1.31 Annual Food Sales

This value will be the Vendor's Annual Food Sales.

19.43.1.31.1 Origin of Data Element

The value will be taken from the Annual-Food-Sales attribute of the VENDOR entity.

19.43.1.31.2 Format

The value will print in ##,###.## format.

19.43.1.32 Annual Non-Food Sales

This value will be the Vendor's Annual Non Food Sales.

19.43.1.32.1 Origin of Data Element

The value will be taken from the Annual-Non-Food-Sales attribute of the VENDOR entity.

19.43.1.32.2 Format

The value will print in ##,###.## format.

19.43.1.33 Annual Total Sales

This value will be the Vendor's Annual Total Sales.

19.43.1.33.1 Origin of Data Element

The value will be taken from the Annual-Gross-Sales attribute of the VENDOR entity.

19.43.1.33.2 Format

The value will print in ##,###.## format.

19.43.1.34 Kosher Foods

This value will indicate if the Vendor offers Kosher Foods.

19.43.1.34.1 Origin of Data Element

The value will be taken from the Kosher-Foods attribute of the VENDOR entity.

19.43.1.34.2 Format

The value will be translated and will print "Some", "Primarily" or "None".

19.43.1.35 Bank

This value will be the Vendor's Bank Name.

19.43.1.35.1 Origin of Data Element

The value will be taken from the Bank-Name attribute of the VENDOR entity.

19.43.1.35.2 Format

The value will print as its literal value.

19.43.1.36 Transit #

This value will be the Vendor's Bank Transit Number.

19.43.1.36.1 Origin of Data Element

The value will be taken from the Bank-Transit-Number attribute of the VENDOR entity.

19.43.1.36.2 Format

The value will print as its literal value.

19.43.1.37 Account Number

This value will be the Vendor's Account Number.

19.43.1.37.1 Origin of Data Element

The value will be taken from the Account-Number attribute of the VENDOR entity.

19.43.1.37.2 Format

The value will print as its literal value.

19.43.1.38 Primary Grocery Wholesaler

This value will be the Vendor's Primary Grocery Wholesaler Name.

19.43.1.38.1 Origin of Data Element

The value will be taken from the Grocery-Supplier-ID attribute of the VENDOR entity and the Grocery-Supplier-Name attribute of the GROCERYSUPPLIER entity where the SupplierType = value for the Grocery Wholesaler.

19.43.1.38.2 Format

The value printed will be the GrocerySupplier.Name.

19.43.1.39 Pharmacy/Milk Wholesaler

This value will be the Vendor's secondary Wholesaler Name. The wholesaler can be a Pharmacy or Milk Wholesaler depending on the business rule set by the State. This is determined by the State Business Rules 'SYS_ADMIN_MNTN_MILK_WHLSLR' and 'SYS_ADMIN_MNTN_PHRMY_WHLSLR'

19.43.1.39.1 Origin of Data Element

The value will be taken from the applicable Grocery-Supplier-ID or Wholesaler-ID attribute of the VENDOR entity and the applicable Name attribute of the GROCERYSUPPLIER entity where the SupplierType = value for the Pharmacy or Milk Wholesaler where applicable.

19.43.1.39.2 Format

Depending on the state business rule, the value printed will be the GrocerySupplier.Name.

19.43.1.40 Formula Wholesaler

This value will be the Vendor's Formula Wholesaler.

19.43.1.40.1 Origin of Data Element

The value will be taken from the FormulaWholesalerID attribute of the VENDOR entity and the applicable Name attribute of the GROCERYSUPPLIER entity where the SupplierType = value for FormulaWholesaler.

19.43.1.40.2 Format

The value printed will be the GrocerySupplier.Name.

19.43.1.41 Staff Member

This value will be the ID of the primary Staff Member assigned to the Vendor.

19.43.1.41.1 Origin of Data Element

The value will be taken from the UserID attribute of the Vendor entity and the First-Name, Last-Name attributes of the USERPROFILE entity.

19.43.1.41.2 Format

The value will print in first name last name order.

19.43.1.42 Shared Clinics

This will be a list of all shared clinics for the Vendor.

19.43.1.42.1 Origin of Data Element

The value will be taken from the ServiceSiteID of the VENDOR SS ASSOCIATION entity and the Name attribute of the ServiceSite entity.

19.43.1.42.2 Format

All Clinics for the Vendor will be listed.

19.43.1.43 Other WIC Programs Served

This will be a list of the other WIC programs that the Vendor serves. The list will be printed if the OtherWICProgramsServed business rule is active.

19.43.1.43.1 Origin of Data Element

The value will be taken from the OtherWICProgramID of the OTHERWICPROGRAMSSERVED entity and the Name attribute of the OTHERWICPROGRAM entity.

19.43.1.43.2 Format

All other WIC programs for the Vendor will be listed.

19.43.1.44 Directions to Store

This value will be the Vendor's directions to the store.

19.43.1.44.1 Origin of Data Element

The value will be taken from the Directions attribute of the VENDOR entity.

19.43.1.44.2 Format

The value will print as its literal value.

19.43.1.45 Event Log

This will list a Vendor's Events and Follow-up Activities for the date range specified on the Generate Vendor Profile dialog.

19.43.1.45.1 Origin of Data Element

The values will be taken from the Events and FollowupActivities entities.

19.43.1.45.2 Format

The Events/Follow-up Activities will print in an indented format to show the Event and Follow-up relationship.

If an Event or Follow-up Activity fall within the date range, then the whole tree branch will be displayed on the report.

The Events will be printed out in ascending or descending order, according to your State.

19.43.1.46 Redemption History

This will list the Vendors Redemption History for the date range specified on the Generate Vendor Profile dialog. Each Year will display the month(s) and value(s) consecutively.

19.43.1.46.1 Origin of Data Element

The values will be taken from the Month of Redemption and Value of FI Redeemed attributes of the REDEMPTION HISTORY entity.

19.43.1.46.2 Format

The year will print in CCYY format. The month value will print as its literal value. The amount will print as its literal value.

19.43.1.47 Vendor Notes

This will list the Vendors Notes for the date range specified on the Generate Vendor Profile dialog.

19.43.1.47.1 Origin of Data Element

The values will be taken from the CreateDate, UserID and Text attributes of the VENDORNOTE entity.

19.43.1.47.2 Format

The value will print as a literal value.

19.43.2 Filter Criteria

All demographic, event logs, redemption history and vendor notes for the selected vendor, occurring between the user's specified begin and end dates will be included in the report.

19.43.3 Control Breaks

There are no control breaks defined for this report.

19.43.4 Control Totals

19.43.4.1 Redemption History

If Redemption History is included in the report, a subtotal will print for:

- Total dollar amount for all checks redeemed within the year.
- Total dollar amount for all checks redeemed for all years included in the report.

19.43.5 Frequency and Distribution

- Frequency - On demand
- Data current as of - The date range specified.
- Output Type - Screen, Paper, or PDF
- Report Level - State

19.44 Peer Group Prices Report (Output) VND024

The Peer Group Prices report is generated when clicking on the Print button on the Peer Group Average dialog. This report will list all items, descriptions, average prices, override prices and max prices for the Peer Group selected.

VND024

<XXXX> STATE DEPARTMENT OF HEALTH
 Peer Group Prices
 {Name of Peer Group}

RUN DATE XX/XX/XXXX
 RUN TIME XX:XX:XX
 PAGE: XXX

ID	ITEM Description	Average Price	Override Price	Maximum Price
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX
XXXXX	XX	XX.XX	XX.XX	XX.XX

19.44.1 Data Elements

This section describes the data elements that will print on the document.

19.44.1.1 Report Title

The title of the report will be the text of "Peer Group Prices". A subtitle will reflect the Peer Group name currently selected

19.44.1.1.1 Origin of Data Element

The Peer Group Name displayed is the name of the Peer Group currently selected in the Peer Group Average dialog.

19.44.1.1.2 Format

The value will print as a literal value.

19.44.1.2 ID

19.44.1.2.1 Origin of Data Element

The value will be taken from the Item-ID attribute of the FOOD DISTRIBUTION ITEM entity.

19.44.1.2.2 Format

The value will print as its literal value.

19.44.1.3 Item Description

19.44.1.3.1 Origin of Data Element

The value will be taken from the Description and Description-2 attributes of the FOOD DISTRIBUTION ITEM entity.

19.44.1.3.2 Format

The value will print as its literal value.

19.44.1.4 Average Price

19.44.1.4.1 Origin of Data Element

The value will be taken from the Average-Price attribute of the PEER GROUP FOOD ITEM entity.

19.44.1.4.2 Format

The value will print in a currency format.

19.44.1.5 Override Price

19.44.1.5.1 Origin of Data Element

The value will be taken from the Override Price attribute of the PEERGROUPOODITEM entity.

19.44.1.5.2 Format

The value will print in a currency format.

19.44.1.6 Max Price

19.44.1.6.1 Origin of Data Element

The value will be taken from the Max-Price attribute of the PEER GROUP FOOD ITEM entity.

19.44.1.6.2 Format

The value will print in a currency format.

19.44.2 Filter Criteria

19.44.2.1 Peer Group

All food items associated with the Peer Group will be included in the report.

19.44.3 Sort Order

19.44.3.1 Item ID

The report will be sorted by Item ID.

19.44.4 Control Breaks

No control breaks are defined for this report.

19.44.5 Control Totals

No control totals are defined for this report.

19.44.6 Frequency and Distribution

Frequency	- On demand
Data current as of	- Current Date
Output type	- Screen or Paper
Report Level	- State

19.45 Generate Vendors with No Activity Report Dialog

The Generate Vendors with No Activity dialog allows the user to generate a list of vendors with no activity for a given date range. It is displayed when the user selects the Vendors with No Activity list item from the Reports display list.

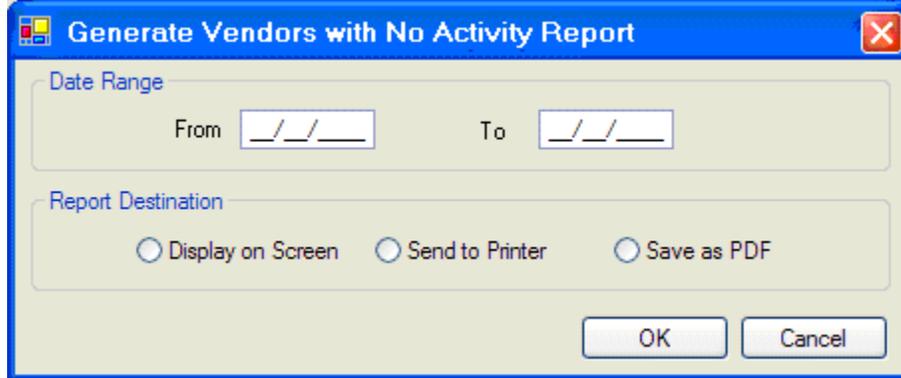


Figure 23 – Generate Vendors with No Activity Report Dialog

19.45.1 Controls

This section describes the behavior of the controls on the Generate Vendors with No Activity Report dialog.

19.45.1.1 Date Range From Masked Edit Box (From)

This control allows the user to enter the start date of the date range on which to filter the Vendors with No Activity report. The masked edit box will be enabled when the Generate Vendors with No Activity Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date must be less than or equal to the current date. An entry is required in this control.

19.45.1.2 Date Range To Masked Edit Box (To)

This control allows the user to specify the end date of the date range on which to filter the Vendors with No Activity report. The masked edit box will be enabled when the Generate Vendors with No Activity Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date must be less than or equal to the system date and the Date Range “from” date. An entry is required in this control.

19.45.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendors with No Activity Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.45.1.4 OK Button

The OK button will be enabled when the Generate Vendors with No Activity Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.45.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendors with No Activity Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.45.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendors with No Activity Report dialog.

19.45.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered, the system will display a standard error message with the text “An entry is required for the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If an invalid date has been entered in a date field, the system will display a standard error message with the text “Invalid dated entered.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will display a standard error message with the text “Beginning of date range must be equal to or less than end of date range.”

Once the controls have been validated, the system will generate the Vendors with No Activity report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.45.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendors with No Activity Report dialog and return the user to the Generate Reports dialog.

19.46 Vendors with No Activity Report (Output) VND025

The user may generate the Vendors with No Activity report from the Generate Reports dialog. The Vendors with No Activity report lists vendors with no check/food instrument activity for a given date range.

19.46.1 Data Elements

This section describes the data elements that will print on the document.

19.46.1.1 Report Title

The title of the report will be the text of “Vendors with No Activity”.

19.46.1.2 Vendor ID

19.46.1.2.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.46.1.2.2 Format

The value will print as its literal value.

19.46.1.3 Vendor Name

19.46.1.3.1 Origin of Data Element

The value will be taken from the TradeName attribute of the VENDOR entity.

19.46.1.3.2 Format

The value will print as its literal value.

19.46.1.4 Vendor Address

19.46.1.4.1 Origin of Data Element

The value will be taken from the PhysicalAddress1, PhysicalAddress2, PhysicalCity, PhysicalState, PhysicalZIP attribute of the VENDOR entity.

19.46.1.4.2 Format

The value will print as its literal value.

19.46.2 Filter Criteria

19.46.2.1 Check Activity

Active Vendors with no check activity for the selected date range will be included in the report.

19.46.3 Sort Order

19.46.3.1 Vendor ID

The report will be sorted first by Vendor ID.

19.46.4 Control Breaks

No control breaks are defined for this report.

19.46.5 Control Totals

No control totals are defined for this report.

19.46.6 Frequency and Distribution

- Frequency - On demand
- Data current as of - Current Date
- Output type - Screen, Paper, or PDF
- Report Level - State

19.47 Generate Vendors with 15 or More Sanction Points Report Dialog

The Generate Vendors with 15 or More Sanction Points Report dialog allows the user to generate a list of vendors who have 15 or more sanction points. It is displayed when the user selects the Vendors with 15 or More Sanction Points Report list item from the Reports display list.



Figure 24 –Generate Vendors with 15 or More Sanction Points Report Dialog

19.47.1 Controls

This section describes the behavior of the controls on the Generate Vendors with 15 or More Sanction Points Report dialog.

19.47.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendors with 15 or More Sanction Points Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.47.1.2 OK Button

The OK button will be enabled when the Generate Vendors with 15 or More Sanction Points Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.47.1.3 Cancel Button

The Cancel button will be enabled when the Generate Vendors with 15 or More Sanction Points Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.47.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendors with 15 or More Sanction Points Report dialog.

19.47.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

Once the controls have been validated, the system will generate the Vendors with 15 or More Sanction Points report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.47.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendors with 15 or More Sanction Points Report dialog and return the user to the Generate Reports dialog.

19.48 Vendors with 15 or More Sanction Points (Output) VND026

The Vendors with 15 or More Sanction Points report lists the Vendors that have accumulated 15 or more Sanction Points.

```
VND026
```

<XXXX> STATE DEPARTMENT OF HEALTH
VENDORS WITH 15 OR MORE SANCTION POINTS

RUN DATE XX/XX/XXXX
RUN TIME XX:XX:XX
PAGE: XXX

VENDOR ID	VENDOR NAME	TOTAL POINTS	CURRENT STATUS
XXXXXX	XX	XXXX	XXXXXXXXXX
XXXXXX	XX	XXXX	XXXXXXXXXX
XXXXXX	XX	XXXX	XXXXXXXXXX

*** END OF LISTING ***

19.48.1 Data Elements

This section describes the data elements that will print on the report.

19.48.1.1 Report Title

19.48.1.1.1 Origin of Data Element

The value will be the text “Vendors with 15 or More Sanction Points”.

19.48.1.1.2 Format

The value will print as its literal value.

19.48.1.2 Vendor ID

This value will be the ID of the Vendor.

19.48.1.2.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.48.1.2.2 Format

The value will print as its literal value.

19.48.1.3 Vendor Name

This value will be the name of the Vendor.

19.48.1.3.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.48.1.3.2 Format

The value will print as its literal value.

19.48.1.4 Total Points

This value will be the sum of all the sanction points for the vendor.

19.48.1.4.1 Origin of Data Element

The value will be taken from the sum of the Events and Follow-up Activities' sanction points.

19.48.1.4.2 Format

The value will print in XXXX format.

19.48.1.5 Current Status

This value will be the current status of the Vendor.

19.48.1.5.1 Origin of Data Element

The value will be taken from the Current-Status attribute of the VENDOR entity.

19.48.1.5.2 Format

The value will print as the textual description of the Vendor status.

19.48.2 Filter Criteria

The report will include Vendors who have accumulated 15 or more Sanction points during the reported month

19.48.3 Sort Order

19.48.3.1 Vendor ID

The report will be sorted by Vendor ID within County.

19.48.4 Control Breaks

No control breaks are defined for this report.

19.48.5 Control Totals

No control totals are defined for this report.

19.48.6 Frequency and Distribution

Frequency	- On-demand
Data current as of	- Current day
Output Type	- Paper, Screen, or PDF
Report Level	- State

19.49 Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report

When this report is selected, the system will display the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog to select criteria for printing the Food Instruments Redeemed within \$5.00 of the Maximum Allowed report. The report includes a listing of all vendors with one or more redeemed food instruments where the paid amount is within \$5.00 of the maximum price allowed for that food instrument type.

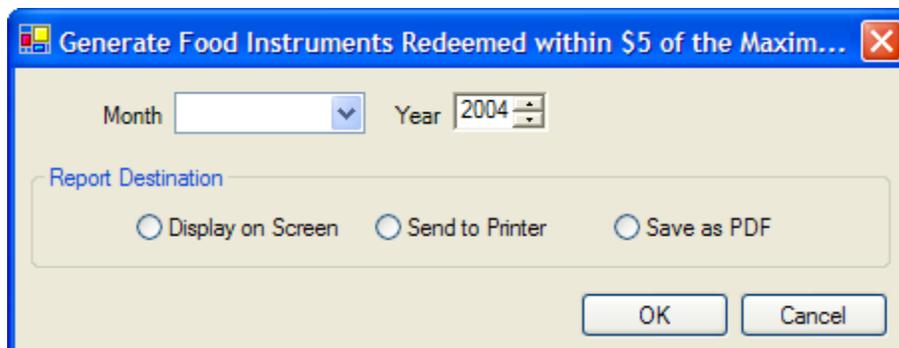


Figure 25 – Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report Dialog

19.49.1 Controls

19.49.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank.

An entry is required for this control. The month selected must be less than or equal to the current system month.

19.49.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). An entry is required for this control. The year selected must be less than or equal to the current system year.

19.49.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.49.1.4 OK Button

The OK button will be enabled when the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.49.1.5 Cancel Button

The Cancel button will be enabled when the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.49.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog.

19.49.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”

- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.49.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog and return to the Generate Reports dialog.

19.50 Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report (Output) VND027

The user may generate the Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report from the Generate Food Instruments Redeemed within \$5.00 of the Maximum Allowed Report dialog. The report includes a listing of all vendors with one or more redeemed food instruments where the paid amount is within \$5.00 of the maximum price allowed for that food instrument type.

Vendor ID	Vendor Name/Address	Dollars Below Maximum	Number FIS	% of Total Redeemed
VND027				
<State Name Department of Health> Food Instruments Redeemed Within \$5.00 of the Maximum Allowed Redemption Month of <March 2001>			RUN DATE XX/XX/XXXX RUN TIME XX:XX:XX PAGE: XXX	
Peer Group: XXX				
XXXXXX	XX	4.01 - 5.00	XXX,XXX	XXX.X
	XX	3.01 - 4.00	XXX,XXX	XXX.X
	XX	2.01 - 3.00	XXX,XXX	XXX.X
	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX XXXXX-XXXX	1.01 - 2.00	XXX,XXX	XXX.X
		.01 - 1.00	XXX,XXX	XXX.X
	Total FIS Redeemed XXX,XXX	At or Above Max	XXX,XXX	XXX.X
		Total	XXX,XXX	XXX.X
XXXXXX	XX	4.01 - 5.00	XXX,XXX	XXX.X
	XX	3.01 - 4.00	XXX,XXX	XXX.X
	XX	2.01 - 3.00	XXX,XXX	XXX.X
	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX XXXXX-XXXX	1.01 - 2.00	XXX,XXX	XXX.X
		.01 - 1.00	XXX,XXX	XXX.X
	Total FIS Redeemed XXX,XXX	At or Above Max	XXX,XXX	XXX.X
		Total	XXX,XXX	XXX.X
*** End of Report ***				

19.50.1 Data Elements

This section describes the data elements that will print on the report.

19.50.1.1 Report Title

19.50.1.1.1 Origin of Data Element

The title will be the text “Food Instruments Redeemed within \$5.00 of the Maximum Allowed”. The report will have a sub-title that shows the redemption month selected by the user.

19.50.1.1.2 Format

The value will print as a literal value. The sub-title will print in the format “Redemption Month of {Textual Month} {CCYY}”.

19.50.1.2 Redemption Month Of

19.50.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.50.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.50.1.3 Vendor ID

19.50.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.50.1.3.2 Format

This is a six-character value.

19.50.1.4 Vendor Name/Address

19.50.1.4.1 Origin of Data Element

These values come from the Trade_Name, Physical_Address_1, Physical_Address_2, Physical_City, Physical_State and Physical_Zip columns of the Vendor table.

19.50.1.4.2 Format

The name and address are 50-character values. The city is a 30-character value. The state code is a two-character value. The zip code is a nine-character value.

19.50.1.5 Number FIs

19.50.1.5.1 Origin of Data Element

This value is the count of food instruments redeemed by this vendor during the reported month where the Paid_Amt column of the Food_Instrument table is within \$5.00 of the maximum price for that food instrument type. Food instruments paid without issuance are not included. The maximum allowed price is taken from the vendor pricing tables.

Counts are accumulated for the following groups.

- Between \$4.01 and \$5.00 below maximum
- Between \$3.01 and \$4.00 below maximum
- Between \$2.01 and \$3.00 below maximum
- Between \$1.01 and \$2.00 below maximum
- Between \$.01 and \$1.00 below maximum
- At or above the maximum

19.50.1.5.2 Format

This is a six-digit number.

19.50.1.6 % of Total Redeemed

19.50.1.6.1 Origin of Data Element

This value is calculated by dividing the Number FIs for the line by the Total FIs Redeemed. The result is multiplied by 100 and rounded to the nearest decimal.

19.50.1.6.2 Format

This is a three-digit number plus one decimal place.

19.50.1.7 Total FIs Redeemed

19.50.1.7.1 Origin of Data Element

This value is the total count of food instruments redeemed by this vendor during the reported month. For totals, this value is the total count of food instruments redeemed for that group. For example, the count for a peer group is the total count of food instruments redeemed for the peer group not the vendors reported. It is possible that not all vendors within the peer group would be reported.

This total does include food instruments that were paid without issuance.

19.50.1.7.2 Format

This is a six-digit number.

19.50.2 Filter Criteria

19.50.2.1 Base of Data

The report is based on the following selection criteria.

- The food instrument paid date must be within the selected month.
- The vendor must have at least one food instrument where the paid amount of the food instrument is greater than or equal to \$5.00 below the maximum price allowed for that food instrument type.

19.50.3 Sort Order

19.50.3.1 Peer Group

This report will be sorted by peer group.

