



## Discharge Counts Resolution Tips

This resolution tip sheet will assist you in resolving monthly reported versus accepted discharge counts by month.

Topic	Resolution Tips
Determine reported discharge counts by month for entry on the View Status Screen	<ul style="list-style-type: none"> <li>❖ Facilities should use internal abstracted qualifying case numbers to determine the reported count figures.</li> <li>❖ Calculate based upon total patient population that qualifies for reporting, not the number of error free discharges submitted in the facility file.</li> </ul>
Items to include in the reconciliation process	<p>The COMPdata Reporting system provides the following reports to resolve discharge count discrepancies.</p> <ul style="list-style-type: none"> <li>❖ Data Submission Verification Report (DSVR)</li> <li>❖ Edit Error</li> <li>❖ AdHoc/Accepted Records</li> <li>❖ Your facility               <ul style="list-style-type: none"> <li>➢ Internal monthly abstract discharge reports, etc.</li> </ul> </li> </ul>
Determine Outpatient discharge counts by OS/OC/ED/IM Category	<p>When internal abstract numbers aren't matching the accepted cases on the View Status Screen or DSVR for Outpatient categories:</p> <ul style="list-style-type: none"> <li>• Retrieve a current DSVR and go to the OP tab.</li> <li>• Under the Combined Totals column, note the accepted cases figure.</li> <li>• Add this figure to any pending submission, including rejected errors.</li> </ul> <p>If this total = your combined total of outpatient discharge counts for OS/OC/ED/IM for the time period:</p> <ul style="list-style-type: none"> <li>• From the DSVR take the Discharge Counts by Month in each category column OS/OC/ED/IM, and enter them on the View Status Screen.</li> </ul> <p>If the total does not = your reported case counts for the time period:</p> <ul style="list-style-type: none"> <li>✓ Determine if any cases are pending submission.</li> <li>✓ Review the Edit Error Reports for corrections that must be made.</li> <li>✓ Continue to resubmit corrections until figures match as above, then utilize category breakdown.</li> </ul>
Reconcile an overage of reported discharge counts	<p>Your internal abstract may have included duplications.</p> <ul style="list-style-type: none"> <li>➢ Check for a record count of duplications on the Batch ID Report.</li> <li>➢ Check the Edit Summary Report for invalid bill types or other indications that data not required to submit was included on the file.</li> <li>➢ Adjust counts accordingly.</li> </ul>
Reconcile an increase in Accepted Records	<p>You have more cases than your internal abstract indicates.</p> <ul style="list-style-type: none"> <li>➢ Run an AdHoc report to identify changes in Unique Patient IDs.</li> <li>➢ Determine which cases or files should be deleted to balance counts and adjust counts if necessary.</li> </ul>
Determine outstanding cases	<ul style="list-style-type: none"> <li>➢ Run an AdHoc Report for a list of accepted cases.</li> <li>➢ Include the Edit Detail Report for reference of any pending corrections.</li> <li>➢ Compare the two reports to your internal abstract to determine outstanding cases for submission.</li> </ul>