

SRW Deletion in ARMS – Update #6

With the implementation of the new ARMS System on August 6, 2007 (FY 2008) the creation, assigning and data entry of Site/Route/Worker Codes (SRW) became a local function. ARMS users are allowed to create and set up SRWs and they chose. This also includes keeping SRWs current.

Users have never been able to delete Service Totals SRWs because these records are tied to reimbursement. Therefore, no SRWs are deleted during a current fiscal year that has service totals records tied to them. If these service total records are changed to “**ZERO**” and not moved to another SRW with the same service, ARMS will adjust reimbursement to reclaim previously paid reimbursement for these units.

If the site close during the current year, add the word “*Closed*” in the description.

Provider: ALAMANCE CO TRANSP AUTHORITY(G004)
 Region: PIEDMONT TRIAD COG
 County: Alamance
 Service: TRANSPORTATION

SRWCode	Description		
401	GENERAL TRANSP	Details	Service Totals
999	NUTRITION TRANSPORT	Details	Service Totals

Add Provider Site/Route/Worker Provider Budgets Cancel

Figure 1

At the start of Year 2010, users can mark SRWs for deletion. For example, in Figure 1, SRW Code 999 has clients on this SRW as shown in Figure 2. Note that all service totals equal **ZERO** in Figure 2. Therefore, these clients can be removed from this SRW.

Provider Site/Route/Worker Service Totals

Provider: ALAMANCE CO TRANSP AUTHORITY(G004) Region - County : G - Alamance
 Service : TRANSPORTATION(250) [Maximum monthly units: 250] Site/Route/Worker : 999 - NUTRITION TRANSPORT

SN#	Name	Status	Date Of Birth	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
5.	ABERNATHY MARGARET	A	10/3/19 12:00:00 AM													0
6.	ALSTON GRACE	A	5/26/19 12:00:00 AM													0
5.	BECKOM ANNIE	A	8/11/19 12:00:00 AM													0
7.	GREEN LULA	A	7/30/19 12:00:00 AM													0
				0	0	0	0	0	0	0	0	0	0	0	0	0

Update Verify Provider Budgets Cancel

Figure 2

Remove the Names from the SRW by clicking the **Details** link in Figure 1.

This screen will display when the **Details** link is clicked in Figure 1. Users can now click **Remove** to delete the Client from the SRW Service Totals. The user should repeat the **Remove** until all Names have been removed from the Provider Site/Route/Worker Information.

Provider Site/Route/Worker Information

Provider Code : G004
 Agency Name : ALAMANCE CO TRANSP AUTHORITY
 Region : G
 County : Alamance
 Service : TRANSPORTATION(250)
 Site/Route/Worker Code : 999
 Description :
 CreateUser: LINDA.OWENS
 CreateTime: 5/26/2009 9:03:07 AM
 ModifyUser: LINDA.OWENS
 ModifyTime: 5/26/2009 9:08:33 AM
 Clients :

SSN4	Name	Sex	Date Of Birth	Client Status		
6	ABERNATHY MARGARET	F	10/3/19	A	[Remove]	[Details]
6	ALSTON GRACE	F	5/26/19	A	[Remove]	[Details]
5	BECKOM ANNIE	F	8/11/19	A	[Remove]	[Details]
7	GREEN LULA	F	7/30/19	A	[Remove]	[Details]

Figure 3

As you click **Remove**, the Names are deleted from the SRW Service Totals as shown below in Figure 4. Please note that Service Totals must equal **ZERO** before a Name can be removed from the SRW. Continue clicking **Remove** until all Names have been removed. Click Update to save.

SSN4	Name	Sex	Date Of Birth	Client Status		
5	BECKOM ANNIE	F	8/11/19	A	[Remove]	[Details]
7	GREEN LULA	F	7/30/19	A	[Remove]	[Details]

Figure 4

Once all Names have been removed the SRW will look like the example in Figure 5. The user can type in the **Description** field “*DELETE SRW.*” This will allow ARMS to identify SRW to delete in the new fiscal year of 2010.

Figure 5

When all Names have been removed from the SRW, the following screen (Figure 6) will display when the SRW Code is selected for SRW 999 (Figure 7).

Figure 6

Provider Code :		G004				
Agency Name :		ALAMANCE CO TRANSP AUTHORITY				
SRWCode	Description	Region	County	Service	Details...	Service Totals...
400	MEDICAL TRANSPORT	G	Alamance	TRANSPORTATION (MEDICAL)(033)	Details...	Service Totals...
401	GENERAL TRANSP	G	Alamance	TRANSPORTATION(250)	Details...	Service Totals...
999	DELETE SRW	G	Alamance	TRANSPORTATION(250)	Details...	Service Totals...

Figure 7

Important Note

Removing SRWs should only be done at the beginning of a fiscal year or if **NO** service totals have been added for the current year and/or if the SRW Service Totals equal **ZERO**.

Remember if you zero out units during the year, ARMS will reclaim the previous reimbursement in the next reimbursement cycle.