19.50.3.2 Vendor ID

This report will be sorted by vendor ID within peer group.

19.50.4 Control Breaks

19.50.4.1 Peer Group

A page break will occur on a change in peer group. Totals for all vendors will be accumulated for each peer group. The following values will be printed.

- Total FIs Redeemed
- Number FIs for each below maximum grouping
- Percent of total redeemed for each below maximum grouping

19.50.5 Grand Total

Totals for all Peer Groups will be accumulated as state totals. The following values will be printed.

- Total FIs Redeemed
- Number FIs for each below maximum grouping
- Percent of total redeemed for each below maximum grouping

19.50.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process.

19.51 Generate Vendors Whose Average Food Package Cost is More Than 10% Above Peer Group Average Report Dialog

When this report is selected, the system will display the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog to select criteria for printing the Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average report. This report includes a listing of all vendors whose average food package cost is more than 10% above their peer group average.



Figure 26 – Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report Dialog

19.51.1 Controls

19.51.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank.

A selection is required for this control. The month selected must be less than or equal to the current system month.

19.51.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). An entry is required for this control. The year selected must be less than or equal to the current system year.

19.51.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.51.1.4 OK Button

The OK button will be enabled when the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.51.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.51.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog.

19.51.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.51.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog and return to the Generate Reports dialog.

19.52 Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report (Output) VND028

The user may generate the Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report from the Vendors Whose Food Average Package Cost is More Than 10% Above Peer Group Average Report dialog. This report includes a listing of all vendors whose average food package cost by status grouping is more than 10% above their peer group average. Food instruments issued to breastfeeding and pregnant participants are grouped together when calculating the vendor average. Food instruments issued to Non-breastfeeding and child participants are grouped together when calculating the vendor average.

19.52.1 Data Elements

This section describes the data elements that will print on the report.

19.52.1.1 Report Title

19.52.1.1.1 Origin of Data Element

The text will be “Vendors Whose Food Package Cost is More Than 10% Above Peer Group Average”. The report will have a sub-title showing the redemption month chosen by the user.

19.52.1.1.2 Format

The title will print as a literal value. The sub-title will be in the format “Redemption Month {Textual Month} {CCYY}”.

19.52.1.2 Redemption Month Of

19.52.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.52.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.52.1.3 Vendor ID

19.52.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.52.1.3.2 Format

This is a six-character value.

19.52.1.4 Vendor Name/Address

19.52.1.4.1 Origin of Data Element

These values come from the Trade_Name, Physical_Address_1, Physical_Address_2, Physical_City, Physical_State and Physical_Zip columns of the Vendor table.

19.52.1.4.2 Format

The name and address are 50-character values. The city is a 30-character value. The state code is two-character value. The zip code is a nine-character value.

19.52.1.5 Infant

Food instruments redeemed within the selected month with the status of infant are included in this total. The average redemption amount is calculated by dividing the total of the Paid_Amount column of the Food Instrument table by the count of the selected food instruments. That result is rounded to the nearest decimal.

19.52.1.5.1 Origin of Data Element

For vendors this value is the average redemption amount of all food instruments redeemed for that vendor within the selected month. Only vendors with an average over 10% of the peer group average in one of the three status groupings are listed.

For peer group this value is the average redemption amount of all food instruments redeemed within the selected month for all vendors associated with that peer group.

For state totals this value is the average redemption amount of all food instruments redeemed within the selected month for all vendors.

19.52.1.5.2 Format

This is a five-digit number plus two decimal places.

19.52.1.6 Breastfeeding Pregnant

Food instruments redeemed within the selected month with the status of pregnant or breastfeeding are included in this total. The average redemption amount is calculated by dividing the total of the Paid_Amount column of the Food_Instrument table by the count of the selected food instruments. That result is rounded to the nearest decimal.

19.52.1.6.1 Origin of Data Element

For vendors this value is the average redemption amount of all food instruments redeemed for that vendor within the selected month. Only vendors with an average over 10% of the peer group average in one of the three status groupings are listed.

For peer group this value is the average redemption amount of all food instruments redeemed within the selected month for all vendors associated with that peer group.

For state totals this value is the average redemption amount of all food instruments redeemed within the selected month for all vendors.

19.52.1.6.2 Format

This is a five-digit number plus two decimal places.

19.52.1.7 Non-B/Feeding Child

Food instruments redeemed within the selected month with the status of non-breastfeeding or child are included in this total. The average redemption amount is calculated by dividing the total of the Paid_Amount column of the Food_Instrument table by the count of the selected food instruments. That result is rounded to the nearest decimal.

19.52.1.7.1 Origin of Data Element

For vendors this value is the average redemption amount of all food instruments redeemed for that vendor within the selected month. Only vendors with an average over 10% of the peer group average in one of the three status groupings are listed.

For peer group this value is the average redemption amount of all food instruments redeemed within the selected month for all vendors associated with that peer group.

For state totals this value is the average redemption amount of all food instruments redeemed within the selected month for all vendors.

19.52.1.7.2 Format

This is a five-digit number plus two decimal places.

19.52.2 Filter Criteria

19.52.2.1 Base of Data

The report is based on the following selection criteria.

- The food instrument paid date must be within the selected month.
- For peer group and state totals all food instruments with a paid date within the selected month are included.
- Only vendors with a food instrument average redemption amount over 10% greater than the peer group average for any one of the three status groupings are listed

19.52.3 Sort Order

19.52.3.1 Peer Group

This report will be sorted first by peer group.

19.52.3.2 Vendor ID

This report will be sorted by vendor ID within peer group.

19.52.4 Control Breaks

19.52.4.1 Peer Group

A page break will occur on a change in peer group. The vendor does not have to be listed on the report to be included in this total. Totals for all vendors will be accumulated for each peer group. The following values will be printed.

- Average redemption amount for status infant
- Average redemption amount for status pregnant or breastfeeding
- Average redemption amount for status non-breastfeeding or child

19.52.5 Grand Total

Totals for all peer groups will be accumulated as state totals. The following values will be printed.

- Average redemption amount for status infant
- Average redemption amount for status pregnant or breastfeeding
- Average redemption amount for status non-breastfeeding or child

19.52.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process.

19.53 Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report Dialog

When this report is selected, the system will display the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog to select criteria for printing the Food Instruments Redeemed within 85% of the Maximum Allowed report. The report includes a listing of all vendors with one or more redeemed food instruments where the paid amount is equal to or greater than 85% of the maximum price allowed for that food instrument type.

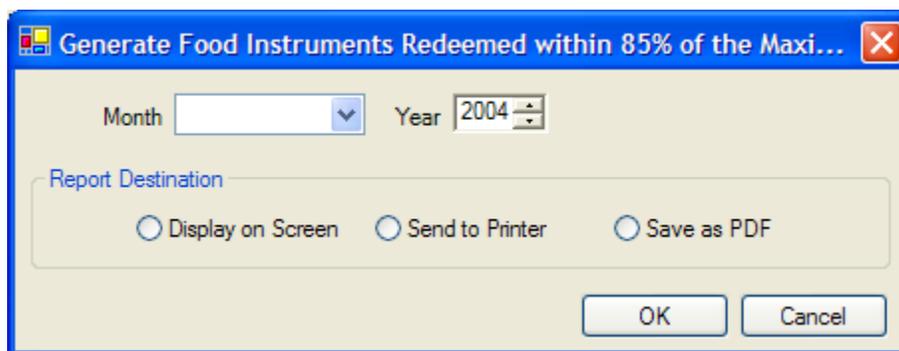


Figure 27 – Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report Dialog

19.53.1 Controls

19.53.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which are displayed in calendar month order within the list. The field will initially be blank. A selection is required for this control. The month selected must be less than or equal to the current system month.

19.53.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). An entry is required for this control. The year selected must be less than or equal to the current system year.

19.53.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.53.1.4 OK Button

The OK button will be enabled when the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.53.1.5 Cancel Button

The Cancel button will be enabled when the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.53.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog.

19.53.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”

- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.53.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog and return to the Generate Reports dialog.

19.54 Food Instruments Redeemed within 85% of the Maximum Allowed Report (Output) VND029

The user may generate the Food Instruments Redeemed within 85% of the Maximum Allowed Report from the Generate Food Instruments Redeemed within 85% of the Maximum Allowed Report dialog. The report includes a listing of all vendors with one or more redeemed food instruments where the paid amount is equal to or greater than 85% of the maximum price allowed for that food instrument type.

VND029

<State Name Department of Health>
 Food Instruments Redeemed Within 85% of the Maximum Allowed
 Redemption Month of <March 2001>

RUN DATE XX/XX/XXXX
 RUN TIME XX:XX:XX
 PAGE: XXX

Vendor ID	Vendor Name/Address	Percent of Maximum	Number FIs	% of Total Redeemed
-----------	---------------------	--------------------	------------	---------------------

Peer Group: XXX

XXXXXX	XX	85 - 89.9	XXX,XXX	XXX.X
	XX	90 - 94.9	XXX,XXX	XXX.X
	XX	95 - 100	XXX,XXX	XXX.X
	XX, XX XXXXX-XXXX	over 100	XXX,XXX	XXX.X
	Total FIs Redeemed XXX,XXX	Total	XXX,XXX	XXX.X

XXXXXX	XX	85 - 89.9	XXX,XXX	XXX.X
	XX	90 - 94.9	XXX,XXX	XXX.X
	XX	95 - 100	XXX,XXX	XXX.X
	XX, XX XXXXX-XXXX	over 100	XXX,XXX	XXX.X
	Total FIs Redeemed XXX,XXX	Total	XXX,XXX	XXX.X

*** End of Report ***

19.54.1 Data Elements

This section describes the data elements that will print on the report.

19.54.1.1 Report Title

19.54.1.1.1 Origin of Data Element

The value will be the text “Food Instruments Redeemed within 85% of the Maximum Allowed”. The report will have a sub-title that shows the redemption month chosen by the user.

19.54.1.1.2 Format

The title will print as a literal value. The sub-title will print in the format “Redemption Month {Textual Month} {CCYY}”.

19.54.1.2 Redemption Month Of

19.54.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.54.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY

19.54.1.3 Vendor ID

19.54.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.54.1.3.2 Format

This is a six-character value.

19.54.1.4 Vendor Name/Address

19.54.1.4.1 Origin of Data Element

These values come from the Trade_Name, Physical_Address_1, Physical_Address_2, Physical_City, Physical_State and Physical_Zip columns of the Vendor table.

19.54.1.4.2 Format

The name and address are 50-character values. The city is a 30-character value. The state code is a two-character value. The zip code is a nine-character value.

19.54.1.5 Number FIs

19.54.1.5.1 Origin of Data Element

This value is the count of food instruments redeemed by this vendor during the reported month where the Paid_Amt column of the Food_Instrument table is equal to or greater than 85% of the maximum price for that food instrument type. Food instruments paid without issuance are not included. The maximum allowed price is taken from the vendor pricing tables.

Counts are accumulated for the following groups.

- Between 85 and 89.9 % of maximum
- Between 90 and 94.9 % of maximum
- Between 95 and 100 % of maximum
- Over 100 % of maximum

19.54.1.5.2 Format

This is a six-digit number.

19.54.1.6 % of Total Redeemed

19.54.1.6.1 Origin of Data Element

This value is calculated by dividing the Number FIs for the line by the Total FIs Redeemed. The result is multiplied by 100 and rounded to the nearest decimal.

19.54.1.6.2 Format

This is a three-digit number plus one decimal place.

19.54.1.7 Total FIs Redeemed

19.54.1.7.1 Origin of Data Element

This value is the total count of food instruments redeemed by this vendor during the reported month. For totals, this value is the total count of food instruments redeemed for that group. For example, the count for a peer group is the total count of food instruments redeemed for the peer group not the vendors reported. It is possible that not all vendors within the peer group would be reported.

This total does include food instruments that were paid without issuance.

19.54.1.7.2 Format

This is a six-digit number.

19.54.2 Filter Criteria

19.54.2.1 Base of Data

The report is based on the following selection criteria.

- The food instrument paid date must be within the selected month.
- The vendor must have at least one food instrument where the paid amount of the food instrument is greater than or equal to 85% of the maximum price allowed for that food instrument type.

19.54.3 Sort Order

19.54.3.1 Peer Group

This report will be sorted by peer group.

19.54.3.2 Vendor ID

This report will be sorted by vendor ID within peer group.

19.54.4 Control Breaks

19.54.4.1 Peer Group

A page break will occur on a change in peer group. Totals for all vendors will be accumulated for each peer group. The vendor does not have to be listed on the report to be included in this total. The following values will be printed.

- Total FIs Redeemed
- Number FIs for each total grouping as described above
- Percent of total redeemed for each percent of maximum grouping

19.54.5 Grand Total

Totals for all peer groups will be accumulated as state totals. The following values will be printed.

- Total FIs Redeemed
- Number FIs for each total grouping
- Percent of total redeemed for each percent of maximum grouping

19.54.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process.

19.55 Generate Vendor Activity Summary Report Dialog

When this report is selected, the system will display the Generate Vendor Activity Summary Report dialog to select criteria for printing the Vendor Activity Summary report. The report includes history and informational data for all vendors with redemption activity within the current fiscal year.

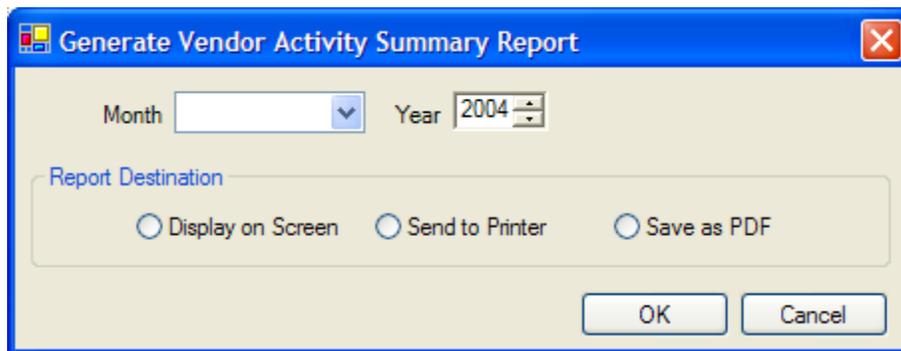


Figure 28 – Generate Vendor Activity Summary Report Dialog

19.55.1 Controls

19.55.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Vendor Activity Summary Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which are displayed in calendar month order within the list. The field will initially be blank. A selection is required for this control. The month selected must be less than or equal to the current system month.

19.55.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Vendor Activity Summary Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). An entry is required for this control. The year selected must be less than or equal to the current system year.

19.55.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Activity Summary Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.55.1.4 OK Button

The OK button will be enabled when the Generate Vendor Activity Summary Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.55.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendor Activity Summary Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.55.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Activity Summary Report dialog.

19.55.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Vendor Activity Summary Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.55.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Activity Summary Report dialog and return to the Generate Reports dialog.

19.56 Vendor Activity Summary Report (Output) VND030

The user may generate the Vendor Activity Summary Report from the Generate Vendor Activity Summary Report dialog. The report includes history and informational data for all vendors with redemption activity within the current fiscal year.

19.56.1 Data Elements

This section describes the data elements that will print on the report.

19.56.1.1 Report Title

19.56.1.1.1 Origin of Data Element

The value will be the text “Vendor Activity Summary”. The report will have a sub-title that indicates the redemption month chosen by the user.

19.56.1.1.2 Format

The title will print as a literal value.

The sub-title will print in the format “Redemption Month {Textual Month} {CCYY}”.

19.56.1.2 Redemption Month Of

19.56.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.56.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.56.1.3 Vendor ID

19.56.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.56.1.3.2 Format

This is a six-character value.

19.56.1.4 Vendor Name/City/State/Zip

19.56.1.4.1 Origin of Data Element

These values come from the Trade_Name, Physical_City, Physical_State and Physical_Zip columns of the Vendor table.

19.56.1.4.2 Format

The name is a 50-character value that is truncated to 40-characters. The city is a 30-character value that is truncated to 25-characters. The state code is a two-character value. The zip code is a nine-character value.

19.56.1.5 On System Since

19.56.1.5.1 Origin of Data Element

This value comes from the Date_Initial_Contract column of the Vendor table.

19.56.1.5.2 Format

This is an eight-digit date that will print in MM/DD/CCYY format.

19.56.1.6 Term Date

19.56.1.6.1 Origin of Data Element

This value comes from the Date_Of_Change column of the vendor Status_History table.

19.56.1.6.2 Format

This is an eight-digit date that will print in MM/DD/CCYY format.

19.56.1.7 Reinstate Date

19.56.1.7.1 Origin of Data Element

This value comes from the Reinstatement_Date column of the Vendor table.

19.56.1.7.2 Format

This is an eight-digit date that will print in MM/DD/CCYY format.

19.56.1.8 Nbr FI Paid Last 12 Months

19.56.1.8.1 Origin of Data Element

This value is the total count of food instruments redeemed by this vendor during the reported month and the eleven months prior.

19.56.1.8.2 Format

This is a seven-digit number.

19.56.1.9 Dollars Processed

19.56.1.9.1 Origin of Data Element

This value is the sum of the dollars paid and the dollars rejected.

19.56.1.9.2 Format

This is a seven-digit number plus two decimal points.

19.56.1.10 Dollars Paid

19.56.1.10.1 Origin of Data Element

This value is the sum of the Paid_Amt column from the Food_Instrument table for all of the vendor's food instruments with a paid date during the selected period.

Current month is the month selected when the report was submitted. Fiscal year is the year-to-date value from the start of the current fiscal year to the current month. If the month of July 2002 were selected, the fiscal year value would include months from October 2001 to July 2002, inclusive.

19.56.1.10.2 Format

This is a seven-digit number plus two decimal places.

19.56.1.11 Dollars Rejected

19.56.1.11.1 Origin of Data Element

This value is the sum of the Presentment_Amt column from the Food_Instrument table for all of the vendor's non-paid food instruments with a rejected date during the selected period.

Current month is the month selected when the report was submitted. Fiscal year is the year-to-date value from the start of the fiscal year of the selected month to the current month. If the month of July 2002 were selected, the fiscal year value would include months from October 2001 to July 2002, inclusive.

19.56.1.11.2 Format

This is a seven-digit number plus two decimal points.

19.56.2 Filter Criteria

19.56.2.1.1 Base of Data

The report is based on the following selection criteria.

- All paid and rejected food instruments with paid/rejected dates during the report period are totaled. For current month, that is the month selected when the report was submitted. For fiscal year, it is the months from the start of the fiscal year of the selected month to the selected month. If the month of July 2002 were selected, the fiscal year value would include months from October 2001 to July 2002, inclusive.
- All vendors with a paid or rejected food instrument during the reported period are included on the report.

19.56.3 Sort Order

19.56.3.1.1 Vendor ID

This report will be sorted by vendor ID.

19.56.4 Control Breaks

There are no control breaks defined for this report.

19.56.5 Grand Total

State totals are not applicable for this report.

19.56.6 Frequency and Distribution

This report can be generated on demand.

19.57 Generate Vendor Error Analysis Report Dialog

When this report is selected, the system will display the Generate Vendor Error Analysis Report dialog to select criteria for printing the Vendor Error Analysis report. The report includes a listing of all vendors with food instruments rejected for payment during the selected month.

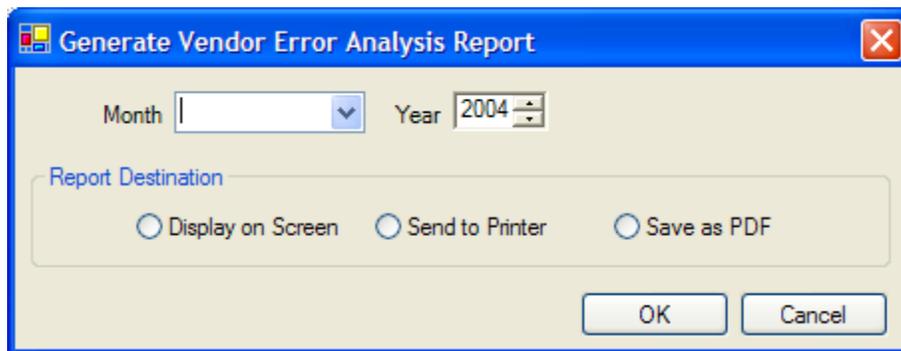


Figure 29 – Generate Vendor Error Analysis Report Dialog

19.57.1 Controls

19.57.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Vendor Error Analysis Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank.

A selection is required for this control. The month selected must be less than or equal to the current system month.

19.57.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Vendor Error Analysis Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for this control. The year selected must be less than or equal to the current system year.

19.57.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Error Analysis Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.57.1.4 OK Button

The OK button will be enabled when the Generate Vendor Error Analysis Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.57.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendor Error Analysis Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.57.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Error Analysis Report dialog.

19.57.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Vendor Error Analysis Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.57.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Error Analysis Report dialog and return to the Generate Reports dialog.

19.58 Vendor Error Analysis Report (Output) VND031

The user may generate the Vendor Error Analysis Report from the Generate Vendor Error Analysis Report dialog. The report includes a listing of all vendors with food instruments rejected for payment during the selected month. The text associated with the reject reason codes will be based on table input for each individual state.

19.58.1 Data Elements

This section describes the data elements that will print on the report.

19.58.1.1 Report Title

19.58.1.1.1 Origin of Data Element

The value will be the text “Vendor Error Analysis”. The report will have a sub-title that indicates the redemption month chosen by the user.

19.58.1.1.2 Format

The title will print as a literal value.

The sub-title will print in the format “Redemption Month {Textual Month} {CCYY}”.

19.58.1.2 Redemption Month Of

19.58.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.58.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.58.1.3 Vendor ID

19.58.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.58.1.3.2 Format

This is a six-character value.

19.58.1.4 Vendor Name/City

19.58.1.4.1 Origin of Data Element

These values come from the Trade_Name and Physical_City columns of the Vendor table.

19.58.1.4.2 Format

The name is a 50-character value that is truncated to 40-characters. The city is a 30-character value.

19.58.1.5 Dollars Processed

19.58.1.5.1 Origin of Data Element

This value is the sum of the dollars paid and the dollars rejected. The dollars paid is the sum of the Paid_Amt column from the Food_Instrument table for all of the vendor's food instruments with a paid date during the selected month. The dollars rejected is the sum of the Presentment_Amt column from the Food_Instrument table for all of the vendor's non-paid food instruments with a rejection date during the selected month.

19.58.1.5.2 Format

This is a seven-digit number plus two decimal places.

19.58.1.6 Number Processed

19.58.1.6.1 Origin of Data Element

This value is the count of the vendor's food instruments paid and rejected during the reported month. Paid food instruments will have a paid date during the selected month. Rejected food instrument will not be paid and will have a rejection date during the selected month.

19.58.1.6.2 Format

This is a six-digit number.

19.58.1.7 Number Rejected

19.58.1.7.1 Origin of Data Element

This value is the count of the vendor's food instruments with rejection date within the selected month. If the food instrument was subsequently paid, the food instrument is still counted in the number rejected.

19.58.1.7.2 Format

This is a six-digit number.

