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Subject: FW: GBA Helpful Hints #2 - GBA Status tabs

I've been getting a lot of questions about the status' of GBA, so I thought I would send a quick note out to everyone.

Dashboard status tabs:

Recently Worked – These are the most recently worked documents regardless of status and can be sorted further by using the other tabs.

Open tab – These are all billing documents that are saved in GBA and will not be sent to FMMI. They can be changed, added to, etc.

Pending tab – These are FMMI billing documents that have been queued in GBA (by pressing the GBA submit button) to be transferred to FMMI. The nightly interface cycle is scheduled to run at 5 p.m. Pacific Time and the documents are then changed to the submitted tab. The documents in Pending can still be changed before the transfer to FMMI, by reopening the document, making the changes, and pressing the submit button again.

NOTE: GBA Interface is currently turned off (Nov. 21, 2011), so all GBA FMMI billing documents that have had the submit button pressed will remain in FMMI Pending until the interface process is turned back on.

Submitted tab – These are FMMI billing documents that have been submitted to FMMI by the interface. These documents are locked until the return FMMI file is posted, so no changes can be made until then.

Processed tab – These are all COD billing documents and FMMI billing documents that were successfully posted in FMMI.

Cancelled tab – These are FMMI billing documents that were previously posted in FMMI, but are now cancelled. This tab will not show billing documents that are deleted prior to any FMMI posting.

Rejected tab – These are FMMI billing documents that were rejected by FMMI and will were automatically opened. They will need to be reviewed and corrections made in GBA before resubmitting to FMMI. You will see these documents list under Rejected and Open tabs on the dashboard.