

APPENDIX C42

REQUEST FOR SUMMARY LEVEL BILLING ADJUSTMENT

Billing Advice Code "42"
Duplicate Summary Level Billing

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FDE" for initial request. Enter "FDF" for followup request. Enter "FDC" to cancel request.
RI Code (Billing Office)	4-6	Perpetuate from the duplicate summary billing record (SBR).
Recipient of Billing Status Code	7	Enter the applicable code.
Blank	8-10	Leave blank.
Bill Number (Duplicate)	11-15	Enter the bill number of the billing which totally duplicates a prior billing.
Blank	16-18	Leave blank.
Year Within Decade	19-21	Enter the year within decade and month of the duplicate bill.
Blank	22-24	Leave blank.
Bill Number (Original)	25-29	Leave blank.
Blank	30-32	Leave blank.
Year Within Decade and Month (Original)	33-35	Enter the year within decade and the month of the original bill.
Amount (Original)	36-44	Leave blank.
DoDAAC	45-50	Enter the DoDAAC of the billed office.
Blank	51-58	Leave blank.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Billing Advice Code	59-61	Enter: 59 Blank or character significant to requester. 60-61 "42".
Day of Year	62-64	Enter day request is submitted.
Amount (Duplicate)	65-73	Enter the amount of the duplicate bill.
Blank	74-80	Leave blank.

APPENDIX C43

REQUEST FOR SUMMARY LEVEL BILLING ADJUSTMENT

Billing Advice Code "43"
Duplicate Summary Level Reimbursement (Different Bill Number)

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FDE" for initial request. Enter " FDF " for followup request. Enter "FDC" to cancel request.
RI Code (Billing Office)	4-6	Perpetuate from the duplicate summary billing record (SBR).
Recipient of Billing Status Code	7	Enter the applicable code.
Blank	8-10	Leave blank.
Bill Number (Duplicate)	11-15	Enter the bill number of the billing which totally duplicates a prior billing.
Blank	16-18	Leave blank.
Year Within Decade and Month (Duplicate)	19-21	Enter the year within decade and month of the duplicate bill.
B l a n k	22-24	Leave blank.
Bill Number (Original)	25-29	Enter the bill number of the original bill.
Blank	30-32	Leave blank.
Year Within Decade and Month	33-35	Enter the year within decade and month of the original bill.
Amount (Original)	36-44	Enter the amount of the original bill .
DoDAAC (Requester)	45-50	Enter the DoDAAC of the office requesting the adjustment.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Fund Code	51-52	Enter fund code under which the adjustment is to be processed.
DoDAAC (Billed Office)	53-58	Enter the DoDAAC of the office receiving the adjustment.
Billing Advice Code	59-61	Enter: 59 Blank or character signifi- 60-61 "43". cant to requester.
Day of Year	62-64	Enter day request is submitted.
Amount (Duplicate)	65-73	Enter the amount of the duplicate bill.
Blank	74-80	Leave blank .

APPENDIX C44

REQUEST FOR SUMMARY LEVEL BILLING ADJUSTMENT

Billing Advice Code, "44"

Duplicate Summary Level Billing (Within Second Billing)

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FDE" for initial request. Enter "FDF" for following request. Enter "FDC" to cancel request.
RI Code (Billing Office)	4-6	Perpetuate from the summary billing record (SBR).
Recipient of Billing Status Code	7	Enter applicable code.
Blank	8-10	Leave blank.
Bill Number (Duplicate)	11-15	Enter the bill number of the billing which totally duplicates a prior billing.
Blank	16-18	Leave blank.
Year Within Decade and Month (Duplicate)	19-21	Enter the Year within decade and month of the duplicate bill.
Blank	22-24	Leave blank.
Bill Number (Original)	25-29	Enter the bill number of the original bill.
Blank	30-32	Leave blank.
Year Within Decade and Month (Original)	33-35	Enter the year within decade and month of the original bill.
Amount (Original)	36-44	Enter the amount of the original bill.
DoDAAC (Requester)	45-50	Enter the DoDAAC of the office requesting the adjustment.
Fund Code	51-52	Enter the fund code under which the adjustment is to be processed.

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DoDAAC (Billed Office)	53-58	Enter the DoDAAC of the office billed.
Billing Advice Code	59-61	Enter: ' 59 Blank or character significant to requester. 60-61 "44".
Day of Year	62-64	Enter day request is submitted.
Amount (Duplicate)	65-73	Enter the amount of the duplicate bill.
Blank	74-80	Leave blank.

APPENDIX C45

REPLY TO REQUEST FOR SUMMARY LEVEL ADJUSTMENT

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
DI Code	1-3	Enter "FDR" to reply to initial or cancellation request. Enter "FDS" to reply to follow-up request.
RI Code (Billing Office)	4-6	Perpetuate from the request (DI Codes FDE, FDC, FDF).
Recipient of Billing Status Code	7	Perpetuate from the request.
Blank	8-10	Leave blank.
Bill Number (Duplicate)	11-15	Perpetuate from the request.
Blank	16-18	Leave blank.
Year Within Decade and Month (Duplicate)	19-21	Perpetuate from the request.
Blank	22-24	Leave blank.
Bill Number (Original)	25-29	Perpetuate from the request.
Blank	30-32	Leave blank.
Year Within Decade and Month (Original)	33-35	Perpetuate from the request.
Amount (Original)	36-44	Perpetuate from the request.
DoDAAC (Requester)	45-50	Perpetuate from the request.
Bill Number (Adjustment)	51-55	When the billing status code indicates adjustment furnished previously (e.g., "AI" or "DD"), enter the bill number under which the adjustment was processed. Otherwise, leave blank .

<u>Field Legend</u>	<u>Position(s)</u>	<u>Entry and Instructions</u>
Year Within Decade and Month (Adjustment)	56-58	Enter the year within decade and the month in which the adjustment was processed when the billing status indicates adjustment was furnished previously.
Billing Status Code	59-61	Enter: 59 Blank or character significant to the billing office. 60-61 Applicable status code.
Day of the Year	62-64	Enter day of year response is prepared. Must be forwarded within 3 calendar days of this day.
Amount (Duplicate)	65-73	Enter adjustment amount.
Blank	74-80	Leave blank.