19.58.1.8 Number of Errors by Type

19.58.1.8.1 Origin of Data Element

This value is the count of the vendor's food instruments with rejection date within the selected month, grouped by reject-reason code. If the food instrument was subsequently paid, the food instrument is still counted in the number rejected. If the food instrument is rejected more than once, the food instrument is counted in the total for the first reject-reason code.

19.58.1.8.2 Format

This is a four-digit number.

19.58.1.9 Percent Rejected

19.58.1.9.1 Origin of Data Element

This value is calculated by dividing the Number Rejected for the line by the Number Processed for the line. The result is multiplied by 100 and rounded to the nearest decimal.

19.58.1.9.2 Format

This is a three-digit number plus two decimal places.

19.58.1.10 Reject Codes

19.58.1.10.1 Origin of Data Element

The printed values are determined by the state assigned rejection codes and their descriptions.

19.58.1.10.2 Format

The rejection codes will print as their literal values. They will print as a legend at the bottom of the report.

19.58.2 Filter Criteria

19.58.2.1 Base of Data

The report is based on the following selection criteria.

- The food instrument paid date must be within the selected month or the food instrument paid date must be zero and the food instrument rejected date is within the selected month.

19.58.3 Sort Order

19.58.3.1 Percent Rejected

This report will be sorted by percent rejected, in descending sequence.

19.58.3.2 Vendor ID

This report will be sorted by vendor ID within percent rejected.

19.58.4 Control Breaks

There are no control breaks defined for this report.

19.58.5 Grand Total

Totals for all peer groups will be accumulated as state totals. The following values will be printed.

- Dollars processed
- Number processed

- Number rejected
- Number of errors by type
- Percent rejected

19.58.6 Frequency and Distribution

This report can be generated on demand.

19.59 Generate Vendor Listing - Alphabetic by Vendor Name Report Dialog

When this report is selected, the system will display the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog to select criteria for printing the Vendor Listing – Alphabetic by Vendor Name report. The report includes a listing of all vendors on the system.

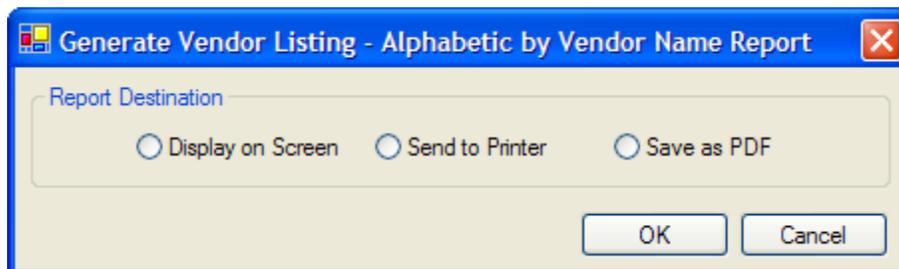


Figure 30 – Generate Vendor Listing – Alphabetic by Vendor Name Report Dialog

19.59.1 Controls

19.59.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.59.1.2 OK Button

The OK button will be enabled when the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.59.1.3 Cancel Button

The Cancel button will be enabled when the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.59.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog.

19.59.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.59.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog and return to the Generate Reports dialog.

19.60 Vendor Listing – Alphabetic by Vendor Name Report (Output) VND032

The user may generate the Vendor Listing – Alphabetic by Vendor Name Report from the Generate Vendor Listing – Alphabetic by Vendor Name Report dialog. The report includes a listing of all vendors on the system

19.60.1 Data Elements

This section describes the data elements that will print on the report.

19.60.1.1 Report Title

19.60.1.1.1 Origin of Data Element

The value will be the text “Vendor Listing – Alphabetic by Vendor Name”. There is no sub-title for this report.

19.60.1.1.2 Format

The title will print as a literal value.

19.60.1.2 Vendor ID

19.60.1.2.1 Origin of Data Element

This value comes from the Vendor_ID column of the Vendor table.

19.60.1.2.2 Format

This is a six-character value.

19.60.1.3 Peer Group

19.60.1.3.1 Origin of Data Element

This value comes from the Peer_Group column of the Vendor table.

19.60.1.3.2 Format

This is a two-character value.

19.60.1.4 Vendor Name

19.60.1.4.1 Origin of Data Element

This value comes from the Trade_Name column of the Vendor table.

19.60.1.4.2 Format

The name is a 50-character value that is truncated to 30-characters.

19.60.1.5 Vendor Address

19.60.1.5.1 Origin of Data Element

This value comes from the Physical_Address_1 column of the Vendor table.

19.60.1.5.2 Format

The address is a 50-character value that is truncated to 35-characters.

19.60.1.6 Vendor City

19.60.1.6.1 Origin of Data Element

This value comes from the Physical_City column of the Vendor table.

19.60.1.6.2 Format

The city is a 30-character value that is truncated to 25-characters.

19.60.1.7 Vendor State

19.60.1.7.1 Origin of Data Element

This value comes from the Physical_State column of the Vendor table.

19.60.1.7.2 Format

The code is a two-character value.

19.60.1.8 Vendor Zip

19.60.1.8.1 Origin of Data Element

This value comes from the Physical_Zip column of the Vendor table.

19.60.1.8.2 Format

The city is nine-character value that is formatted XXXXX-XXXX.

19.60.1.9 Term Date

19.60.1.9.1 Origin of Data Element

This value comes from the Date_Of_Change column of the vendor Status_History table. It is the last date the vendor status was changed to “Administrative Terminated”. This value is not displayed if the current vendor status is “Enrolled”.

19.60.1.9.2 Format

This is an eight-digit number that is formatted MM/DD/CCYY.

19.60.1.10 Reinstate Date

19.60.1.10.1 Origin of Data Element

This value comes from the Reinstate_Date column of the Vendor table. It represents the day the vendor may reapply to WIC after being disqualified.

19.60.1.10.2 Format

This is an eight-digit number that is formatted MM/DD/CCYY.

19.60.2 Filter Criteria

19.60.2.1 Base of Data

All vendors on the Vendor table are listed on the report.

19.60.3 Sort Order

19.60.3.1 Vendor Name

This report will be sorted first by vendor name.

19.60.3.2 Vendor City

This report will be sorted by vendor city within vendor name.

19.60.3.3 Vendor ID

This report will be sorted by vendor ID within vendor city.

19.60.4 Control Breaks

Control breaks are not applicable for this report.

19.60.5 Grand Total

State totals are not applicable for this report.

19.60.6 Frequency and Distribution

This report can be generated on demand.

19.61 Generate Vendor Listing - Numeric by Vendor ID Report Dialog

When this report is selected, the system will display the Generate Vendor Listing – Numeric by Vendor ID Report dialog to select criteria for printing the Vendor Listing – Numeric by Vendor ID report. The report includes a listing of all vendors on the system.

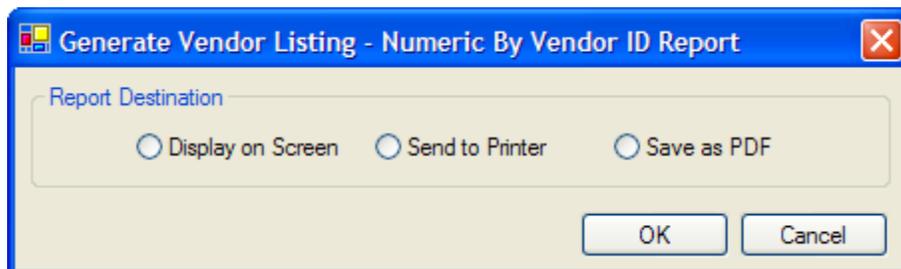


Figure 31 – Generate Vendor Listing – Numeric by Vendor ID Report Dialog

19.61.1 Controls

19.61.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor Listing – Numeric by Vendor ID Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.61.1.2 OK Button

The OK button will be enabled when the Generate Vendor Listing – Numeric by Vendor ID Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.61.1.3 Cancel Button

The Cancel button will be enabled when the Generate Vendor Listing – Numeric by Vendor ID Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.61.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor Listing – Numeric by Vendor ID Report dialog.

19.61.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Vendor Listing – Numeric by Vendor ID Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.61.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor Listing – Numeric by Vendor ID Report dialog and return to the Generate Reports dialog.

19.62 Vendor Listing – Numeric by Vendor ID Report (Output) VND033

The user may generate the Vendor Listing – Numeric by Vendor ID Report from the Generate Vendor Listing – Numeric by Vendor ID Report Dialog. The report includes a listing of all vendors on the system

VND033		<State Name Department of Health> Vendor Listing Numeric by Vendor ID			RUN DATE XX/XX/XXXX RUN TIME XX:XX:XX PAGE: XXX	
Vendor ID	Peer Group	Vendor Name	Address City State Zip	Term Date	Reinstate Date	
XXXXXX	XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX XXXXX-XXXX	XX/XX/XXXX	XX/XX/XXXX	
XXXXXX	XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX XXXXX-XXXX	XX/XX/XXXX	XX/XX/XXXX	
XXXXXX	XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX XXXXX-XXXX	XX/XX/XXXX	XX/XX/XXXX	
XXXXXX	XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX XXXXX-XXXX	XX/XX/XXXX	XX/XX/XXXX	

*** End of Report ***

19.62.1 Data Elements

This section describes the data elements that will print on the report.

19.62.1.1 Report Title

19.62.1.1.1 Origin of Data Element

The value of the heading will be the text “Vendor Listing” “Numeric by Vendor ID”.

19.62.1.1.2 Format

The title will print as a literal value on two lines.

19.62.1.2 Vendor ID

19.62.1.2.1 Origin of Data Element

This value comes from the Vendor_ID column of the Vendor table.

19.62.1.2.2 Format

This is a six-character value

19.62.1.3 Peer Group

19.62.1.3.1 Origin of Data Element

This value comes from the Peer_Group column of the Vendor table.

19.62.1.3.2 Format

This is a two-character value.

19.62.1.4 Vendor Name

19.62.1.4.1 Origin of Data Element

This value comes from the Trade_Name column of the Vendor table.

19.62.1.4.2 Format

The name is a 50-character value that is truncated to 30-characters.

19.62.1.5 Vendor Address

19.62.1.5.1 Origin of Data Element

This value comes from the Physical_Address_1 column of the Vendor table.

19.62.1.5.2 Format

The address is a 50-character value that is truncated to 35-characters.

19.62.1.6 Vendor City

19.62.1.6.1 Origin of Data Element

This value comes from the Physical_City column of the Vendor table.

19.62.1.6.2 Format

The city is a 30-character value that is truncated to 25-characters.

19.62.1.7 Vendor State

19.62.1.7.1 Origin of Data Element

This value comes from the Physical_State column of the Vendor table.

19.62.1.7.2 Format

The code is a two-character value.

19.62.1.8 Vendor Zip

19.62.1.8.1 Origin of Data Element

This value comes from the Physical_Zip column of the Vendor table.

19.62.1.8.2 Format

The city is nine-character value that is formatted XXXXX-XXXX.

19.62.1.9 Term Date

19.62.1.9.1 Origin of Data Element

This value comes from the Date_Of_Change column of the vendor Status_History table. It is the last date the vendor status was changed to “Administrative Terminated”. This value is not displayed if the current vendor status is “Enrolled”.

19.62.1.9.2 Format

This is an eight-digit number that is formatted MM/DD/CCYY.

19.62.1.10 Reinstate Date

19.62.1.10.1 Origin of Data Element

This value comes from the Reinstate_Date column of the Vendor table. It represents the day the vendor may reapply to WIC after being disqualified.

19.62.1.10.2 Format

This is an eight-digit number that is formatted MM/DD/CCYY.

19.62.2 Filter Criteria

19.62.2.1 Base of Data

All vendors on the Vendor table are listed on the report.

19.62.3 Sort Order

19.62.3.1 Vendor ID

This report will be sorted by vendor ID.

19.62.4 Control Breaks

Control breaks are not applicable for this report.

19.62.5 Grand Total

State totals are not applicable for this report.

19.62.6 Frequency and Distribution

This report can be generated on demand.

19.63 Generate Vendors with No Redemptions in Last 90 Days Report Dialog

When this report is selected, the system will display the Generate Vendors with No Redemptions in Last 90 Days Report dialog to select criteria for printing the Vendors with No Redemptions in Last 90 Days report. The report includes a list of active vendors with no redeemed food instruments during the last three months. Vendors that have been on the system less than three months are not included.

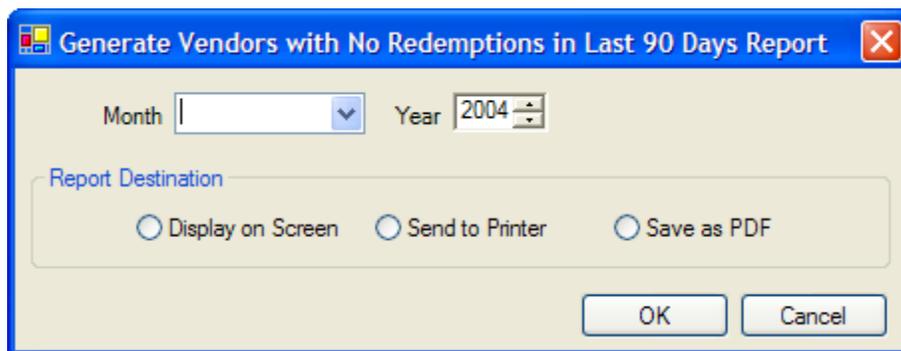


Figure 32 – Generate Vendors with No Redemptions in Last 90 Days Report Dialog

19.63.1 Controls

19.63.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Overcharges Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which are displayed in calendar month order within the list. The field will initially be blank. A selection is required for this control. The month selected must be less than or equal to the current system month.

19.63.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Overcharges Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for this control. The year selected must be less than or equal to the current system year.

19.63.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendors with No Redemptions in Last 90 Days Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.63.1.4 OK Button

The OK button will be enabled when the Generate Vendors with No Redemptions in Last 90 Days Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.63.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendors with No Redemptions in Last 90 Days Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.63.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendors with No Redemptions in Last 90 Days Report dialog.

19.63.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Vendors with No Redemptions in Last 90 Days Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.63.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendors with No Redemptions in Last 90 Days Report dialog and return to the Generate Reports dialog.

19.64 Vendors with No Redemptions in Last 90 Days Report (Output) VND034

The user may generate the Vendors with No Redemptions in Last 90 Days Report from the Generate Vendors with No Redemptions in Last 90 Days Report dialog. The report includes a list of active vendors with no redeemed food instruments during the last three months. Vendors that have been on the system less than three months are not included. The reported month comes from the month value selected by the user.

VND034

<State Name Department of Health>
Vendors With No Redemptions in Last 90 Days
Redemption Month of <March 2001>

RUN DATE XX/XX/XXXX
RUN TIME XX:XX:XX
PAGE: XXX

Vendor ID	Name	Address	City & State	Zip
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX	XXXXX-XXXX
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX	XXXXX-XXXX
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX	XXXXX-XXXX
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX, XX	XXXXX-XXXX

*** End of Report ***

19.64.1 Data Elements

This section describes the data elements that will print on the report.

19.64.1.1 Report Title

19.64.1.1.1 Origin of Data Element

The report title text will be “Vendors with No Redemptions in Last 90 Days”. The report will have a sub-title to show the month being reported.

19.64.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “Redemption Month of {Textual Month} {CCYY}”.

19.64.1.2 Redemption Month Of

19.64.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.64.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.64.1.3 Vendor ID

19.64.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.64.1.3.2 Format

This is a six-character value.

19.64.1.4 Vendor Name

19.64.1.4.1 Origin of Data Element

This value comes from the Trade_Name column of the Vendor table.

19.64.1.4.2 Format

The name is a 50-character value that is truncated to 40-characters.

19.64.1.5 Vendor Address

19.64.1.5.1 Origin of Data Element

This value comes from the Physical_Address_1 column of the Vendor table.

19.64.1.5.2 Format

The address is a 50-character value that is truncated to 30-characters.

19.64.1.6 Vendor City & State

19.64.1.6.1 Origin of Data Element

The city value comes from the Physical_City column of the Vendor table. The state value comes from the Physical_State column of the Vendor table.

19.64.1.6.2 Format

The city is a 30-character value that is truncated to 25-characters and is concatenated with the state code.

19.64.1.7 Vendor Zip

19.64.1.7.1 Origin of Data Element

This value comes from the Physical_Zip column of the Vendor table.

19.64.1.7.2 Format

The name is a nine-character value that is formatted XXXXX-XXXX.

19.64.2 Filter Criteria

19.64.2.1 Base of Data

Active vendors with no redeemed food instruments during the three months prior are listed on the report. Vendors that have been on the system less than three months are not included.

19.64.3 Sort Order

19.64.3.1 Vendor ID

This report will be sorted by vendor ID.

19.64.4 Control Breaks

There are no control breaks defined for this report.

19.64.5 Grand Total

State totals are not applicable for this report.

19.64.6 Frequency and Distribution

This report can be generated on demand.

19.65 Generate Overcharges Report Dialog

When this report is selected, the system will display the Generate Overcharges Report dialog to select criteria for printing the Overcharges report. The report includes a listing of all vendors and their food instruments redeemed for an amount higher than 10% over the vendor average price.

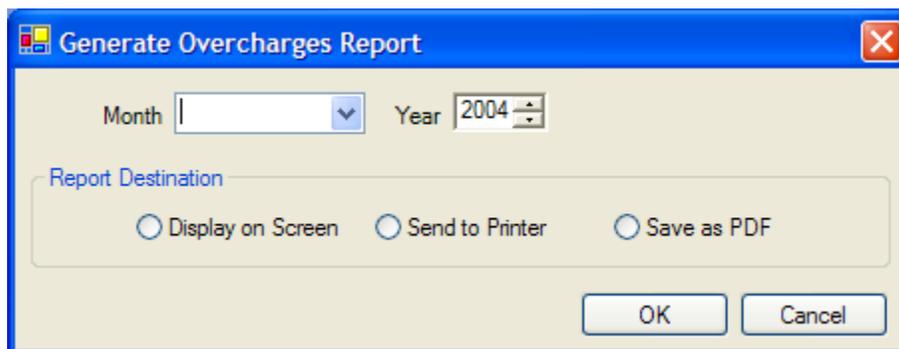


Figure 33 – Generate Overcharges Report Dialog

19.65.1 Controls

19.65.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Overcharges Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which are displayed in calendar month order within the list. The field will initially be blank. A selection is required for this control. The month selected must be less than or equal to the current system month.

19.65.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Overcharges Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). An entry is required for this control. The year selected must be less than or equal to the current system year.

19.65.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Overcharges Report dialog is active. There will be three (3) report destinations:

- Display on Screen

- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.65.1.4 OK Button

The OK button will be enabled when the Generate Overcharges Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.65.1.5 Cancel Button

The Cancel button will be enabled when the Generate Overcharges Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.65.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Overcharges Report dialog.

19.65.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the Overcharges report to the selected report destination, dismiss the Generate Overcharges Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.65.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Overcharges Report dialog and return to the Generate Reports dialog.

19.66 Overcharges Report (Output) VND035

The user may generate the Overcharges Report from the Generate Overcharges Report dialog. The report includes a listing of all vendors and their food instruments redeemed for an amount higher than 10% over the vendor average price.

VND035										
<State Name Department of Health>										
Overcharges										
Redemption Month of <March 2001>										
RUN DATE XX/XX/XXXX										
RUN TIME XX:XX:XX										
PAGE: XXX										
Vendor ID	PEER Group	F.I. Number	First Use Date	Paid Date	***** Paid	***** Average	***** Excess	***** Max	***** Amounts ***** Food Package Contents	
XXXXXX	XX	XXXXXXXX	XX/XX/XXXX	XX/XX/XXXX	XX,XXX.XX	Xx,XXX.XX	XX,XXX.XX	XX,XXX.XX	XXXXXXXXXX	- XXX
									XXXXXXXXXX	- XXX
									XXXXXXXXXX	- XXX
									XXXXXXXXXX	- XXX
XXXXXX	XX	XXXXXXXX	XX/XX/XXXX	XX/XX/XXXX	XX,XXX.XX	XX,XXX.XX	XX,XXX.XX	XX,XXX.XX	XXXXXXXXXX	- XXX
									XXXXXXXXXX	- XXX
XXXXXX	XX	XXXXXXXX	XX/XX/XXXX	XX/XX/XXXX	XX,XXX.XX	XX,XXX.XX	XX,XXX.XX	XX,XXX.XX	XXXXXXXXXX	- XXX
									XXXXXXXXXX	- XXX
									XXXXXXXXXX	- XXX

*** End of Report ***

19.66.1 Data Elements

This section describes the data elements that will print on the report.

19.66.1.1 Report Title

19.66.1.1.1 Origin of Data Element

The title will be the text “Overcharges”. The report will have a sub-title that shows the redemption month selected by the user.

19.66.1.1.2 Format

The value will print as a literal value. The sub-title will print in the format “Redemption Month of {Textual Month} {CCYY}”.

19.66.1.2 Redemption Month Of

19.66.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.66.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.66.1.3 Vendor ID

19.66.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.66.1.3.2 Format

This is a three-character value.

19.66.1.4 Peer Group

19.66.1.4.1 Origin of Data Element

This value comes from the Peer_Group column of the Vendor table.

19.66.1.4.2 Format

This is a two-character value.

19.66.1.5 F.I. Number

19.66.1.5.1 Origin of Data Element

This value comes from the Serial_No column of the Food_Instrument table.

19.66.1.5.2 Format

This is an eight-character value.

19.66.1.6 First Use Date

19.66.1.6.1 Origin of Data Element

This value comes from the First_Use_Date column of the Food_Instrument_Set table.

19.66.1.6.2 Format

This is an eight-digit value formatted MM/DD/CCYY.

19.66.1.7 Paid Date

19.66.1.7.1 Origin of Data Element

This value comes from the Paid Date column of the Food_Instrument table.

19.66.1.7.2 Format

This is an eight-digit value formatted MM/DD/CCYY.

19.66.1.8 Paid Amount

19.66.1.8.1 Origin of Data Element

This value comes from the Paid_Amt column of the Food_Instrument table.

19.66.1.8.2 Format

This is a five-digit value plus two decimal places.

19.66.1.9 Average Amount

19.66.1.9.1 Origin of Data Element

This value is the average price for the peer group's food instrument type. The value comes from the Avg_Price column of the Peer_Group_Food_Inst_Type_Price table.

19.66.1.9.2 Format

This is a four-digit value plus two decimal places.

19.66.1.10 Excess Amount

19.66.1.10.1 Origin of Data Element

This value is the difference between the Paid Amount and the Average Amount.

19.66.1.10.2 Format

This is a five-digit value plus two decimal places.

19.66.1.11 Max Amount

19.66.1.11.1 Origin of Data Element

This value is the maximum price for the peer group's food instrument type. The value comes from the Price column of the Peer_Group_Food_Inst_Type_Price table.

19.66.1.11.2 Format

This is a four-digit value plus two decimal places.

19.66.1.12 Food Package Contents

19.66.1.12.1 Origin of Data Element

This value is the Distribution_Item_ID and Quantity columns of the Food_Instrument_Type_Items table.

19.66.1.12.2 Format

The distribution-item is ten-character value and the quantity is a three-digit number.

19.66.2 Filter Criteria

19.66.2.1 Base of Data

The report is based on the following selection criteria.

- The food instrument paid date must be within the selected month and the paid amount must be greater than 10% above the average price for the peer group food instrument type.

