

COURSE OUTLINE – (FTB-P-003)

FINEOS GUI USAGE – PROVIDER PAYMENTS

Overview

The ***FINEOS GUI Usage - Provider Payments*** course explains the main concepts behind FINEOS Payments Manager and how it manages unscheduled payments. The course includes general payments theory and practical exercises to show how to manage payments to service providers.

Objectives

To provide attendees with the ability to manage and process payments to service providers.

At the end of this course participants should know how to do the following:

- Create provider payments
- Manage validations on provider payments
- Process provider payments
- Cancel or deactivate provider payments.

Who should attend?

Anyone involved in the development, testing and use of FINEOS provider payments:

- Software Engineers
- Test Engineers
- Business Analysts
- Business and Technical Consultants

Pre-requisites

Courses:

- FTB-F-001 – FINEOS GUI Overview - Front Office
- FTB-C-001 – FINEOS GUI Overview - Claims
- FTB-P-002 – FINEOS GUI Overview - Payments
- FTB-F-003 – FINEOS Basic Navigation
- FTB-F-004 – FINEOS GUI Usage - Front Office
- FTB-C-003 – FINEOS GUI Usage - Claims

Course Content

Module 1: Introduction to provider payments

- Accessing and viewing Provider Payments

Module 2: Creating provider payments

- Adding a single expense due or service due
- Editing expense due or service due
- Creating multiple expense dues and service dues for preapproval records

Module 3: Validations on provider payments

- Bypassing validations of due amounts

Module 4: Processing provider payments

- Manually generating payments for expense dues and service dues
- Processing payments
- Viewing payment instructions
- Managing overpayments of expense dues or service dues




Module 5: Cancelling provider payments

- Cancelling an expense due or service due
- Deactivating expense dues and service dues

Format & Duration

Delivery	Tutor-Led Practical	Duration	1 Day
Description			
The desired effect for participants on completion of this course is an acquisition of skills i.e. to 'KNOW' how to use a particular area of the FINEOS product. Participants are led through practical exercises relevant to the particular skills area directed and assisted by the tutor.			

For further information, contact FINEOS Training Services:

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