



OREGON MOTS SERVICES RELEASE NOTES

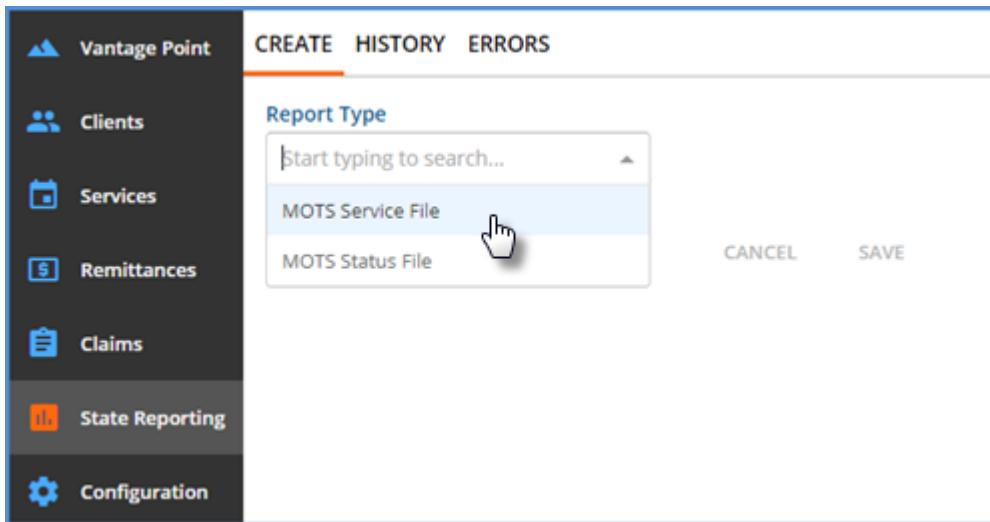
OR-MOTS-SERVICES – VERSION 1.0.12

REQUIRES ECHOVANTAGE VERSION 3.07 OR HIGHER

NEW FEATURES

Oregon MOTS Non-Medicaid Services Reporting

Oregon MOTS Non-Medicaid Services reporting is now available with the release of the or-mots-services-1.0.12 state reporting acorn. Once installed, the MOTS Services File will be available to select from the State Reporting menu Report Type drop-down listing.



Configuring the MOTS Services File

The following items need to be addressed or configured prior to creating a MOTS Services File:

- A MOTS specific payer will need to be designated or added.
- This MOTS payer will need to be the primary payer for the clients that will be reported.
- Charges for the MOTS specific payer will need to be created prior to running the MOTS Services File report.
- The client's birth name will need to be recorded as an alias with an *Alias Type* of BirthName to be included in the report.
- Access must be granted to State Reporting for the appropriate user groups in *Configuration>Staff/Users>User Groups>Menu Options*.
- Defined Filters may be used to filter out Mental health Crisis or Involuntary Service events that should not be reported in the Non-Medicaid Service file.



CREATING THE MOTS SERVICES FILE

CREATING A JOB

- The MOTS-Services File is created from the State Reporting Menu
- Enter the information as shown in the example below.
- Note that the Start Date must be before the End Date.
- When all required information is entered, the blue *SAVE* will be enabled.
- Click *SAVE* to create a job.

CREATE HISTORY ERRORS

Report Type
MOTS Service File

Start Date* End Date* Agency Id* Parent Provider Id*

Mots Payer Id*
Start typing to search...

Agency Contact* Contact Number*

CANCEL SAVE

REVIEWING A JOB

- Users can review Job Status on the History tab.
- Users may Finalize or Retry a Job in Preview Status*
- Files may be downloaded for review prior to Finalization

**Future updates will include the ability to retry a job so that the currently selected records will repopulate and pull in changes like a corrected birth date or birth name that were made after the initial file creation.*

Downloading Files

- A .zip file containing the output file may be downloaded from the History tab.
- Files are downloaded to the user's local Downloads folder.

Finalized MOTS Services Charges

- After a MOTS Service File has been finalized, the charge status for each submitted record is changed to DONE 'D'.
- Payments and adjustments should be handled through the Remittances menu option.
- If configured, the charges will Waterfall to the client's next priority payer.



UPDATES

[MOTS Status File Updated](#)

The Header and Trailer segments of the MOTS Status File Report were updated with the release of the MOTS-Status Version 1.0.45. This version produces properly formatted Header and Trailer segments for the MOTS-Status File submission.