19.66.3 Sort Order

19.66.3.1 Vendor ID

This report will be sorted first by vendor ID.

19.66.3.2 F.I. Number

This report will be sorted by food instrument number within vendor ID.

19.66.4 Control Breaks

There are no control breaks defined for this report.

19.66.5 Grand Total

State totals are not applicable for this report.

19.66.6 Frequency and Distribution

This report can be generated on demand.

19.67 Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report Dialog

When this report is selected, the system will display the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog to select criteria for printing the Percent of Increase in Food Instruments over Previous Months Redemptions report. The report includes a listing of all vendors whose count of food instruments redeemed for the selected month was at least 15.0 % higher than the previous month.

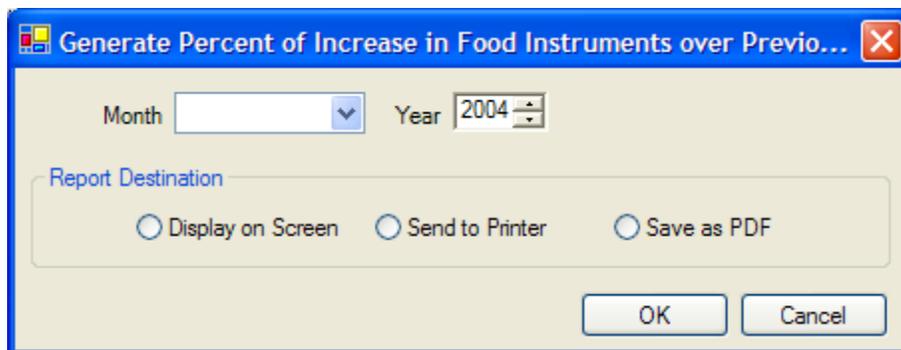


Figure 34 – Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report Dialog

19.67.1 Controls

19.67.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank. A selection is required for this control. The month selected must be less than or equal to the current system month.

19.67.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). An entry is required for this control. The year selected must be less than or equal to the current system year.

19.67.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.67.1.4 OK Button

The OK button will be enabled when the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.67.1.5 Cancel Button

The Cancel button will be enabled when the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.67.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog.

19.67.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”

- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.67.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog and return to the Generate Reports dialog.

***19.68 Percent of Increase in Food Instruments over Previous Months
Redemptions Report (Output) VND036***

The user may generate the Percent of Increase in Food Instruments over Previous Months Redemptions Report from the Generate Percent of Increase in Food Instruments over Previous Months Redemptions Report dialog. The report includes a listing of all vendors whose count of food instruments redeemed for the selected month was at least 15.0 % higher than the previous month.

19.68.1 Data Elements

This section describes the data elements that will print on the report.

19.68.1.1 Report Title

19.68.1.1.1 Origin of Data Element

The title will be the text “Percent of Increase in Food Instruments over Previous Months Redemptions”. The report will have a sub-title that shows the redemption month selected by the user.

19.68.1.1.2 Format

The value will print as a literal value. The sub-title will print in the format “Redemption Month of {Textual Month} {CCYY}”.

19.68.1.2 Redemption Month Of

19.68.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.68.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.68.1.3 Vendor ID

19.68.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.68.1.3.2 Format

This is a six-character value.

19.68.1.4 Vendor Name/Address

19.68.1.4.1 Origin of Data Element

These values come from the Trade_Name, Physical_Address_1, Physical_Address_2, Physical_City, Physical_State and Physical_Zip columns of the Vendor table.

19.68.1.4.2 Format

The name and address are 50-character values. The city is a 30-character value. The state code is a two-character value. The zip code is a nine-character value.

19.68.1.5 Current Month

19.68.1.5.1 Origin of Data Element

This value is the sum of the paid amount and the count of food instruments redeemed by this vendor during the selected month.

19.68.1.5.2 Format

The count is a five-digit number and the sum of the paid amount is a five-digit number plus two decimal places.

19.68.1.6 Prior Month

19.68.1.6.1 Origin of Data Element

This value is the sum of the paid amount and the count of food instruments redeemed by this vendor during the month prior to the selected month.

19.68.1.6.2 Format

The count is a five-digit number and the sum of the paid amount is a five-digit number plus two decimal places.

19.68.1.7 Percent Change

19.68.1.7.1 Origin of Data Element

This value is calculated by subtracting the prior month count of redeemed food instruments from the current month count of redeemed food instruments. The result is divided by the current month count, multiplied by 100 and rounded to the nearest decimal.

19.68.1.7.2 Format

This is a three-digit number plus one decimal place.

19.68.1.8 Past Months F.I.

19.68.1.8.1 Origin of Data Element

This value is the count of food instruments redeemed by this vendor during the following months.

- 3 months prior to the selected month (If December is the selected month, this would represent September.)
- 6 months prior to the selected month (If December is the selected month, this would represent June.)
- Same month last year

19.68.1.8.2 Format

This is a five-digit number.

19.68.1.9 Past Months Paid Amt

19.68.1.9.1 Origin of Data Element

This value is the sum of the paid amount on the food instruments redeemed by this vendor during the following months.

- 3 months prior to the selected month (If December is the selected month, this would represent September.)
- 6 months prior to the selected month (If December is the selected month, this would represent June.)
- Same month last year

19.68.1.9.2 Format

This is a five-digit number plus two decimal places.

19.68.1.10 Percent Change

19.68.1.10.1 Origin of Data Element

This value is calculated by subtracting the past month count of redeemed food instruments from the current month count of redeemed food instruments. The result is divided by the current month count, multiplied by 100 and rounded to the nearest decimal. The absolute value is used.

19.68.1.10.2 Format

This is a three-digit number plus one decimal place.

19.68.2 Filter Criteria

19.68.2.1 Base of Data

The report is based on the following selection criteria.

- The food instrument paid date must be within the selected month.
- The vendor's count of redeemed food instruments for the current month must be 15.0 percent or higher than the count for the prior month.

19.68.3 Sort Order.

19.68.3.1 Peer Group

This report will be sorted first by peer group.

19.68.3.2 Vendor ID

This report will be sorted by vendor ID within peer group.

19.68.4 Control Breaks

19.68.4.1 Peer Group

A page break will occur on a change in peer group.

19.68.5 Grand Total

State totals are not applicable for this report.

19.68.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process.

19.69 Generate Vendors with No On-site Visits in Last 18 Months Report Dialog

When this report is selected, the system will display the Generate Vendors with No On-site Visits in Last 18 Months Report dialog to select criteria for printing the Vendors with No On-site Visits in Last 18 Months report. The report includes a list of active vendors without an on-site visit within the past 18 months.

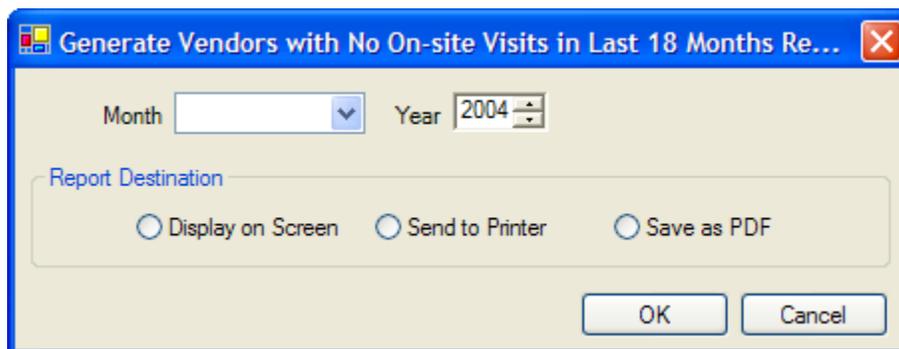


Figure 35 – Generate Vendors with No On-site Visits Last 18 Months Report Dialog

19.69.1 Controls

19.69.1.1 Month Dropdown

This control allows the user to select the month to include in the report. The dropdown will be enabled when the Generate Vendors with No On-site Visits Last 18 Months Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank. A selection is required for this control. The month selected must be less than or equal to the current system month.

19.69.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Vendors with No On-site Visits Last 18 Months Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). An entry is required for this control. The year selected must be less than or equal to the current system year.

19.69.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendors with No On-site Visits Last 18 Months Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.69.1.4 OK Button

The OK button will be enabled when the Generate Vendors with No On-site Visits Last 18 Months Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.69.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendors with No On-site Visits Last 18 Months Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.69.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendors with No On-site Visits Last 18 Months Report dialog.

19.69.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Vendors with No On-site Visits Last 18 Months Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.69.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendors with No On-site Visits Last 18 Months Report dialog and return to the Generate Reports dialog.

19.70 Vendors with No On-site Visits in Last 18 Months Report (Output) VND037

The user may generate the Vendors with No On-site Visits in Last 18 Months Report from the Generate Vendors with No On-site Visits Last 18 Months Report dialog. The report includes a list of active vendors without an on-site visit within the past 18 months.

19.70.1 Data Elements

This section describes the data elements that will print on the report.

19.70.1.1 Report Title

19.70.1.1.1 Origin of Data Element

The text will be “Vendors with No On-site Visits in Last 18 Months”. The report will have a sub-title for the As of Month.

19.70.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “As of Month {Textual Month} {CCYY}”.

19.70.1.2 As of Month

19.70.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.70.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.70.1.3 Vendor ID

19.70.1.3.1 Origin of Data Element

This value comes from the Vendor_ID column of the Vendor table.

19.70.1.3.2 Format

This is a six-character value.

19.70.1.4 Vendor Name

19.70.1.4.1 Origin of Data Element

This value comes from the Trade_Name column of the Vendor table.

19.70.1.4.2 Format

The name is a 50-character value that is truncated to 40-characters.

19.70.1.5 Vendor Address

19.70.1.5.1 Origin of Data Element

This value comes from the Physical_Address_1 column of the Vendor table.

19.70.1.5.2 Format

The name is a 50-character value that is truncated to 40-characters.

19.70.1.6 Vendor City & State

19.70.1.6.1 Origin of Data Element

The city value comes from the Physical_City column of the Vendor table. The state value comes from the Physical_State column of the Vendor table.

19.70.1.6.2 Format

The city is a 30-character value that is truncated to 25-characters and is concatenated with the state code.

19.70.1.7 Vendor Zip

19.70.1.7.1 Origin of Data Element

This value comes from the Physical_Zip column of the Vendor table.

19.70.1.7.2 Format

The name is a nine-character value that is formatted XXXXX-XXXX.

19.70.1.8 Last On-site Visit

19.70.1.8.1 Origin of Data Element

This value is the date of the last on-site visit. On-site visits have a “Y” value in the On-site column of the Monitoring_Visit table. The date value comes from the Visit-Date column of the Vendor Monitoring_Visit table.

19.70.1.8.2 Format

This is an eight-digit number formatted MM/DD/CCYY.

19.70.1.9 Last Visit

19.70.1.9.1 Origin of Data Element

This value is the date of the last visit. The date value comes from the Visit-Date column of the Vendor Monitoring_Visit table. This date may be the same date as the last on-site visit.

19.70.1.9.2 Format

This is an eight-digit number formatted MM/DD/CCYY.

19.70.1.10 Visit Type

19.70.1.10.1 Origin of Data Element

This value comes from the Reason_Code column of the Monitoring_Visit_Reason table associated with the date of the last visit.

19.70.1.10.2 Format

This is a three-character value.

19.70.2 Filter Criteria

19.70.2.1 Base of Data

Active vendors without an on-site visit during the past 18 months are selected for the report.

19.70.3 Sort Order

19.70.3.1 Vendor ID

This report will be sorted by vendor ID.

19.70.4 Control Breaks

There are no control breaks defined for this report.

19.70.5 Grand Total

State totals are not applicable for this report.

19.70.6 Frequency and Distribution

This report can be generated on demand.

19.71 Generate Random Food Instrument Sample Report Dialog

When this report is selected, the system will display the Generate Random Food Instrument Sample Report dialog to select criteria for printing the Random Food Instrument Sample report. The report includes a subset list of food instruments paid within the selected month.



Figure 36 – Generate Random Food Instrument Sample Report Dialog

19.71.1 Controls

19.71.1.1 Month Dropdown

This control allows the user to select the redemption month to include in the report. The dropdown will be enabled when the Generate Random Food Instrument Sample Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank. A selection is required for this control. The month selected must be less than or equal to the current system month.

19.71.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the redemption month to include in the report. The masked edit box and spin control will be enabled when the Generate Random Food Instrument Sample Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

An entry is required for this control. The year selected must be less than or equal to the current system year.

19.71.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Random Food Instrument Sample Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.71.1.4 OK Button

The OK button will be enabled when the Generate Random Food Instrument Sample Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.71.1.5 Cancel Button

The Cancel button will be enabled when the Generate Random Food Instrument Sample Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.71.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Random Food Instrument Sample Report dialog.

19.71.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Random Food Instrument Sample Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.71.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Random Food Instrument Sample Report dialog and return to the Generate Reports dialog.

19.72 Random Food Instrument Sample Report (Output) VND038

The user may generate the Random Food Instrument Sample Report from the Generate Random Food Instrument Sample Report dialog. The report includes a subset list of food instruments redeemed within the selected month.

VND038

<State Name Department of Health>
Random Food Instrument Sample
As Of Month <March 2001>

RUN DATE XX/XX/XXXX
RUN TIME XX:XX:XX
PAGE: XXX

FI Number	Paid Date	Vendor ID	Paid Amount
-----------	-----------	-----------	-------------

XXXXXXXX	XX/XX/XXXX	XXXXXX	XX,XXX.XX
XXXXXXXX	XX/XX/XXXX	XXXXXX	XX,XXX.XX
XXXXXXXX	XX/XX/XXXX	XXXXXX	XX,XXX.XX
XXXXXXXX	XX/XX/XXXX	XXXXXX	XX,XXX.XX
XXXXXXXX	XX/XX/XXXX	XXXXXX	XX,XXX.XX
XXXXXXXX	XX/XX/XXXX	XXXXXX	XX,XXX.XX
XXXXXXXX	XX/XX/XXXX	XXXXXX	XX,XXX.XX
XXXXXXXX	XX/XX/XXXX	XXXXXX	XX,XXX.XX

*** End of Report ***

19.72.1 Data Elements

This section describes the data elements that will print on the report.

19.72.1.1 Report Title

19.72.1.1.1 Origin of Data Element

The text of the title will be “Random Food Instrument Sample”. The report will have a sub-title showing the As of Month the user chose for the report.

19.72.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “As of Month {Textual Month} {CCYY}”.

19.72.1.2 As of Month

19.72.1.2.1 Origin of Data Element

The user records this value when the report is submitted.

19.72.1.2.2 Format

This is a calendar month and year formatted as Month Name CCYY.

19.72.1.3 FI Number

19.72.1.3.1 Origin of Data Element

This value comes from the Serial_No column of the Food_Instrument table.

19.72.1.3.2 Format

This is an eight-character value.

19.72.1.4 Paid Date

19.72.1.4.1 Origin of Data Element

This value comes from the Paid_Date column of the Food_Instrument table.

19.72.1.4.2 Format

This is an eight-digit number formatted MM/DD/CCYY.

19.72.1.5 Vendor ID

19.72.1.5.1 Origin of Data Element

This value comes from the Vendor_ID column of the Food_Instrument table.

19.72.1.5.2 Format

This is a six-character value.

19.72.1.6 Paid Amount

19.72.1.6.1 Origin of Data Element

This value comes from the Paid_Amt column of the Food_Instrument table.

19.72.1.6.2 Format

This is a five-digit number plus two decimal places.

19.72.2 Filter Criteria

19.72.2.1 Base of Data

Up to five hundred food instruments redeemed within the selected month are included on the report. The following details how the food instruments are selected.

- Determine the number of food instruments redeemed for the month. Divide the count by 500, giving the interval value. Round to the nearest whole number.
- Determine the current time. Save the last digit of the current time, giving the starting digit value. (Example: If current time were 11:57:48, the starting digit value would be '8'.)
- Select list of all food instruments paid within the selected month. Order the list by paid date and check number.
- From this list, the first food instrument selected is the one positioned at the starting digit value point. (Example: If starting digit value equals '8', select the eighth food instrument in the list.)
- Select remaining food instruments based on the interval value, until 500 food instruments have been selected. (Example: If starting digit value equal '8' and interval value equal '50', select food instruments from list in positions 8, 58, 108, 158, 208, 258 and so on until 500 food instruments are selected or at the end of the list.)

19.72.3 Sort Order

19.72.3.1 Paid Date

This report will be sorted first by paid date.

19.72.3.2 FI Number

This report will be sorted by food instrument check number within paid date.

19.72.4 Control Breaks

Control breaks are not applicable for this report.

19.72.5 Grand Total

State totals are not applicable for this report.

19.72.6 Frequency and Distribution

This report can be generated on demand.

19.73 Generate High Cost Vendor Summary by Food Instrument Type Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate High Cost Vendor Summary by Food Instrument Type Report dialog to select criteria for printing the High Cost Vendor Summary by Food Instrument Type.

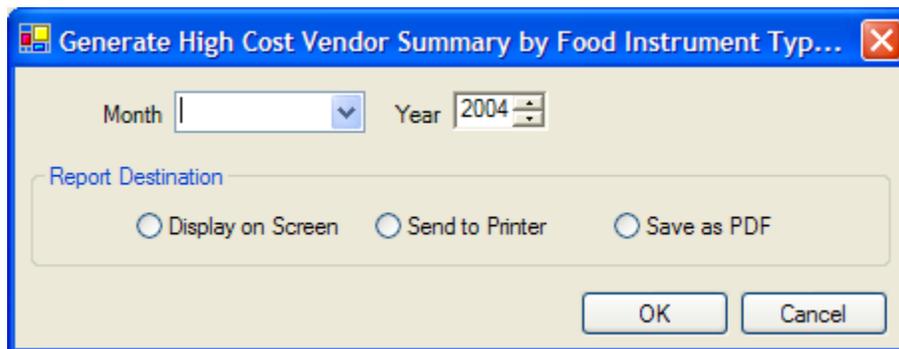


Figure 37 – Generate High Cost Vendor Summary by Food Instrument Type Report Dialog

19.73.1 Controls

19.73.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate High Cost Vendor Summary by Food Instrument Type Report dialog is enabled. It will be filled with a list of months from the Reference-Dictionary entity, displayed in calendar month order within the list. It will default to blank. If a selection is not made, the system will present a critical error message that states, “A selection is required in the Month”.

19.73.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate High Cost Vendor Summary by Food Instrument Type Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). If an entry is not made, the system will present a critical error message that states, “A selection is required in the Year”. The year selected must be less than or equal to the current system year.

19.73.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate High Cost Vendor Summary by Food Instrument Type Report dialog is enabled. It will default to Display on Screen.

19.73.1.4 OK Button

The OK button will be enabled when the Generate High Cost Vendor Summary by Food Instrument Type Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.73.1.5 Cancel Button

The Cancel button will be enabled when the Generate High Cost Vendor Summary by Food Instrument Type Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.73.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate High Cost Vendor Summary by Food Instrument Type Report dialog.

19.73.2.1 OK

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate High Cost Vendor Summary by Food Instrument Type dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.73.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate High Cost Vendor Summary by Food Instrument Type Report dialog and return to the Generate Reports dialog.

19.74 High Cost Vendor Summary by Food Instrument Type (Output) VND039

****This report will not be accessible if not applicable to your state.**

The user may generate the High Cost Vendor Summary by Food Instrument Type from the Generate High Cost Vendor Summary by Food Instrument Type Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The High Cost Vendor Summary by Food Instrument Type identifies high priced vendors within each peer group.

VND039

<State Name Department of Health>
 High Cost Vendor Summary by Food Instrument Type
 Month Of <March 2003>

Run Date: XX/XX/XXXX
 Run Time: XX:XX:XX
 Page: XXX

<Peer Group Code & Description>

FI Type	Vendor	Rank	# of FI	Total Value	Avg Value	Peer Group Average	Percent Difference
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX,XXX,XXX.XX	XXX.XX	XXX,XXX.XX	XXX.XX%
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX,XXX,XXX.XX	XXX.XX	XXX,XXX.XX	XXX.XX%
XXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX,XXX,XXX.XX	XXX.XX	XXX,XXX.XX	XXX.XX%

*** End Of Listing ***

19.74.1 Data Elements

This section describes the data elements that will print on the report.

19.74.1.1 Report Title

19.74.1.1.1 Origin of Data Element

The text value will be “High Cost Vendor Summary by Food Instrument Type”. The report will have a sub-title that shows the “Month of” that was selected by the user.

19.74.1.1.2 Format

The report title will print as a literal value. The sub-title will be in the format “Month of {Textual Month} {CCYY}”.

19.74.1.2 Month of

19.74.1.2.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current-Month-End-Dt attribute of the Process-Control entity.

19.74.1.2.2 Format

This is an accounting month and year formatted as Month Name CCYY.

19.74.1.3 Peer Group

19.74.1.3.1 Origin of Data Element

The code value comes from the Peer-Group attribute of the Food-Instrument entity. The description comes from the Description attribute of the Peer-Group entity for the associated value.

19.74.1.3.2 Format

The code is a two-character value. The description is a fifty-character value.

19.74.1.4 FI Type

19.74.1.4.1 Origin of Data Element

This value comes from the Food-Instrument-Type attribute of the Food-Instrument entity.

19.74.1.4.2 Format

This is a five-character value.

19.74.1.5 Vendor

19.74.1.5.1 Origin of Data Element

The code value comes from the Vendor-ID attribute of the Food-Instrument entity. The name comes from the Trade-Name attribute of the Vendor entity for the associated value.

19.74.1.5.2 Format

The code is a six-character value. The description is a thirty-character value.

19.74.1.6 Rank

19.74.1.6.1 Origin of Data Element

This value indicates the ranking of the average price for the vendor within food instrument type and peer group. The vendor with the highest average price will have a rank of the 1. All vendors with the same average price value will have the same value for rank.

19.74.1.6.2 Format

This is a three-digit number.

19.74.1.7 Vendor # of FI

19.74.1.7.1 Origin of Data Element

This value is the count of food instruments selected for the report for this vendor/food instrument type. Only food instruments with contract formula or at least three food items are included in the total.

19.74.1.7.2 Format

This is a six-digit number.

19.74.1.8 Vendor Total Value

19.74.1.8.1 Origin of Data Element

This value is the sum of the Paid-Amt entity of the food instruments selected for the report for this vendor/food instrument type. Only food instruments with contract formula or at least three food items are included in the total.

19.74.1.8.2 Format

This is a nine-digit number plus two decimal places.

19.74.1.9 Vendor Avg. Value

19.74.1.9.1 Origin of Data Element

This value is calculated by dividing the vendor total value by the vendor # of FI.

19.74.1.9.2 Format

This is a three-digit number plus two decimal places.

19.74.1.10 Peer Group Average

19.74.1.10.1 Origin of Data Element

This value comes from the Avg-Price attribute of the Peer-Group-Food-Inst-Type-Price entity for the associated food instrument type and peer group.

19.74.1.10.2 Format

This is a six-digit number plus two decimal places.

19.74.1.11 Pct Difference

19.74.1.11.1 Origin of Data Element

This value is calculated by subtracting the peer group average from the vendor average. The difference is divided by the peer group average, multiplied by 100 and rounded.

19.74.1.11.2 Format

This is a three-character number plus two decimal places.

19.74.2 Filter Criteria

19.74.2.1 Base of Data

Vendors that meet the following selection criteria are included in the report.

- The vendor has at least “X” number of food instruments redeemed during the reported month where the food instrument type either has contract formula or at least three food items. The state will define the number of redeemed food instruments for the selection criteria.
- The average redemption amount of the selected food instruments is calculated for each vendor using only the selected food instruments. If the vendor’s average divided by the peer group average is greater than or equal to the state-defined maximum percentage, the vendor is included in the report.

19.74.3 Sort Order

19.74.3.1 Peer Group

The report will be sorted first by peer group code.

19.74.3.2 FI Type

The report will be sorted by food instrument type within peer group code.

19.74.3.3 Avg Value

The report will be sorted by average value, in descending order, within food instrument type.

19.74.3.4 Vendor

The report will be sorted by vendor number within average value.

19.74.4 Control Breaks

19.74.4.1 Peer Group

On a change of peer group, a page break will occur.

19.74.5 Grand Total

A grand total has not been defined for this report.

19.74.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

19.75 Generate High Cost Vendor Summary by Vendor Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate High Cost Vendor Summary by Vendor Report dialog to select criteria for printing the High Cost Vendor Summary by Vendor.

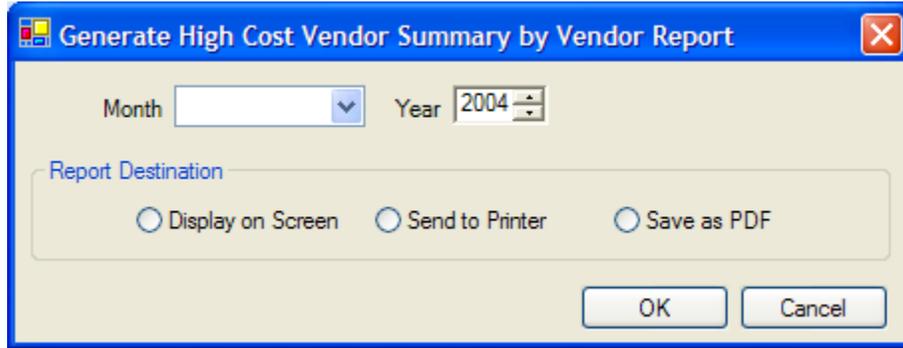


Figure 38 – Generate High Cost Vendor Summary by Vendor Report Dialog

19.75.1 Controls

19.75.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate High Cost Vendor Summary by Vendor Report dialog is enabled. It will be filled with a list of months from the Reference-Dictionary entity, displayed in calendar month order within the list. It will default to blank. If a selection is not made, the system will present a critical error message that states, “A selection is required in the Month”.

19.75.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate High Cost Vendor Summary by Vendor Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

If an entry is not made, the system will present a critical error message that states, “A selection is required in the Year”. The year selected must be less than or equal to the current system year.

19.75.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate High Cost Vendor Summary by Vendor Report dialog is enabled. It will default to Display on Screen.

19.75.1.4 OK Button

The OK button will be enabled when the Generate High Cost Vendor Summary by Vendor Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.75.1.5 Cancel Button

The Cancel button will be enabled when the Generate High Cost Vendor Summary by Vendor Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.75.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate High Cost Vendor Summary by Vendor Report dialog.

19.75.2.1 OK

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate High Cost Vendor Summary by Vendor Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.75.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate High Cost Vendor Summary by Vendor Report dialog and return to the Generate Reports dialog.

19.76 High Cost Vendor Summary by Vendor (Output) VND040

****This report will not be accessible if not applicable to your state.**

The user may generate the List of High Cost Vendor Summary by Vendor from the Generate High Cost Vendor Summary by Vendor Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The High Cost Vendor Summary by Vendor identifies high priced vendors within each peer group. During the End of Month processing, vendors that are included on the report are also flagged with the high cost average indicator on the High Risk report.

VND040	<State Name Department of Health> High Cost Vendor Summary by Vendor Month Of <March 2003>		Run Date: XX/XX/XXXX Run Time: XX:XX:XX Page: XXX
Peer Group	Vendor		
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	
	FI Type XXXXX Rank XXX		
	XXXXX XXX		
	XXXXX XXX		
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	
	FI Type XXXXX Rank XXX		
	XXXXX XXX		
	XXXXX XXX		
*** End Of Listing ***			

19.76.1 Data Elements

This section describes the data elements that will print on the report.

19.76.1.1 Report Title

19.76.1.1.1 Origin of Data Element

The text value of the title will be “High Cost Vendor Summary by Vendor”. The report will have a sub-title to show the month selected by the user.

19.76.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “Month of {Textual Month} {CCYY}”.

19.76.1.2 Month of

19.76.1.2.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current-Month-End-Dt attribute of the Process-Control entity.

19.76.1.2.2 Format

This is an accounting month and year formatted as Month Name CCYY.

19.76.1.3 Peer Group

19.76.1.3.1 Origin of Data Element

The code value comes from the Peer-Group attribute of the Food-Instrument entity. The description comes from the Description attribute of the Peer-Group entity for the associated value.

19.76.1.3.2 Format

The code is a two-character value. The description is a thirty-character value.

19.76.1.4 Vendor

19.76.1.4.1 Origin of Data Element

The code value comes from the Vendor-ID attribute of the Food-Instrument entity. The name comes from the Trade-Name attribute of the Vendor entity for the associated value.

19.76.1.4.2 Format

The code is a six-character value. The description is a thirty-character value.

19.76.1.5 *FI Type*

19.76.1.5.1 Origin of Data Element

This value comes from the Food-Instrument-Type attribute of the Food-Instrument entity.

19.76.1.5.2 Format

This is a five-character value.

19.76.1.6 *Rank*

19.76.1.6.1 Origin of Data Element

This value indicates the ranking of the average price for the vendor within food instrument type and peer group. The vendor with the highest average price will have a rank of "1".

19.76.1.6.2 Format

This is a three-digit number.

19.76.2 Filter Criteria

19.76.2.1 *Base of Data*

Vendors that meet the following selection criteria are included in the report.

- The vendor has at least "X" number of food instruments redeemed during the reported month where the food instrument type either has contract formula or at least three food items. The state will define the number of redeemed food instruments for the selection criteria.
- The average redemption amount of the selected food instruments is calculated for each vendor using only the selected food instruments. If the vendor's average divided by the peer group average is greater than or equal to the state-defined maximum percentage, the vendor is included in the report.

19.76.3 Sort Order

19.76.3.1 *Peer Group*

The report will be sorted first by peer group code.

19.76.3.2 Vendor

The report will be sorted by vendor number within peer group.

19.76.3.3 FI Type

The report will be sorted by food instrument type within vendor number.

19.76.4 Control Breaks

No control breaks have been defined for this report.

19.76.5 Grand Total

No grand totals have been defined for this report.

19.76.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

19.77 Generate High Cost Food Instruments Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate High Cost Food Instruments Report dialog to select criteria for printing the High Cost Food Instruments.



Figure 39 – Generate High Cost Food Instruments Report Dialog

19.77.1 Controls

19.77.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate High Cost Food Instruments Report dialog is enabled. It will be filled with a list of months from the Reference-Dictionary entity, displayed in calendar month order within the list. It will default to blank. If a selection is not made, the system will present a critical error message that states, “A selection is required in the Month”.

19.77.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate High Cost Food Instruments Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

If an entry is not made, the system will present a critical error message that states, “A selection is required in the Year”. The year selected must be less than or equal to the current system year.

19.77.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate High Cost Food Instruments Report dialog is enabled. It will default to Display on Screen.

19.77.1.4 OK Button

The OK button will be enabled when the Generate High Cost Food Instruments Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.77.1.5 Cancel Button

The Cancel button will be enabled when the Generate High Cost Food Instruments Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.77.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate High Cost Food Instruments Report dialog.

19.77.2.1 OK

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate High Cost Food Instruments Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.77.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate High Cost Food Instruments Report dialog and return to the Generate Reports dialog.

19.78 High Cost Food Instruments (Output) VND041

****This report will not be accessible if not applicable to your state.**

The user may generate the High Cost Food Instruments from the Generate High Cost Food Instruments Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The High Cost Food Instruments lists food instruments that are redeemed for an amount that is within the state defined percentage of the maximum value of the food instrument type for the peer group. The purpose of the report is to provide the State with information used to identify potential overcharging errors or redemption of non-eligible food items.

During the End of Month processing, vendors that are included on the report are also flagged with the high cost food instruments indicator on the High Risk report.

19.78.1 Data Elements

This section describes the data elements that will print on the report.

19.78.1.1 Report Title

19.78.1.1.1 Origin of Data Element

The value of the title text will be “High Cost Food Instruments”. The report will have a sub-title to show the month previously selected by the user.

19.78.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “Month of {Textual Month} {CCYY}”.

19.78.1.2 Month of

19.78.1.2.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current-Month-End-Dt attribute of the Process-Control entity.

19.78.1.2.2 Format

This is an accounting month and year formatted as Month Name CCYY.

19.78.1.3 Peer Group

19.78.1.3.1 Origin of Data Element

The code value comes from the Peer-Group attribute of the Food-Instrument entity. The description comes from the Description attribute of the Peer-Group entity for the associated value.

19.78.1.3.2 Format

The code is a two-character value. The description is a fifty-character value.

19.78.1.4 Vendor ID

19.78.1.4.1 Origin of Data Element

The code value comes from the Vendor-ID attribute of the Food-Instrument entity.

19.78.1.4.2 Format

This is a six-character value.

19.78.1.5 Vendor Name

19.78.1.5.1 Origin of Data Element

The name comes from the Trade-Name attribute of the Vendor entity for the associated value.

19.78.1.5.2 Format

This is a fifty-character value.

19.78.1.6 FI Number

19.78.1.6.1 Origin of Data Element

This value comes from the Serial-No attribute of the Food-Instrument entity.

19.78.1.6.2 Format

This is an eight-character value.

19.78.1.7 FI Type

19.78.1.7.1 Origin of Data Element

This value comes from the Food-Instrument-Type attribute of the Food-Instrument entity.

19.78.1.7.2 Format

This is a five-character value.

19.78.1.8 Peer Group Maximum

19.78.1.8.1 Origin of Data Element

This value comes from the Price attribute of the Peer-Group-Food-Inst-Type-Price entity for the associated food instrument type and peer group.

19.78.1.8.2 Format

This is a six-digit number plus two decimal places.

19.78.1.9 Peer Group Average

19.78.1.9.1 Origin of Data Element

This value comes from the Avg-Price attribute of the Peer-Group-Food-Inst-Type-Price entity for the associated food instrument type and peer group.

19.78.1.9.2 Format

This is a six-digit number plus two decimal places.

19.78.1.10 Paid Amount

19.78.1.10.1 Origin of Data Element

This value comes from the Paid-Amt attribute of the Food-Instrument entity.

19.78.1.10.2 Format

This is a seven-digit number plus two decimal places.

19.78.1.11 Amount Over Peer Group Average

19.78.1.11.1 Origin of Data Element

This value is calculated by subtracting the peer group average from the paid amount.

19.78.1.11.2 Format

This is a seven-digit number plus two decimal places.

19.78.1.12 Percent above Peer Group Average

19.78.1.12.1 Origin of Data Element

This value is calculated by subtracting the peer group average from the paid amount. The difference is divided by the peer group average, multiplied by 100 and rounded.

19.78.1.12.2 Format

This is a three-character number plus two decimal places.

19.78.1.13 Vendor total number of food instruments

19.78.1.13.1 Origin of Data Element

This value is the count of food instruments listed on the report for the vendor.

19.78.1.13.2 Format

This is a nine-character number.

19.78.2 Filter Criteria

19.78.2.1 Base of Data

Vendors with food instruments that meet the following selection criteria are included in the report.

- The food instrument was redeemed during the reported month.
- The paid amount is divided by the peer group maximum. This value is multiplied by 100 and rounded. If the result is greater than or equal to the state defined percentage, the food instrument is included in the report. The state defined percentage is found in the value column of the StateBusinessRules table where the CategoryID equals "VNDR_HICOST_FI_PERCENT_MAX_AMT".
- Once the first two criteria have been met and the count of food instruments to be printed for the vendor determined, there will be one additional edit. If the count of food instruments to be printed is less than the threshold (a number determined by the state), that vendor will not appear on the report. The state defined threshold number of food instruments is found in the value column of the StateBusinessRules table where the CategoryID equals "VNDR_HICOST_FI_MIN_NO_FI_PER_VNDR". This additional filter criterion reduces the number of food instruments reported by eliminating vendors who have only a minimal number of food instruments redeemed for an amount over the peer group average price.

19.78.3 Sort Order

19.78.3.1 Peer Group

The report will be sorted first by peer group code.

19.78.3.1.1 Vendor

The report will be sorted by vendor ID within peer group.

19.78.3.1.2 FI Number

The report will be sorted by food instrument check number within vendor ID.

19.78.4 Control Breaks

19.78.4.1 Vendor

On a change of vendor ID, the vendor total number of food instruments will print.

19.78.4.2 Peer Group

On a change of peer group, a page break will occur.

19.78.5 Grand Total

The total number of vendors included on the report will print as grand totals.

19.78.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

19.79 Generate Low Variance Vendor Summary Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Low Variance Vendor Summary Report dialog to select criteria for printing the Low Variance Vendor Summary.

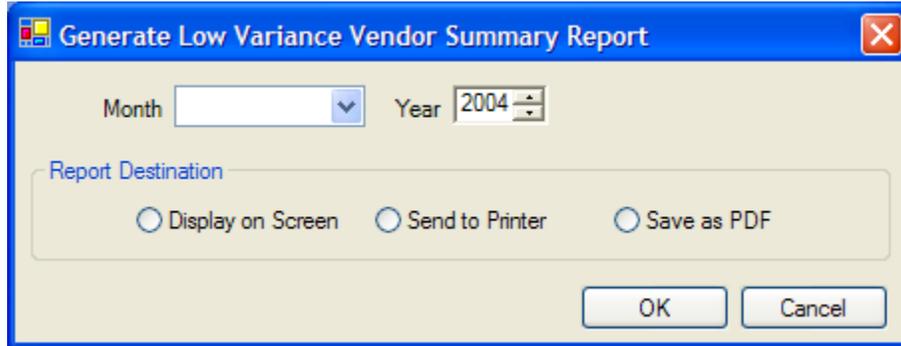


Figure 40 – Generate Low Variance Vendor Summary Report Dialog

19.79.1 Controls

19.79.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Low Variance Vendor Summary Report dialog is enabled. It will be filled with a list of months from the Reference-Dictionary entity, displayed in calendar month order within the list. It will default to blank. If a selection is not made, the system will present a critical error message that states, “A selection is required in the Month”.

19.79.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Low Variance Vendor Summary Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). If an entry is not made, the system will present a critical error message that states, “A selection is required in the Year”. The year selected must be less than or equal to the current system year.

19.79.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Low Variance Vendor Summary Report dialog is enabled. It will default to Display on Screen.

19.79.1.4 OK Button

The OK button will be enabled when the Generate Low Variance Vendor Summary Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.79.1.5 Cancel Button

The Cancel button will be enabled when the Generate Low Variance Vendor Summary Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.79.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Low Variance Vendor Summary Report dialog.

19.79.2.1 OK

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Low Variance Vendor Summary Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.79.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Low Variance Vendor Summary Report dialog and return to the Generate Reports dialog.

19.80 Low Variance Vendor Summary (Output) VND042

****This report will not be accessible if not applicable to your state.**

The user may generate the Low Variance Vendor Summary from the Generate Low Variance Vendor Summary Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The Low Variance Vendor Summary is used to identify vendors who may be engaged in price fixing or have inadequate stock to allow normal brand selection by participants. The report is based upon the theory that there will be a normal distribution of redemption prices on the same food instrument type because different participants will select different combinations of brands for the same food items, each having different prices. Therefore, if the vendor has adequate stock and is charging the actual shelf prices, there will be a fairly wide range of redemption prices.

The State should select only those food instrument types that contain food items having brand options that will create a normal variation in redemption pricing. A low variation on price for infant formula is to be expected since all participants will purchase the same brand and quantity of formula. For this reason, the State should refrain from choosing food instrument types containing only formula when selecting information for this report. The State office will designate the food instrument types. For each of the selected food instrument types, the system will analyze the redemption prices for each vendor. The vendor must have a minimum number of redeemed food instruments with specific selection criteria (The percent difference is below the state defined percent value) to be included on the report.

During the End of Month processing, vendors that are included on the report are also flagged with the low variance indicator on the High Risk.

VND042	<State Name Department of Health> Low Variance Vendor Summary Month Of <March 2003>							Run Date: XX/XX/XXXX Run Time: XX:XX:XX Page: XXX			
<Peer Group Code & Description>											
Redeemed Vendor ID	FI Type	FI Type	Qty All FI	% of Type To Total	FI Type	Dollar Value All FI	% of Type To Total	Avg. Value FI Type	Max	Min	% Diff
XXXXXX	XXXX	XXX,XXX	XXX,XXX	XXX.XX%	XXX,XXX.XX	XXX,XXX.XX	XXX.XX%	XXX.XX	XXX.XX	XXX.XX	X.XX%
	XXXX	XXX,XXX	XXX,XXX	XXX.XX%	XXX,XXX.XX	XXX,XXX.XX	XXX.XX%	XXX.XX	XXX.XX	XXX.XX	X.XX%
	XXXX	XXX,XXX	XXX,XXX	XXX.XX%	XXX,XXX.XX	XXX,XXX.XX	XXX.XX%	XXX.XX	XXX.XX	XXX.XX	X.XX%
Total Number of Vendors on Report by Peer Group				X,XXX,XXX							
Grand Total Number of Vendor on Report				XXX,XXX,XXX							
*** End Of Listing ***											

19.80.1 Data Elements

This section describes the data elements that will print on the report.

19.80.1.1 Report Title

19.80.1.1.1 Origin of Data Element

The text of the report title will be “Low Variance Vendor Summary”.
The report will have a sub-title to show the month being reported.

19.80.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “Month of {Textual Month} {CCYY}”.

19.80.1.2 Month of

19.80.1.2.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current-Month-End-Dt attribute of the Process-Control entity.

19.80.1.2.2 Format

This is an accounting month and year formatted as Month Name CCYY.

19.80.1.3 Peer Group

19.80.1.3.1 Origin of Data Element

The code value comes from the Peer-Group attribute of the Food-Instrument entity. The description comes from the Description attribute of the Peer-Group entity for the associated value.

19.80.1.3.2 Format

The code is a two-character value. The description is a fifty-character value.

19.80.1.4 Redeemed Vendor ID

19.80.1.4.1 Origin of Data Element

The code value comes from the Vendor-ID attribute of the Food-Instrument entity.

19.80.1.4.2 Format

This is a six-character value.

19.80.1.5 FI Type

19.80.1.5.1 Origin of Data Element

This value comes from the Food-Instrument-Type attribute of the Food-Instrument entity.

19.80.1.5.2 Format

This is a five-character value.

19.80.1.6 Qty FI Type

19.80.1.6.1 Origin of Data Element

This value is the count of food instruments for this FI type and vendor where the paid date is within the reported month.

19.80.1.6.2 Format

This is a six-digit number.

19.80.1.7 Qty All

19.80.1.7.1 Origin of Data Element

This value is the count of food instruments for this vendor, regardless of FI type, where the paid date is within the reported month.

19.80.1.7.2 Format

This is a six-digit number.

19.80.1.8 Qty % of Type to Total

19.80.1.8.1 Origin of Data Element

This value is calculated by dividing the Qty FI Type value by the Qty All value. The result is multiplied by 100 and rounded.

19.80.1.8.2 Format

This is a three-digit number plus two decimal places.

19.80.1.9 Dollar Value FI Type

19.80.1.9.1 Origin of Data Element

This value is the total redeemed dollar value of food instruments for this FI type and vendor where the paid date is within the reported month.

19.80.1.9.2 Format

This is a six-digit number plus two decimal places.

19.80.1.10 Dollar Value All

19.80.1.10.1 Origin of Data Element

This value is the total redeemed dollar value of food instruments for this vendor, regardless of FI type, where the paid date is within the reported month.

19.80.1.10.2 Format

This is a six-digit number plus two decimal places.

19.80.1.11 Dollar Value % of Type to Total

19.80.1.11.1 Origin of Data Element

This value is calculated by dividing the Dollar Value FI Type value by the Dollar Value All value. The result is multiplied by 100 and rounded.

19.80.1.11.2 Format

This is a three-digit number plus two decimal places.

19.80.1.12 Average Value FI Type

19.80.1.12.1 Origin of Data Element

This value is the average value of all Food Instruments of this type redeemed with a paid date during the report month for this vendor.

19.80.1.12.2 Format

This is a three-digit number plus two decimal places.

19.80.1.13 Redeemed Value Max

19.80.1.13.1 Origin of Data Element

This value comes from the Paid-Amt attribute of the Food-Instrument entity. The field value is the highest paid amount of the selected food instruments for this food instrument type/vendor/peer group.

19.80.1.13.2 Format

This is a five-digit number plus two decimal places.

19.80.1.14 Redeemed Value Min

19.80.1.14.1 Origin of Data Element

This value comes from the Paid-Amt attribute of the Food-Instrument entity. The field value is the lowest paid amount of the selected food instruments for this food instrument type/vendor/peer group.

19.80.1.14.2 Format

This is a five-digit number plus two decimal places.

19.80.1.15 Redeemed Value % Diff

19.80.1.15.1 Origin of Data Element

This value is the percentage difference between the high and low redeemed values. (The absolute value of low is divided by high - 1, multiplied by 100 to determine a percentage value).

19.80.1.15.2 Format

This is a one-digit number plus two decimal places.

19.80.1.16 Total Number of Vendors on Report by Peer Group

19.80.1.16.1 Origin of Data Element

This value is a count of the number of vendors appearing on the report within the peer group.

19.80.1.16.2 Format

This is a seven-digit number plus two decimal places.

19.80.1.17 Grand Total Number of Vendors on Report

19.80.1.17.1 Origin of Data Element

This value is a count of the total number of vendors appearing on the report for all peer groups.

19.80.1.17.2 Format

This is a nine-digit number.

19.80.2 Filter Criteria

19.80.2.1 Base of Data

Vendors with food instruments that meet the following selection criteria are included in the report.

- The Paid_Date attribute of the Food_Instrument entity is within the reported month.
- A pharmacy or a commissary did not redeem the food instrument. The VendorType attribute value is "P" or "C" in the StoreType entity for the Vendor StoreTypeId.
- The Low_Var attribute value for the associated Food_Instrument_Type entity is equal to 'Y'.

Vendors with food instrument types that meet the above criteria must also meet the following selection criteria:

- The count of redeemed food instruments per food instrument type/vendor is greater than or equal to the state business rule value for “VNDR_LOWVAR_MIN_NUM_FI”
- The percentage difference between the highest and lowest redemption prices of the selected food instruments per food instrument type/vendor is less than the state business rule value for “VNDR_LOWVAR_HI_LOW_PRICE_DIFF”.
- Absolute value of $((\text{lowest price} / \text{highest price}) - 1) * 100 < \text{“VNDR_LOWVAR_HI_LOW_PRICE_DIFF”}$

19.80.3 Sort Order

19.80.3.1 Peer Group

The report will be sorted first by peer group code.

19.80.3.2 Vendor

The report will be sorted by vendor ID within peer group.

19.80.3.3 FI Number

The report will be sorted by food instrument check number within vendor ID.

19.80.4 Control Breaks

19.80.4.1 Vendor

On a change of vendor ID, the vendor total number of food instruments will print.

19.80.4.2 Peer Group

On a change of peer group, a page break will occur.

19.80.5 Grand Total

The total number of vendors included on the report will print as grand totals.

19.80.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

19.81 Generate Large Number of FI Redeemed Outside of Area Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Large Number of FI Redeemed Outside of Area Report dialog to select criteria for printing the Large Number of FI Redeemed Outside of Area.

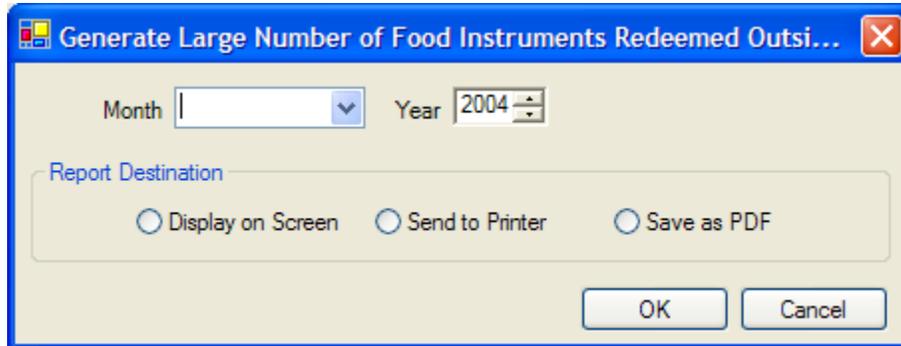


Figure 41 – Generate Large Number of FI Redeemed Outside of Area Report Dialog

19.81.1 Controls

19.81.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Large Number of FI Redeemed Outside of Area Report dialog is enabled. The dropdown is a read-only list. It will be filled with months from the Reference-Dictionary entity, displayed in calendar month order within the list. It will default to blank. If a selection is not made, the system will present a critical error message that states, “A selection is required in the Month”.

19.81.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Large Number of FI Redeemed Outside of Area Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). If an entry is not made, the system will present a critical error message that states, “A selection is required in the Year”. The year selected must be less than or equal to the current system year.

19.81.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Large Number of FI Redeemed Outside of Area Report dialog is enabled. It will default to Display on Screen.

19.81.1.4 OK Button

The OK button will be enabled when Generate Large Number of FI Redeemed Outside of Area Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.81.1.5 Cancel Button

The Cancel button will be enabled when Generate Large Number of FI Redeemed Outside of Area Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.81.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Large Number of FI Redeemed Outside of Area Report dialog.

19.81.2.1 OK

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Large Number of FI Redeemed Outside of Area dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.81.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Large Number of FI Redeemed Outside of Area Report dialog and return to the Generate Reports dialog.

19.82 Large Number of FI Redeemed Outside of Area (Output) VND043

******This report will not be accessible if not applicable to your state.

The user may generate the Large Number of FI Redeemed Outside of Area from the Generate Large Number of FI Redeemed Outside of Area Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The Large Number of FI Redeemed Outside of Area lists all food instruments that are redeemed for an amount that is within the state defined percentage of the maximum value of the food instrument type for the peer group. The purpose of the report is to provide the State with information used to identify potential overcharging errors or redemption of non-eligible food items.

During the End of Month processing, vendors that are included on the report are also flagged with the outside area indicator on the High Risk.

19.82.1 Data Elements

This section describes the data elements that will print on the report.

19.82.1.1 Report Title

19.82.1.1.1 Origin of Data Element

The text of the report title will be “Large Number of Food Instruments Redeemed Outside of Area”. The report will have a sub-title to show the month being reported.

19.82.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “Month of {Textual Month} {CCYY}”.

19.82.1.2 Month of

19.82.1.2.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYMM value from the Current-Month-End-Dt attribute of the Process-Control entity.

19.82.1.2.2 Format

This is an accounting month and year formatted as Month Name CCYY.

19.82.1.3 Vendor Code

19.82.1.3.1 Origin of Data Element

The code value comes from the Vendor-ID attribute of the Food-Instrument entity.

19.82.1.3.2 Format

This is a six-character value.

19.82.1.4 Agency ID

19.82.1.4.1 Origin of Data Element

This value comes from the AgencyId attribute of the FoodInstrument entity.

19.82.1.4.2 Format

This is a three-character value.

19.82.1.5 Agency Name

19.82.1.5.1 Origin of Data Element

This value comes from the Name attribute of the Agency entity.

19.82.1.5.2 Format

This is a fifty-character value.

19.82.1.6 Quantity

19.82.1.6.1 Origin of Data Element

This value is the quantity of food instruments redeemed for this vendor with a paid date in the report month that were issued by the agency.

19.82.1.6.2 Format

This is a six-digit number with no decimal places.

19.82.1.7 Quantity Total

19.82.1.7.1 Origin of Data Element

This value is the quantity of food instruments redeemed for this vendor with a paid date in the report month that were issued by all of the agencies reported for this vendor.

19.82.1.7.2 Format

This is a six-digit number with no decimal places.

19.82.1.8 Grand Total Number of Vendors on Report

19.82.1.8.1 Origin of Data Element

This is a count of the number of vendors appearing on the report.

19.82.1.8.2 Format

This is an eight-digit number with no decimal places.

19.82.2 Filter Criteria

19.82.2.1 Base of Data

Vendors with food instruments that meet the following selection criteria are included in the report.

- The food instrument was redeemed during the reported month.
- The report will include only those vendors who have more food instruments than the number in the system value for this report.

- The food instrument was issued from agencies outside of their primary and shared agencies.

19.82.3 Sort Order

19.82.3.1 Vendor Code

The report will be sorted first by vendor ID.

19.82.3.2 Agency ID

The report will be sorted by agency ID within vendor ID.

19.82.4 Control Breaks

19.82.4.1 Vendor

On a change of vendor ID, the vendor total number of food instruments will print.

19.82.5 Grand Total

The total number of vendors included on the report will print as grand totals.

19.82.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

19.83 Generate Pre-payment Edit Cost Savings Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Pre-payment Edit Cost Savings Report dialog to select criteria for printing the Pre-payment Edit Cost Savings.

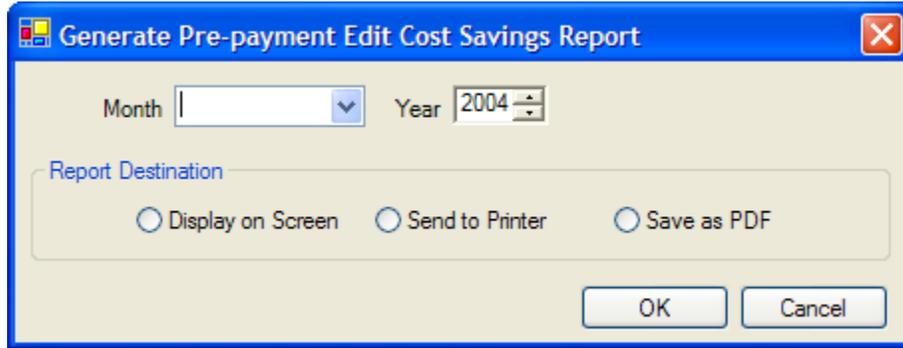


Figure 42 – Generate Pre-payment Edit Cost Savings Report Dialog

19.83.1 Controls

19.83.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Pre-payment Edit Cost Savings Report dialog is enabled. The control is read-only. It will be filled with a list of months from the Reference-Dictionary entity, displayed in calendar month order within the list. It will default to blank. If a selection is not made, the system will present a critical error message that states, “A selection is required in the Month”.

19.83.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Pre-payment Edit Cost Savings Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). If an entry is not made, the system will present a critical error message that states, “A selection is required in the Year”. The year selected must be less than or equal to the current system year.

19.83.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Pre-payment Edit Cost Savings Report dialog is enabled. It will default to Display on Screen.

19.83.1.4 OK Button

The OK button will be enabled when the Generate Pre-payment Edit Cost Savings Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.83.1.5 Cancel Button

The Cancel button will be enabled when the Generate Pre-payment Edit Cost Savings Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.83.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Pre-payment Edit Cost Savings Report dialog.

19.83.2.1 OK

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Pre-payment Edit Cost Savings Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.83.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Pre-payment Edit Cost Savings Report dialog and return to the Generate Reports dialog.

19.84 Pre-payment Edit Cost Savings (Output) VND044

**This report will not be accessible if not applicable to your state.

The user may generate the Pre-payment Edit Cost Savings from the Generate Pre-payment Edit Cost Savings Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The Pre-payment Edit Cost Savings lists all food instruments that are redeemed for an amount that is within the state defined percentage of the maximum value of the food instrument type for the peer group. The purpose of the report is to provide the State with information used to identify potential overcharging errors or redemption of non-eligible food items on paid food instruments.

This report is based on Paid FI only. The rejected FI are reported under the financial management reports for food instruments rejected.

If your agreement (either internal processing or with a third party bank processor) is to reject all FI over the maximum allowed then this report will not include any FI presented over the maximum, for those FI would have been rejected and not paid.

If you are manually processing your FIs and you retain the original presentment amount, but adjust and pay the FI for the maximum amount allowed instead, this report will provide cost savings information.

If the third party bank processor can retain a record of the original presentment amount from the first time the FI was presentment and rejected to send as the presentment amount when the FI is later presented for an amount inside the amount allowed, this report will provide cost savings information.

VND044							
<STATE NAME DEPARTMENT OF HEALTH> PRE-PAYMENT EDIT COST SAVINGS MONTH OF <JUNE 2003>						RUN DATE XX/XX/XXXX RUN TIME: XX:XX:XX PAGE: XXX	
<PEER GROUP CODE & NAME>							
VENDOR CODE	FI NUMBER	FI TYPE	PRESENTMENT AMOUNT	ACTUAL AMOUNT PAID	AMOUNT SAVED	MAXIMUM AMOUNT	AMOUNT OVER MAXIMUM
XXXXX	XXXXXXXX	XXX	X,XXX.XX	X,XXX.XX	X,XXX.XX	X,XXX.XX	X,XXX.XX
	XXXXXXXX	XXX	X,XXX.XX	X,XXX.XX	X,XXX.XX	X,XXX.XX	X,XXX.XX
	XXXXXXXX	XXX	X,XXX.XX	X,XXX.XX	X,XXX.XX	X,XXX.XX	X,XXX.XX
VENDOR TOTAL		X,XXX,XXX	FOOD INSTRUMENTS		XX,XXX.XX		XX,XXX.XX
PEER GROUP TOTAL		X,XXX,XXX	FOOD INSTRUMENTS		XX,XXX.XX		XX,XXX.XX
STATE TOTAL		XXX,XXX,XXX	FOOD INSTRUMENTS		XXX,XXX.XX		XXX,XXX.XX
*** END OF LISTING ***							

19.84.1 Data Elements

This section describes the data elements that will print on the report.

19.84.1.1 Report Title

19.84.1.1.1 Origin of Data Element

The text of the report title will be “Pre-payment Edit Cost Savings”. The report will have a sub-title to show the month being reported.

19.84.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “Month of {Textual Month} {CCYY}”.

19.84.1.2 Month of

19.84.1.2.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current-Month-End-Dt attribute of the Process-Control entity.

19.84.1.2.2 Format

This is an accounting month and year formatted as Month Name CCYY.

19.84.1.3 Peer Group

19.84.1.3.1 Origin of Data Element

The code value comes from the Peer-Group attribute of the Food-Instrument entity. The description comes from the Description attribute of the Peer-Group entity for the associated value.

19.84.1.3.2 Format

The code is a two-character value. The description is a fifty-character value.

19.84.1.4 Vendor ID

19.84.1.4.1 Origin of Data Element

The code value comes from the Vendor-ID attribute of the Food-Instrument entity.

19.84.1.4.2 Format

This is a six-character value.

19.84.1.5 FI Number

19.84.1.5.1 Origin of Data Element

The value comes from the Serial-No attribute of the Food-Instrument entity.

19.84.1.5.2 Format

This is an eight-character value.

19.84.1.6 FI Type

19.84.1.6.1 Origin of Data Element

This value comes from the Food-Instrument-Type attribute of the Food-Instrument entity.

19.84.1.6.2 Format

This is a five-character value.

19.84.1.7 Presentment Amount

19.84.1.7.1 Origin of Data Element

This value comes from the Presentment-Amt attribute of the Food-Instrument entity.

19.84.1.7.2 Format

This is a seven-digit number plus two decimal places.

19.84.1.8 Actual Amount Paid

19.84.1.8.1 Origin of Data Element

This value comes from the Paid-Amt attribute of the Food-Instrument entity.

19.84.1.8.2 Format

This is a four-digit number plus two decimal places.

19.84.1.9 Amount Saved

19.84.1.9.1 Origin of Data Element

This value is calculated by subtracting the redeposit/paid amount from the presentment amount.

19.84.1.9.2 Format

This is a seven-digit number plus two decimal places.

19.84.1.10 Maximum Amount

19.84.1.10.1 Origin of Data Element

This value is the maximum amount for the vendor's peer group for this food instrument type. It is derived by summing the Max-Price attribute from the Peer-Group-Food-Item-History entity for each distribution item on the food instrument.

19.84.1.10.2 Format

This is a seven-digit number plus two decimal places.

19.84.1.11 Amount over Maximum

19.84.1.11.1 Origin of Data Element

This value is calculated by subtracting the redeposit/paid amount from the maximum amount.

19.84.1.11.2 Format

This is a seven-digit number plus two decimal places.

19.84.2 Filter Criteria

19.84.2.1 Base of Data

Vendors with food instruments that meet the following selection criteria are included in the report.

- The food instrument was redeemed during the reported month.
- The redeemed food instrument also has a reject entry in the Food-Instrument-Rejection entity.

19.84.3 Sort Order

19.84.3.1 Peer Group

The report will be sorted first by peer group code.

19.84.3.2 Vendor

The report will be sorted by vendor ID within peer group.

19.84.3.3 FI Number

The report will be sorted by food instrument check number within vendor ID.

19.84.4 Control Breaks

19.84.4.1 Vendor

On a change of vendor ID, the total number of food instruments for the vendor on the report will print along with totals for the amount saved and amount over maximum for that vendor.

19.84.4.2 Peer Group

On a change of peer group, a page break will occur and the total number of food instruments for the peer group will print along with totals for the amount saved and amount over maximum for the peer group.

19.84.5 Grand Total

The total number of food instruments, amount saved, and amount over maximum will print for the entire state will print as the grand total at the end of the report.

19.84.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

19.85 Generate Redemption Change Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Redemption Change Report dialog to select criteria for printing the Redemption Change report.

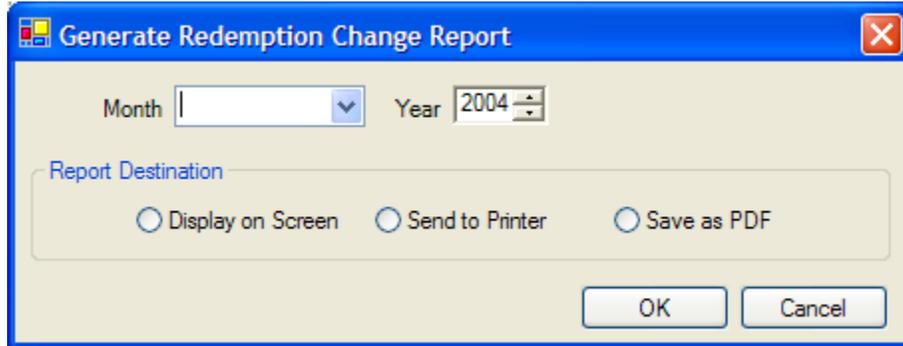


Figure 43 – Generate Redemption Change Report Dialog

19.85.1 Controls

19.85.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Redemption Change Report dialog is enabled. It will be filled with a list of months from the Reference-Dictionary entity, displayed in calendar month order within the list. The control is read only. It will default to blank. If a selection is not made, the system will present a critical error message that states, “A selection is required in the Month”.

19.85.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Redemption Change Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

If an entry is not made, the system will present a critical error message that states, “An entry is required in the Year”. The year selected must be less than or equal to the current system year.

19.85.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Redemption Change Report dialog is enabled. It will default to Display on Screen.

19.85.1.4 OK Button

The OK button will be enabled when the Generate Redemption Change Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.85.1.5 Cancel Button

The Cancel button will be enabled when the Generate Redemption Change Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.85.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Redemption Change Report dialog.

19.85.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Redemption Change Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.85.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Redemption Change Report dialog and return to the Generate Reports dialog.

19.86 Redemption Change (Output) VND045

****This report will not be accessible if not applicable to your state.**

The user may generate the Redemption Change from the Generate Redemption Change Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The Redemption Change lists all food instruments that are redeemed for an amount that is outside the state defined percentage of the maximum value of the food instrument type for the peer group. The purpose of the report is to provide the State with information used to identify potential overcharging errors or redemption of non-eligible food items.

VND045

<State Name Department of Health>
 Redemption Change
 XX%
 Month of <June 2003>

Run Date: XX/XX/XXXX
 Run Time: XX:XX:XX
 Page: XXX

Agency	Vendor	Peer Group	MM/YY # of FI	MM/YY # of FI	Diff	MM/YY Value	MM/YY Value	Diff
<Agency Code - Agency Name>								
XXXXX	XX	XXXX	XXX,XXX	XXX,XXX	X.XX%	XXX,XXX.XX	XXX,XXX.XX	X.XX%
XXXXX	XX	XXXX	XXX,XXX	XXX,XXX	X.XX%	XXX,XXX.XX	XXX,XXX.XX	X.XX%
XXXXX	XX	XXXX	XXX,XXX	XXX,XXX	X.XX%	XXX,XXX.XX	XXX,XXX.XX	X.XX%
XXXXX	XX	XXXX	XXX,XXX	XXX,XXX	X.XX%	XXX,XXX.XX	XXX,XXX.XX	X.XX%
Agency Total Number Of Vendors			XX,XXX,XXX					
State Total Number Of Vendors			XXX,XXX,XXX					
*** End Of Listing ***								

19.86.1 Data Elements

This section describes the data elements that will print on the report.

19.86.1.1 Report title

19.86.1.1.1 Origin of Data Element

The report title text will be “Redemption Change {XX%}”. The report will have a sub-title to reflect the month being reported.

19.86.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “Month of {Textual Month} {CCYY}”.

19.86.1.2 Month of

19.86.1.2.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current-Month-End-Dt attribute of the Process-Control entity.

19.86.1.2.2 Format

This is an accounting month and year formatted as Month Name CCYY.

19.86.1.3 Percent Change (XX)

19.86.1.3.1 Origin of Data Element

The percentage threshold as defined by the state that must be exceeded by the vendor for inclusion on this report. The state defined percent comes from the State-Business-Rules entity for the Category attribute = “VNDR_REDEMPCHANGE_LIMIT”.

19.86.1.3.2 Format

This is a two-character value.

19.86.1.4 Agency

19.86.1.4.1 Origin of Data Element

The AgencyID attribute for this vendor from the VendorLAAssociation entity if the PrimaryAgency attribute is not blank.

19.86.1.4.2 Format

The code is a three-character value.

19.86.1.5 Agency Name

19.86.1.5.1 Origin of Data Element

The name value comes from the Name attribute of the Agency entity.

19.86.1.5.2 Format

This is a fifty-character value.

19.86.1.6 Vendor ID

19.86.1.6.1 Origin of Data Element

The code value comes from the Vendor-ID attribute of the Food-Instrument entity.

19.86.1.6.2 Format

This is a six-character value.

19.86.1.7 Vendor Name

19.86.1.7.1 Origin of Data Element

The name comes from the Trade-Name attribute of the Vendor entity for the associated value.

19.86.1.7.2 Format

This is a fifty-character value.

19.86.1.8 Peer Group

19.86.1.8.1 Origin of Data Element

The name comes from the Peer-Group attribute of the Vendor entity for the associated value.

19.86.1.8.2 Format

This is a two-character value.

19.86.1.9 Number of FI MM/YY (where MM/YY is the report month and year)

19.86.1.9.1 Origin of Data Element

This value is a count of the number of food instruments redeemed by the vendor within the agency during the reporting month.

19.86.1.9.2 Format

This is a six-character value.

19.86.1.10 Number of FI MM/YY (where MM/YY is the month/year three months prior to the reporting month)

19.86.1.10.1 Origin of Data Element

This value is a count of the number of food instruments redeemed by the vendor within the agency during that month.

19.86.1.10.2 Format

This is a six-character value.

19.86.1.11 Diff

19.86.1.11.1 Origin of Data Element

This percent value is calculated by subtracting the three months prior count from the current month count, dividing by the three months prior count, and multiplying by 100. The result will be rounded.

19.86.1.11.2 Format

This is a four-digit number plus two decimal places.

19.86.1.12 Value of FI MM/YY (where MM/YY is the reporting month/year)

19.86.1.12.1 Origin of Data Element

This value comes from summing the redeemed dollar value of the food instruments redeemed by the vendor during that month.

19.86.1.12.2 Format

This is a seven-digit number plus two decimal places.

19.86.1.13 Value of FI MM/YY (where MM/YY is three months prior to the reporting month/year)

19.86.1.13.1 Origin of Data Element

This value comes from summing the redeemed dollar value of the food instruments redeemed by the vendor during that month.

19.86.1.13.2 Format

This is a seven-digit number plus two decimal places.

19.86.1.14 Diff

19.86.1.14.1 Origin of Data Element

This percentage value is calculated by subtracting the three months prior value from the current value, dividing by the three months prior value, and multiplying by 100. The result will be rounded.

19.86.1.14.2 Format

This is a four-digit number plus two decimal places.

19.86.1.15 Agency # Vendors

19.86.1.15.1 Origin of Data Element

This value comes from counting the number of vendors appearing on the report for this agency.

19.86.1.15.2 Format

This is an eight-digit number with no decimal places.

19.86.1.16 State # Vendors

19.86.1.16.1 Origin of Data Element

This value is a count of the number of vendors appearing on the report for the entire state.

19.86.1.16.2 Format

This is an eight-character number with no decimal places.

19.86.2 Filter Criteria

19.86.2.1 Base of Data

Vendors with food instruments that meet the following selection criteria are included in the report.

- The food instrument was redeemed during the reported month – PaidDate from the FoodInstrument entity within the reported month.
- If the result of both percentage calculations is greater than or equal to the state defined percentage, the food instrument is included in the report. Any terminated Vendors or Vendors initially authorized within six months of the run date will be excluded from the report.

19.86.3 Sort Order

19.86.3.1 Agency

The report will be sorted first by agency ID.

19.86.3.2 Vendor ID

The report will be sorted by vendor ID within agency.

19.86.3.3 Peer Group

The report will be sorted by peer group within vendor ID.

19.86.4 Control Breaks

19.86.4.1 Agency ID

On a change of agency ID, the agency total number of vendors will print.

19.86.4.2 Vendor

On a change of vendor, the vendor total number of food instruments will print.

19.86.5 Grand Total

The total number of vendors included on the report will print as grand totals.

19.86.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

19.87 Generate Small Volume Vendors Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Small Volume Vendors Report dialog to select criteria for printing the Small Volume Vendors report.

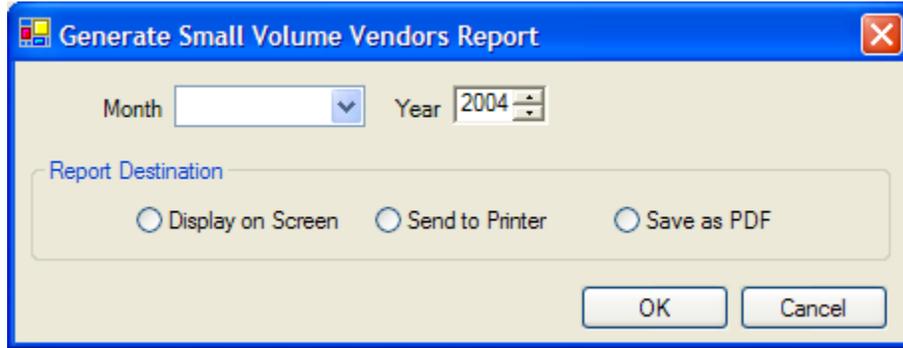


Figure 44 – Generate Small Volume Vendors Report Dialog

19.87.1 Controls

19.87.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Small Volume Vendors Report dialog is active. The control is read only. It will be filled with a list of months from the Reference-Dictionary entity, displayed in calendar month order within the list. It will default to blank. If a selection is not made, the system will present a critical error message that states, “A selection is required in the Month”.

19.87.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Small Volume Vendors Report dialog is enabled. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). If an entry is not made, the system will present a critical error message that states, “An entry is required for the Year”. The year selected must be less than or equal to the current system year.

19.87.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Small Volume Vendors Report dialog is enabled. It will default to Display on Screen.

19.87.1.4 OK Button

The OK button will be enabled when the Generate Small Volume Vendors Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.87.1.5 Cancel Button

The Cancel button will be enabled when the Generate Small Volume Vendors Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.87.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Small Volume Vendors Report dialog.

19.87.2.1 OK

If any required information has not been entered in a text box, the system will display a standard error message with the text “An entry is required for the <control label>.” If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”
- The year entered in the Year masked edit box is the current system year, but the month selected in the Month dropdown is greater than the current system month the system will display a standard error message with the text, “The Month and Year must be less than or equal to the current Month and Year”.

Once the controls have been validated, the system will generate the report to the selected report destination, dismiss the Generate Small Volume Vendors Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.87.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Small Volume Vendors Report dialog and return to the Generate Reports dialog.

19.88 Small Volume Vendors (Output) VND046

****This report will not be accessible if not applicable to your state.**

The user may generate the Small Volume Vendors from the Generate Small Volume Vendors Report dialog. This report will also be generated as part of the month-end process and is available at the state level only.

The Small Volume Vendors lists all vendors that had redemptions from fewer than the state-defined minimum number of different participants during the report month. The purpose of the report is to identify low volume vendors that may not be needed on the program. If a vendor changes peer groups within a reported month, the vendor will appear on the report under both groups. The total number of vendors will include the vendor twice.

19.88.1 Data Elements

This section describes the data elements that will print on the report.

19.88.1.1 Report Title

19.88.1.1.1 Origin of Data Element

The report title text will be “Small Volume Vendors”. The report has two sub-headings. The first will show the threshold number of participants. The second will show the month being reported

19.88.1.1.2 Format

The report title will print as a literal value. The first sub-title will print in the format “Less than {XX} Participants per Month”. The second sub-title will print in the format “Month of {Textual Month} {CCYY}”.

19.88.1.2 Number of Participants

19.88.1.2.1 Origin of Data Element

The state defined minimum number of different participants per vendor from the State-Business-Rules Entity having the Category attribute equal to “VNDR_SMALLVOL_THRESHOLD”.

19.88.1.2.2 Format

This is a two-digit number.

19.88.1.3 Month of

19.88.1.3.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current-Month-End-Dt attribute of the Process-Control entity.

19.88.1.3.2 Format

This is an accounting month and year formatted as Month Name CCYY.

19.88.1.4 Peer Group

19.88.1.4.1 Origin of Data Element

The code value comes from the PeerGroup attribute of the FoodInstrument entity.

19.88.1.4.2 Format

The code is a two-character value.

19.88.1.5 Vendor Code

19.88.1.5.1 Origin of Data Element

The code value comes from the VendorID attribute of the FoodInstrument entity.

19.88.1.5.2 Format

This is a six-character value.

19.88.1.6 Vendor Name and Address

19.88.1.6.1 Origin of Data Element

The name comes from the TradeName attribute of the Vendor entity for the associated value. The address comes from the PhysicalAddress1, PhysicalAddress2, PhysicalCity, PhysicalZip attributes of the Vendor entity for the associated value

19.88.1.6.2 Format

TradeName is a fifty-character value.

PhysicalAddress1 is a fifty-character value.

PhysicalAddress2 is a fifty-character value.

PhysicalCity is a thirty-character value.

PhysicalZip is a nine-character value

19.88.1.7 # Participants

19.88.1.7.1 Origin of Data Element

This value comes from counting the number of participants selected for reporting for this vendor.

19.88.1.7.2 Format

This is a two-digit number.

19.88.1.8 # FI

19.88.1.8.1 Origin of Data Element

This value is the count of the number of food instruments redeemed within the reporting month – PaidDt from the FoodInstrument entity within the reporting month for this vendor.

19.88.1.8.2 Format

This is a three-digit number.

19.88.1.9 Redeemed Amount

19.88.1.9.1 Origin of Data Element

This value comes from summing the PaidAmt attribute of the FoodInstrument entity for the selected food instruments for this vendor.

This field will appear on the report based on the business rule in the State-Business-Rule entity having Category-ID attribute equal to "VNDR_SMALLVOL_TOTALREDEEM". If the Value attribute is "Y", the attribute will appear on the report. If the Value attribute is "N", the report attribute will be suppressed.

19.88.1.9.2 Format

This is a seven-digit number plus two decimal places.

19.88.1.10 Peer Group Total # Vendors

19.88.1.10.1 Origin of Data Element

This value comes from counting the number of vendors within this peer group that appear on the report.

19.88.1.10.2 Format

This is a four-digit number with no decimal places.

19.88.1.11 Grand Total # Vendors

19.88.1.11.1 Origin of Data Element

This value comes counting all the number of vendors in all peer groups appearing on the report.

19.88.1.11.2 Format

This is a five-digit number with no decimal places.

19.88.2 Filter Criteria

19.88.2.1 Base of Data

Vendors with food instruments that meet the following selection criteria are included in the report.

- Only vendors who had less than the state-specified number of participants redeeming food instruments within the reporting month are selected for the report.

19.88.3 Sort Order

19.88.3.1 Peer Group

The report will be sorted first by peer group code.

19.88.3.2 Vendor

The report will be sorted by vendor ID within peer group.

19.88.4 Control Breaks

19.88.4.1 Peer Group

On a change of peer group, the peer group total number of vendors will print.

19.88.5 Grand Total

The total number of vendors included on the report will print as grand totals.

19.88.6 Frequency and Distribution

This report can be generated on demand and will be generated during the month-end process, if the report is selected by the state.

19.89 Generate Food Distribution Items – Average and Maximum Prices Report Dialog

**This dialog will not be accessible if not applicable to your state.

When this report is selected, the system will display the Generate Food Distribution Items – Average and Maximum Prices Report dialog to select criteria for printing the Food Distribution Items – Average and Maximum Prices.

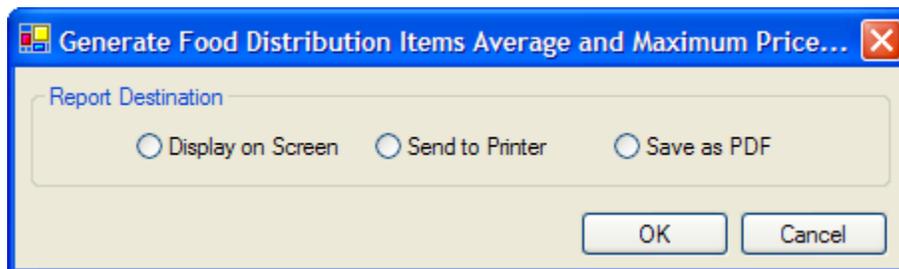


Figure 45 – Generate Food Distribution Items – Average and Maximum Prices Report Dialog

19.89.1 Controls

19.89.1.1 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Food Distribution Items – Average and Maximum Prices Report dialog is enabled. It will default to Display on Screen.

19.89.1.2 OK Button

The OK button will be enabled when the Generate Food Distribution Items – Average and Maximum Prices Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.89.1.3 Cancel Button

The Cancel button will be enabled when the Generate Food Distribution Items – Average and Maximum Prices Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.89.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Food Distribution Items – Average and Maximum Prices Report dialog.

19.89.2.1 OK

Upon selection of the OK button, the system will print the report, dismiss the Generate Food Distribution Items – Average and Maximum Prices Report dialog and return to the Generate Reports dialog.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.89.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Food Distribution Items – Average and Maximum Prices Report dialog and return to the Generate Reports dialog.

19.90 Food Distribution Items – Average and Maximum Prices (Output) VND049

**This report will not be accessible if not applicable to your state.

The user may generate the Food Distribution Items – Average and Maximum Prices from the Generate Food Distribution Items – Average and Maximum Prices Report dialog. This report will also be generated on a monthly basis.

The Food Distribution Items – Average and Maximum Prices is a listing of food distribution item codes and peer groups showing average and maximum prices.

19.90.1 Data Elements

This section describes the data elements that will print on the report.

19.90.1.1 Report Title

19.90.1.1.1 Origin of Data Element

The report title text will be “Food Distribution Items – Average and Maximum Prices”. The report will have a sub-title that lists all of the peer groups being reported

19.90.1.1.2 Format

The report title will print as a literal value. The sub-title will print in the format “Peer Groups {XX} {XX} {XX} {XX} {XX}”.

19.90.1.2 Food Distribution Item Code

19.90.1.2.1 Origin of Data Element

The value will be taken from the Distribution-Item-ID attribute of the Peer-Group-Food-Item entity.

19.90.1.2.2 Format

This is a two digit number.

19.90.1.3 Food Item Description

19.90.1.3.1 Origin of Data Element

The value will be taken from the Description attribute of the FOOD- DISTRIBUTION-ITEM entity.

19.90.1.3.2 Format

This is a sixty character value.

19.90.1.4 Peer Group

19.90.1.4.1 Origin of Data Element

The values will be taken from the Peer-Group attribute of the Peer-Group-Food-Item entity.

19.90.1.4.2 Format

This is a two character value.

19.90.1.5 Average Price

19.90.1.5.1 Origin of Data Element

The values will be taken from the average-price attribute of the Peer-Group-Food-Item entity.

19.90.1.5.2 Format

This is a five digit number with two decimal places.

19.90.1.6 Maximum Percent

19.90.1.6.1 Origin of Data Element

The values will be taken from the Percent-Over attribute of the PEER-GROUP entity.

19.90.1.6.2 Format

This is a five digit number with two decimal places.

19.90.1.7 Maximum Price

19.90.1.7.1 Origin of Data Element

The value will be calculated by using the following formula: maximum price = average price value multiplied by maximum percent divided by 100 for a food item of a specified peer group.

19.90.1.7.2 Format

This is a five digit number with two decimal places.

19.90.2 Filter Criteria

19.90.2.1 Base of Data

The food distribution items will be included in this report for all peer groups in the peer group table.

19.90.3 Sort Order

19.90.3.1 Food Item Dist Code

The report will be sorted first by Distribution-Item-ID attribute value for the food item.

19.90.3.2 Peer Group

The report will be sorted by the Peer-Group attribute within Food Item Distribution Code.

19.90.4 Control Breaks

19.90.4.1 Group by Food Distribution Item

Each food distribution item will be grouped by the distribution item identifier. Should a page break have to occur in the middle of a distribution item grouping, the grouping will be moved to the next page.

19.90.5 Grand Total

None

19.90.6 Frequency and Distribution

This report is part of the End of Month process. It can also be generated on demand.

19.91 Generate Vendors without Monitoring Visits Report Dialog

The Generate Vendors without Monitoring Visits Report dialog allows the user to generate a report of vendors who had compliance activity during the specified date range but did not have a routine monitoring visit recorded within the specified number of days. It is displayed when the user selects the Vendors without Monitoring Visits Report list item from the Reports display list.

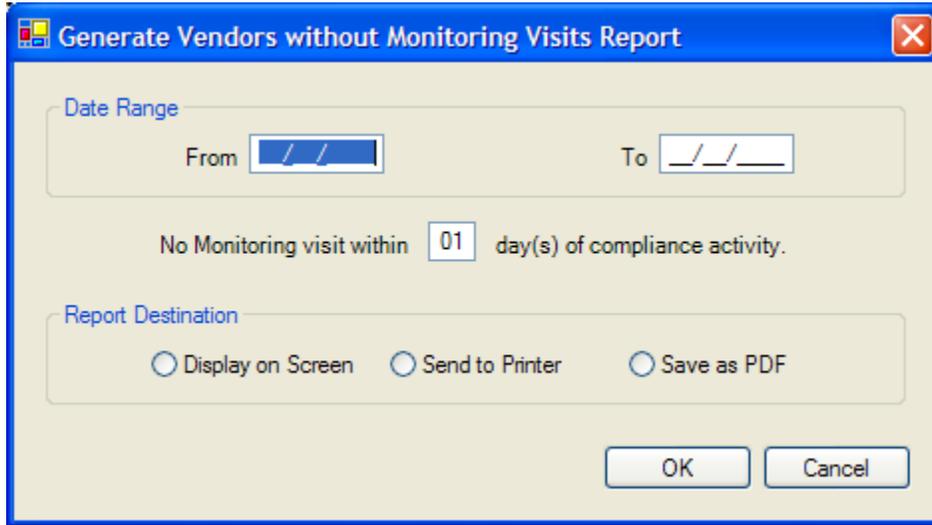


Figure 46 – Generate Vendors without Monitoring Visits Report Dialog

19.91.1 Controls

This section describes the behavior of the controls on the Generate Vendors without Monitoring Visits Report dialog.

19.91.1.1 Date Range From Masked Edit Box (From)

This control allows the user to enter the start date of the date range on which to filter the Vendors without Monitoring Visits report. The masked edit box will be enabled when the Generate Vendors without Monitoring Visits Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date. An entry is required for this control.

19.91.1.2 Date Range To Masked Edit Box (To)

This control allows the user to specify the end date of the date range on which to filter the Vendors without Monitoring Visits report. The masked edit box will be enabled when the Generate Vendors without Monitoring Visits Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date. An entry is required for this control.

19.91.1.3 Within Days of Compliance Activity Text Box

This control allows the user to enter the number of days the routine monitoring visit must have occurred after the compliance activity. The edit box will be enabled when the Generate Vendors without Monitoring Visits Report dialog is active. It will only accept entry of numeric digits. The maximum length of the field is two (2) digits. The text box will initially be blank. An entry is required for this control.

19.91.1.4 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendors without Monitoring Visits Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.91.1.5 OK Button

The OK button will be enabled when the Generate Vendors without Monitoring Visits Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.91.1.6 Cancel Button

The Cancel button will be enabled when the Generate Vendors without Monitoring Visits Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.91.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendors without Monitoring Visits Report dialog.

19.91.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered, the system will display a standard error message with the text, "An entry is required for the <control label>." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If an invalid date has been entered in a date field, the system will display a standard error message with the text "Invalid date entered." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text "Date entered must be less than or equal to today's date."
- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text "Date entered must be less than or equal to today's date."
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will display a standard error message with the text "Beginning of date range must be equal to or less than end of date range."

If a value less than one (1) is entered in the Within Days of Compliance Activity text box, the system will display a standard error message with the text "Invalid number of days entered." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

Once the controls have been validated, the system will generate the Vendors without Monitoring Visits Report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.91.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendors without Monitoring Visits Report dialog and return the user to the Generate Reports dialog.

19.92 Vendors without Monitoring Visits Report (Output) VND050

The Vendors without Monitoring Visits Report lists all vendors who have compliance activity during the specified date range but do not have a routine monitoring visit recorded within the specified number of days.

```

VND050
                                <XXXX> STATE DEPARTMENT OF HEALTH
                                Vendors without Monitoring Visits within XX Days Report
                                XX/XX/XXXX - XX/XX/XXXX
                                RUN DATE XX/XX/XXXX
                                RUN TIME XX:XX:XX
                                PAGE:    XXX

Staff: XXXXXXXX

Vendor ID  Vendor Name, Address  Visit Type  Date of Last Visit  Reason(s) for Visit
-----
XXXXX     XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX,  XXXXX-XXXX
XXXXXXXX-XXXX

                                XXXXXXXXXXXXXXXXXXXXXXX  XX/XX/XXXX  XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
                                XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

                                Violations  Points
                                XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  XXXXX
                                XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX  XXXXX

                                Total: XXXXXX

*** END OF LISTING ***
  
```

19.92.1 Data Elements

This section describes the data elements that will print on the report.

19.92.1.1 Report Title

The title of the report will be the text of “Vendors without Monitoring Visits within XX Days Report”. The title will include the number of days selected on the Generate Vendors without Monitoring Visits Report dialog. A subtitle will indicate the date range selected for the report.

19.92.1.1.1 Origin of Data Element

The date range and number of days will be selected by the user on the Generate Vendors without Monitoring Visits Report dialog.

19.92.1.1.2 Format

The date values will print in MM/DD/CCYY format. The number of days value will print in ## format.

19.92.1.2 Staff

This value will be the ID of the WIC staff person who is primarily responsible for this Vendor.

19.92.1.2.1 Origin of Data Element

The value will be taken from the UserID attribute of the VENDOR entity.

19.92.1.2.2 Format

The value will print as its literal value.

19.92.1.3 Vendor ID

This value will be the ID of the Vendor.

19.92.1.3.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.92.1.3.2 Format

The value will print as its literal value.

19.92.1.4 Vendor Name

This value will be the name of the Vendor.

19.92.1.4.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.92.1.4.2 Format

The value will print as its literal value.

19.92.1.5 Vendor Address

This value will be the physical address of the Vendor.

19.92.1.5.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.92.1.5.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical-ZIP order. Each value will print on a separate line, with the exception of Physical-ZIP, which will print on the same line as the Physical-City.

19.92.1.6 Telephone Number

This value will be the telephone number of the Vendor.

19.92.1.6.1 Origin of Data Element

The value will be taken from the Telephone attribute of the VENDOR entity.

19.92.1.6.2 Format

The value will print in ###-###-#### format.

19.92.1.7 Visit Type

This value will be the type of monitoring visit that was most recently recorded for the Vendor.

19.92.1.7.1 Origin of Data Element

The value will be taken from the appropriate value in the Reference Dictionary Table for the Monitoring Visit event or follow-up activity.

19.92.1.7.2 Format

The value will print as its literal value.

19.92.1.8 Date of Visit

This value will be the date on which the most recent monitoring visit occurred.

19.92.1.8.1 Origin of Data Element

The value will be taken from the Visit-Date attribute of the MONITORING VISIT entity.

19.92.1.8.2 Format

The value will print in MM/DD/CCYY format.

19.92.1.9 Reason(s) for Visit

This value will be the reason why the most recent monitoring visit occurred.

19.92.1.9.1 Origin of Data Element

The value will be taken from the Description attribute of the REFERENCE DICTIONARY entity associated with the Reason-Code attribute in the MONITORING VISIT REASON entity.

19.92.1.9.2 Format

The value will print as its literal value.

19.92.1.10 Violations

This value will be the violation that was assessed against the Vendor as a result of the most recent monitoring visit.

19.92.1.10.1 Origin of Data Element

The value will be taken from the Description attribute of the VIOLATION TYPE entity associated with the Violation-Type attribute of the VIOLATION entity.

19.92.1.10.2 Format

The value will print as its literal value.

19.92.1.11 Points

This value will be the number of sanction points that were assessed against the Vendor as the result of the violation.

19.92.1.11.1 Origin of Data Element

The value will be taken from the Sanction-Points attribute of the VIOLATION entity.

19.92.1.11.2 Format

The value will print as its literal value.

19.92.1.12 Total

This total of sanction points that were assessed against the Vendor as the result of the violations found.

19.92.1.12.1 Origin of Data Element

The value will be a total of all the sanction points that were assessed against the Vendor for this visit.

19.92.1.12.2 Format

The value will print as its literal value.

19.92.2 Filter Criteria

19.92.2.1 Compliance Activity within Specified Date Range

All Vendors with compliance activity occurring between the user-specified begin and end date will be included in the report.

19.92.2.2 No Routine Monitoring Visit within Specified Days

All Vendors who did not have a routine monitoring visit recorded within the specified number of days after their compliance activity will be included in the report.

19.92.3 Sort Order

19.92.3.1 Staff

The report will be sorted first by name of the WIC staff person primarily responsible for the Vendor.

19.92.3.2 Vendor ID

The report will be sorted by Vendor ID within WIC staff person name.

19.92.4 Control Breaks

19.92.4.1 Vendor ID

A page break will occur at the change of Vendor ID.

19.92.5 Control Totals

No control totals are defined for this report.

19.92.6 Frequency and Distribution

Frequency - On-demand

- Data current as of - The date range will be compared to the date the compliance activity occurred.
- Output Type - Screen, Paper, or PDF
- Report Level - State

19.93 Generate Vendors with Pending Price Lists Report Dialog

The Generate Vendors with Pending Price Lists Report dialog allows the user to generate a report of vendors who were sent a request for an updated price list during the specified date range but did not send their price list. It is displayed when the user selects the Vendors with Pending Price Lists Report list item from the Reports display list.

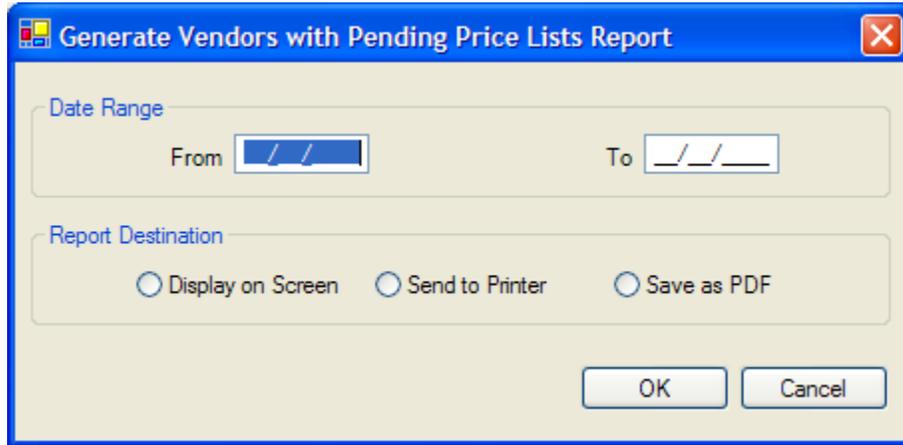


Figure 47 – Generate Vendors with Pending Price Lists Report Dialog

19.93.1 Controls

This section describes the behavior of the controls on the Generate Vendors with Pending Price Lists Report dialog.

19.93.1.1 Date Range From Masked Edit Box (From)

This control allows the user to enter the start date of the date range on which to filter the Vendors with Pending Price Lists report. The masked edit box will be enabled when the Generate Vendors with Pending Price Lists Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date. An entry is required for this control.

19.93.1.2 Date Range To Masked Edit Box (To)

This control allows the user to specify the end date of the date range on which to filter the Vendors with Pending Price Lists report. The masked edit box will be enabled when the Generate Vendors with Pending Price Lists Report dialog is active. It will only accept entry of numeric digits. The mask on the box will be “###/###/####” to accept a date with a four digit year. The masked edit box will initially be blank. The string entered must represent a valid date in the format of MM/DD/CCYY or MM/DD/YY. If the latter, the system will automatically add the century to the year. The date entered must be less than or equal to the system date. An entry is required for this control.

19.93.1.3 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendors with Pending Price Lists Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.93.1.4 OK Button

The OK button will be enabled when the Generate Vendors with Pending Price Lists Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.93.1.5 Cancel Button

The Cancel button will be enabled when the Generate Vendors with Pending Price Lists Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.93.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendors with Pending Price Lists Report dialog.

19.93.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered, the system will display a standard error message with the text, “An entry is required for the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If an invalid date has been entered in a date field, the system will display a standard error message with the text “Invalid date entered.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The date entered in the Date Range From masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range To masked edit box must be less than or equal to the current system date or the system will display a standard error message with the text “Date entered must be less than or equal to today’s date.”
- The date entered in the Date Range From masked edit box must be prior to the value entered in the Date Range To masked edit box or the system will display a standard error message with the text “Beginning of date range must be equal to or less than end of date range.”

Once the controls have been validated, the system will generate the Vendors with Pending Price Lists Report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.93.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendors with Pending Price Lists Report dialog and return the user to the Generate Reports dialog.

19.94.1 Data Elements

This section describes the data elements that will print on the report.

19.94.1.1 Report Title

The title of the report will be the text of “Vendors with Pending Price Lists Report”. A subtitle will indicate the date range selected for the report.

19.94.1.1.1 Origin of Data Element

The date range will be selected by the user on the Generate Vendors with Pending Price Lists Report dialog.

19.94.1.1.2 Format

The values will print in MM/DD/CCYY format.

19.94.1.2 Vendor ID

This value will be the ID of the Vendor.

19.94.1.2.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.94.1.2.2 Format

The value will print as its literal value.

19.94.1.3 Vendor Name

This value will be the name of the Vendor.

19.94.1.3.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.94.1.3.2 Format

The value will print as its literal value.

19.94.1.4 Vendor Address

This value will be the physical address of the Vendor.

19.94.1.4.1 Origin of Data Element

The values will be taken from the Physical-Address-1, Physical-Address-2, Physical-City and Physical-ZIP attributes of the VENDOR entity.

19.94.1.4.2 Format

The values will print in Physical-Address-1, Physical-Address-2, Physical-City, Physical-ZIP order. Each value will print on a separate line, with the exception of Physical-ZIP, which will print on the same line as the Physical-City.

19.94.1.5 Telephone Number

This value will be the telephone number of the Vendor.

19.94.1.5.1 Origin of Data Element

The value will be taken from the Telephone attribute of the VENDOR entity.

19.94.1.5.2 Format

The value will print in ###-###-#### format.

19.94.1.6 Date Price List Requested

This value will be the date the Vendor was sent a request for an updated price list.

19.94.1.6.1 Origin of Data Element

The value will be taken from the Requested-Date attribute of the PRICE-LIST entity.

19.94.1.6.2 Format

The value will print in MM/DD/CCYY format.

19.94.2 Filter Criteria

19.94.2.1 Price List Requested within Specified Date Range

All Vendors who were sent a request for an updated price list between the user-specified begin and end date will be included in the report.

19.94.2.2 No Price List Returned

All Vendors who did not send their updated price list will be included in the report.

19.94.3 Sort Order

19.94.3.1 Vendor ID

The report will be sorted by Vendor ID.

19.94.4 Control Breaks

None

19.94.5 Control Totals

No control totals are defined for this report.

19.94.6 Frequency and Distribution

- Frequency - On-demand
- Data current as of - The date range will be compared to the date the updated price list was requested.
- Output Type - Screen, Paper, or PDF
- Report Level - State

19.95 Generate Average Actual Price Comparison Report Dialog

The Generate Average Actual Price Comparison Report dialog allows the user to generate a report which lists the average actual price for all food instruments redeemed during the past three months for each vendor peer group and food instrument type. The report also lists the percentage of food instruments for each vendor that exceeds the average actual price. It is displayed when the user selects the Average Actual Price Comparison Report list item from the Reports display list.

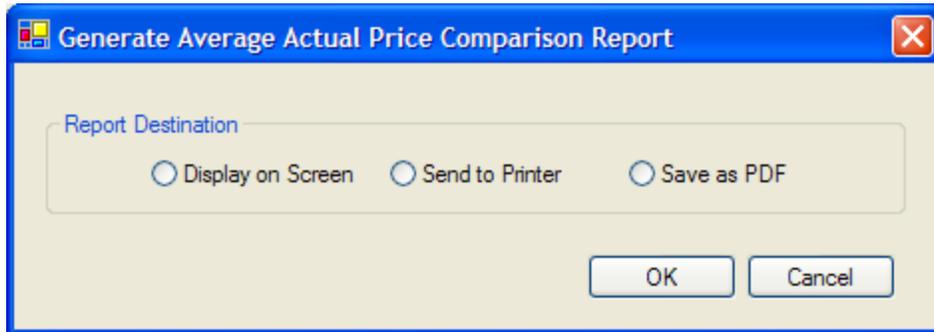


Figure 48 – Generate Average Actual Price Comparison Report Dialog

19.95.1 Controls

This section describes the behavior of the controls on the Generate Average Actual Price Comparison Report dialog.

19.95.1.1 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Average Actual Price Comparison Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.95.1.2 OK Button

The OK button will be enabled when the Generate Average Actual Price Comparison Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.95.1.3 Cancel Button

The Cancel button will be enabled when the Generate Average Actual Price Comparison Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.95.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Average Actual Price Comparison Report dialog.

19.95.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered, the system will display a standard error message with the text, "An entry is required for the <control label>." Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

Once the controls have been validated, the system will generate the Average Actual Price Comparison Report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.95.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Average Actual Price Comparison Report dialog and return the user to the Generate Reports dialog.

19.96 Average Actual Price Comparison Report (Output) VND052

The Average Actual Price Comparison Report lists the average actual price for all food instruments redeemed during the past three months for each vendor peer group and food instrument type. The report also lists the percentage of food instruments for each vendor that exceeds the average actual price.

VND052	<XXXX> STATE DEPARTMENT OF HEALTH Average Actual Price Comparison Report May 2005	RUN DATE XX/XX/XXXX RUN TIME XX:XX:XX PAGE: XXX		
Vendor Peer Group: LARGE GROCERY				
Food Instrument Type: 00155 - FI TYPE 00155				
Food Items: 2 GALLONS FLUID MILK				
1 16-OZ PACKAGE CHEDDAR CHEESE				
36 OUNCES WIC CEREAL				
2 DOZEN LARGE WHITE EGGS				
Average Actual Price Last 3 Months: \$ 10.45				
Vendor ID	Vendor Name	Total Redeemed	Total Redeemed Over Average	Percent Redeemed Over Average
00122	KROGER STORE #1	1690	45	3%
00145	KROGER STORE #7	1490	20	1%
00221	KROGER STORE #11	1920	110	6%
00377	A&P STORE #20	1670	12	1%
*** END OF LISTING ***				

19.96.1 Data Elements

This section describes the data elements that will print on the report.

19.96.1.1 Report Title

The title of the report will be the text of “Average Actual Price Comparison Report”. A subtitle will indicate the month and year when the report was printed.

19.96.1.1.1 Origin of Data Element

The month and year will be taken from the current system date.

19.96.1.1.2 Format

The values will print in “{Textual Month} {CCYY}” format.

19.96.1.2 Vendor Peer Group

This value will be the description of the peer group of the Vendor.

19.96.1.2.1 Origin of Data Element

The value will be taken from the Description attribute of the PEER GROUP entity.

19.96.1.2.2 Format

The value will print as its literal value.

19.96.1.3 Food Instrument Type ID

This value will be the code for the food instrument type.

19.96.1.3.1 Origin of Data Element

This value is taken from the Food Instrument Type table.

19.96.1.3.2 Format

This is a five-digit number.

19.96.1.4 Food Instrument Type Description

This value will be the description for the food instrument type.

19.96.1.4.1 Origin of Data Element

This value is taken from the Food Instrument Type table.

19.96.1.4.2 Format

This is a three-digit number.

19.96.1.5 Food Item Quantity

This value will be the quantity of the food item on the food instrument type.

19.96.1.5.1 Origin of Data Element

This value is taken from the Food Instrument Type Items table.

19.96.1.5.2 Format

The values will print as their literal values.

19.96.1.6 Food Item Description

This value will be the description of the food item on the food instrument type.

19.96.1.6.1 Origin of Data Element

This value is taken from the Food Instrument Type Items table.

19.96.1.6.2 Format

The value will print as its literal value.

19.96.1.7 Average Actual Price Last 3 Months

This value will be the average of the actual price for the food instrument type within the vendor peer group over the last three months.

19.96.1.7.1 Origin of Data Element

This value is calculated by dividing the Current Month Dollar Value by the Current Month Number of FI.

19.96.1.7.2 Format

This is a five-digit number with two decimal places.

19.96.1.8 Vendor ID

This value will be the ID of the Vendor.

19.96.1.8.1 Origin of Data Element

The value will be taken from the Vendor-ID attribute of the VENDOR entity.

19.96.1.8.2 Format

The value will print as its literal value.

19.96.1.9 Vendor Name

This value will be the name of the Vendor.

19.96.1.9.1 Origin of Data Element

The value will be taken from the Trade-Name attribute of the VENDOR entity.

19.96.1.9.2 Format

The value will print as its literal value.

19.96.1.10 Total Redeemed

This value will be the number of food instruments redeemed during the last three months.

19.96.1.10.1 Origin of Data Element

This value is the count of the number of food instruments redeemed during the last three months for this combination of vendor and food instrument type.

19.96.1.10.2 Format

This is a six-digit number.

19.96.1.11 Total Redeemed Over Average

This value will be the number of food instruments redeemed during the last three months for an amount greater than the average actual price for the food instrument type within the vendor peer group over the last three months.

19.96.1.11.1 Origin of Data Element

This value is the count of the number of food instruments redeemed during the last three months for an amount greater than the average actual price for this combination of vendor and food instrument type.

19.96.1.11.2 Format

This is a six-digit number.

19.96.1.12 Percent Redeemed Over Average

This value will be the percent of food instruments redeemed during the last three months for an amount greater than the average actual price for the food instrument type within the vendor peer group over the last three months.

19.96.1.12.1 Origin of Data Element

This value is calculated by dividing the Total Redeemed Over Average by the Total Redeemed and multiplying the resulting value by 100 and rounding to the nearest whole number.

19.96.1.12.2 Format

This is a three-digit number.

19.96.2 Filter Criteria

19.96.2.1 Food Instruments Redeemed in Last 3 Months

All Vendors who redeemed a food instrument within the last three months will be included in the report.

19.96.3 Sort Order

19.96.3.1 Peer Group

The report will be sorted first by the Vendor peer group.

19.96.3.2 Food Instrument Type ID

The report will be sorted by Food Instrument Type ID within Vendor peer group.

19.96.3.3 Vendor ID

The report will be sorted by Vendor ID within Food Instrument Type ID.

19.96.4 Control Breaks

19.96.4.1 Food Instrument Type ID

A page break will occur at the change of Food Instrument Type ID.

19.96.4.2 Peer Group

A page break will occur at the change of Vendor peer group.

19.96.5 Control Totals

No control totals are defined for this report.

19.96.6 Frequency and Distribution

Frequency	-	On-demand
Data current as of	-	Current day
Output Type	-	Screen, Paper, or PDF
Report Level	-	State

19.97 Generate Vendor to Participant Ratio Report Dialog

The Generate Vendor to Participant Ratio report dialog allows the user to generate a ratio of vendors to participants for the month and year specified by the user. It is displayed when the user selects the Vendor to Participant Ratio Report list item from the Reports display list.

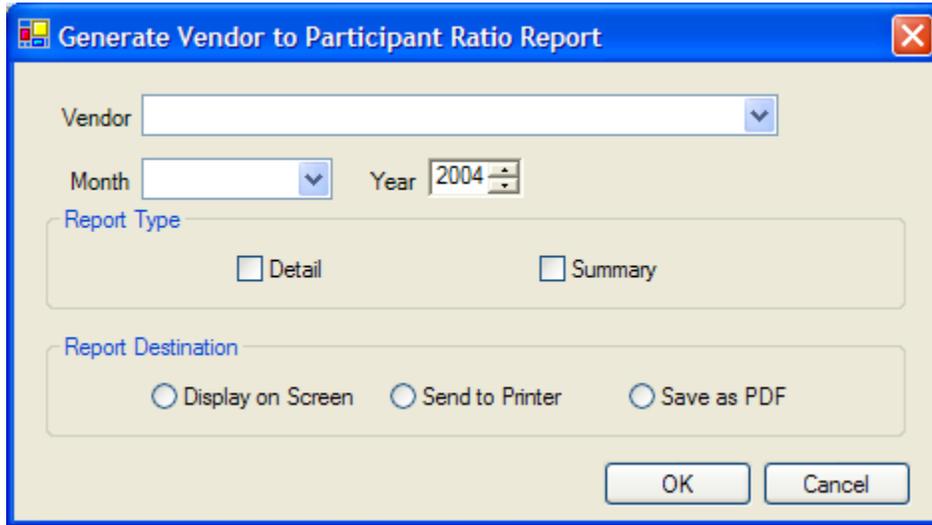


Figure 49 – Generate Vendor to Participant Ratio Report Dialog

19.97.1 Controls

This section describes the behavior of the controls on the Generate Vendor to Participant Ratio Report dialog.

19.97.1.1 Vendor Dropdown

This control allows the user to select the Vendor to include in the report. The dropdown will be enabled when the Generate Vendor to Participant Ratio Report dialog is active. This will be a read only drop down list. It is filled with a list of Vendors from the Vendor Table, which is displayed in alpha order within the list, plus “All”. The dropdown will display the Vendor Trade Name and Vendor ID. The field will initially be blank.

19.97.1.2 Month Dropdown

This control allows the user to select the month to include in the report. The dropdown will be enabled when the Vendor to Participant Ratio Report dialog is active. This will be a read only drop down list. It is filled with a list of months from the Reference Dictionary Table, which is displayed in calendar month order within the list. The field will initially be blank.

19.97.1.3 Year Masked Edit Box and Spin Control

This control allows the user to specify the Calendar Year to include in the report. The masked edit box and spin control will be enabled when the Generate Vendor to Participant Ratio Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current system year. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

19.97.1.4 Detail Check Box

This control allows the user to select if the user would like all the detail displayed for the report. The check box will be enabled when the Generate Vendor to Participant Ratio Report dialog is active. The field will initially be blank. If checked, this check box will be emptied if the State Summary check box is checked.

19.97.1.5 Summary Check Box

This control allows the user to select if the user would like to see the summarized report at the state level. The check box will be enabled when the Generate Vendor to Participant Ratio Report dialog is active. The field will initially be blank. If checked, the check box will be emptied if the Details Check Box is checked.

19.97.1.6 Report Destination Radio Button Group

This group of radio buttons allows the user to select the destination of the report. The radio button group will be enabled when the Generate Vendor to Participant Ratio Report dialog is active. There will be three (3) report destinations:

- Display on Screen
- Send to Printer
- Save as PDF

The Display on Screen radio button will be the default selection.

19.97.1.7 OK Button

The OK button will be enabled when the Generate Vendor to Participant Ratio Report dialog is active (See Processing section below). Characteristics for the OK button are defined in *Consistencies*.

19.97.1.8 Cancel Button

The Cancel button will be enabled when the Generate Vendor to Participant Ratio Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

19.97.2 Processes

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Vendor to Participant Ratio Report dialog.

19.97.2.1 OK

Upon selection of the OK button, the system will initiate a check for required and valid information.

If any required information has not been entered in a dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.” Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction.

If any control contains a value that is not considered legitimate, the system will display the appropriate standard error message. Upon dismissal of the error message, the system will automatically position the cursor to the field in error to facilitate error correction. Values considered legitimate are as follows:

- The Month and Year combination must be less than or equal to the current system month and year or the system will display a standard error message with the text “The Month and Year must be less than or equal to the current Month and Year.”
- The year entered in the Year masked edit box must be less than or equal the current system year or the system will display a standard error message with the text “The Year must be between 1900 and the current system year.”

Once the controls have been validated, the system will generate the Vendor to Participant Ratio Report to the selected report destination.

Upon selection of the OK button when the Save as PDF radio button is selected, the system will present a common dialog screen to allow the user to select the path and file name for the PDF file.

19.97.2.2 Cancel

Upon selection of the Cancel button, the system will dismiss the Generate Vendor to Participant Ratio Report dialog and return the user to the Generate Reports dialog.

19.98 Vendor to Participant Ratio (Output) VND053

The user may generate the Vendor to Participant Ratio Report from the Generate Vendor to Participant Ratio Report dialog.

This report shows the percentage of the participants redeeming food instruments at vendor outlets within a city and zip code during the month selected.

If the detail level report is selected, for county, city and zip code, calculate the number of participants for the same area by vendor outlet, and calculate the total vendors, total participants and ratio of total participants to total vendor outlets for each zip code.

If the summary level report is selected, for county, city and zip code, calculate the total number of vendors and total participants for the same area, and calculate ratio of total participants to total vendor outlets in each zip code.

VND053

<State Name Department of Health>
 VENDOR TO PARTICIPANT RATIO - DETAIL
 Month of <March 2004>

RUN DATE XX/XX/XXXX
 RUN TIME XX:XX:XX
 PAGE: XXX

<COUNTY>

City, Zip Code	Vendor	Number of Vendors	Number of Participants	Ratio of Vendors to Participants
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXX,XXX	
	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXX,XXX	
	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXX,XXX	
TOTAL		XXX	XXX,XXX	XXX:XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXX,XXX	
	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXX,XXX	
TOTAL		XXX	XXX,XXX	XXX:XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		XXX,XXX	
TOTAL		XXX	XXX,XXX	XXX:XXX

*** END OF LISTING ***

VND053

<State Name Department of Health>
VENDOR TO PARTICIPANT RATIO - SUMMARY
Month of <March 2004>

RUN DATE XX/XX/XXXX
RUN TIME XX:XX:XX
PAGE: XXX

<COUNTY>

City, Zip Code	Number of Vendors	Number of Participants	Ratio of Vendors to Participants
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX:XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX:XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX:XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX:XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX:XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX	XXX,XXX	XXX:XXX

*** END OF LISTING ***

19.98.1 Data Elements

This section describes the data elements that will print on the report.

19.98.1.1 Report Title

19.98.1.1.1 Origin of Data Element

The text for the report title will be “Vendor to Participant Ratio – Detail” for the detail report and “Vendor to Participant Ratio – Summary” for the summary report. Both the detail and summary will have a sub-title that indicates the month being reported.

19.98.1.1.2 Format

The title will print as a literal value. The sub-title will print in the format “Month of {Textual Month} {CCYY}”.

19.98.1.2 Month Of

19.98.1.2.1 Origin of Data Element

The user records this value when the report is submitted. All food instruments redeemed during this month are selected for this report.

19.98.1.2.2 Format

This is an accounting month and year.

19.98.1.3 County

19.98.1.3.1 Origin of Data Element

The county code is taken from the CaseloadCountEnrollment table for the State WIC ID on the Food Instrument table. The code is used to print the county description from the county table.

19.98.1.3.2 Format

This is a 50-character description.

19.98.1.4 City, Zip Code

19.98.1.4.1 Origin of Data Element

The City and Zip code are taken from the CaseloadCountEnrollment table for the State WIC ID on the Food Instrument table.

19.98.1.4.2 Format

This is a 42-character description. The physical city name is a 30-character description. The zip code is a nine-character value.

19.98.1.5 Vendor Name

19.98.1.5.1 Origin of Data Element

The vendor code is taken from the Food Instrument table. The code is used to print the associated vendor trade name from the Vendor table.

19.98.1.5.2 Format

This is a 50-character description.

19.98.1.6 Number of Participants (Detail per Vendor)

19.98.1.6.1 Origin of Data Element

This value is the unique count of the number of state WIC IDs on food instruments redeemed during the selected month for this county / city, zip / vendor. This is the count of the StateWICID from the FoodInstrument entity.

19.98.1.6.2 Format

This is a six-digit number.

19.98.1.7 Total Number of Vendors

19.98.1.7.1 Origin of Data Element

This value is the unique count of the number of vendors on food instruments redeemed during the selected month for this county / city, zip. This is the count of the VendorID from the FoodInstrument entity.

19.98.1.7.2 Format

This is a six-digit number.

19.98.1.8 Total Number of Participants

19.98.1.8.1 Origin of Data Element

This value is the unique count of the number of state WIC IDs on food instruments redeemed during the selected month for this county / city, zip. This is the count of the StateWICID from the FoodInstrument entity.

19.98.1.8.2 Format

This is a six-digit number.

19.98.1.9 Total Ratio of Vendors to Participants

19.98.1.9.1 Origin of Data Element

This value is the ratio of the total number of vendors to the total number of state WIC IDs on food instruments redeemed during the selected month for this county / city, zip. This is participants divided by vendors (100 participants divided by 5 vendors is a 1:20 ratio of vendors to participants).

19.98.1.9.2 Format

This is two a six-digit numbers separated by a colon, 1:1.

19.98.2 Filter Criteria

19.98.2.1 Base of Data

The report is based on all food instruments redeemed during the selected month for the selected Vendor.

19.98.3 Sort Order

19.98.3.1 County

This report will be sorted first by County.

19.98.3.2 City and Zip Code

This report will be sorted by City and Zip Code within County.

19.98.3.3 Vendor ID

This report will be sorted by Vendor ID within City and Zip Code.

19.98.4 Control Breaks

19.98.4.1 Vendor ID

When the Detail report is selected, a total count for Number of Participants per vendor will be calculated.

19.98.4.2 City and Zip Code

Totals will be calculated for Number of Vendors, Number of Participants and the Ratio when a Total City and Zip Code line is printed.

19.98.4.3 County

A page break will occur on change in county.

19.98.4.4 Vendor Name Detail

When the Detail report is selected, the vendor name will print and a total count for Number of Participants will be printed.

19.98.5 Grand Total

No grand total has been defined for this report.

19.98.6 Frequency and Distribution

This report can be generated on demand.