

# **Alberta Health EHR and AADL Batch Files**

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Pharmacy Technology Solutions — May, 2013

## Alberta Health EHR and AADL Batch Files: *Viewing the Alberta Netcare Response Files*

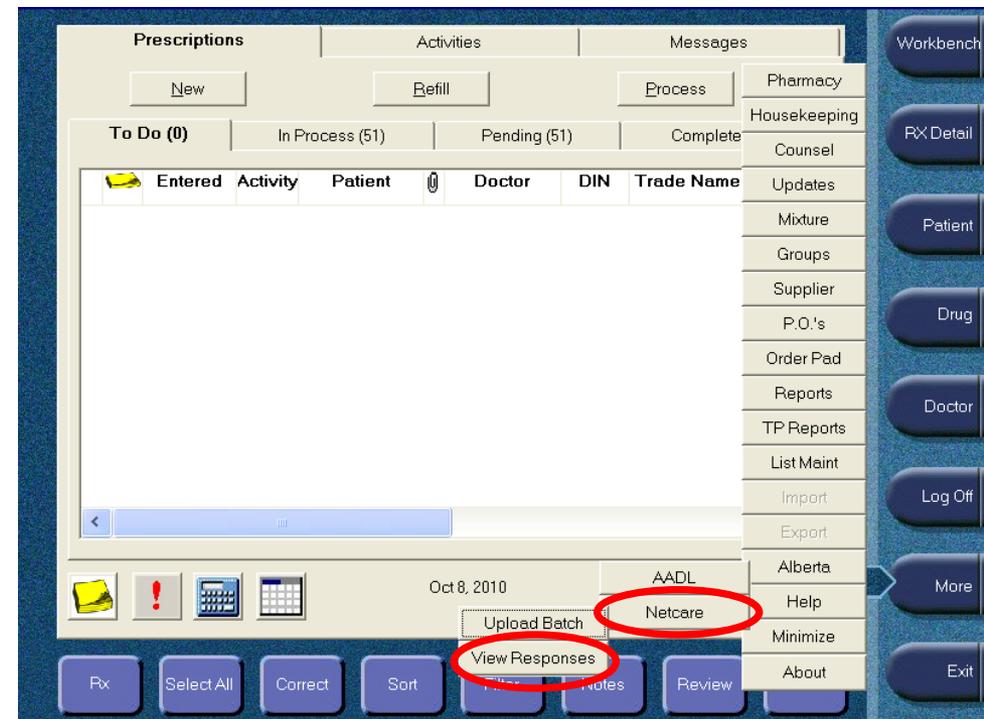
You can view the response Files from Alberta Netcare EHR only on your PharmaClik Rx server

1. Press or click the **Alberta** button

- *The Alberta function list provides you with options to upload AADL prescriptions for billing purposes, or to upload batches to Alberta Netcare*

2. Press or click the **Netcare** button

3. Press or click the **View Responses** button



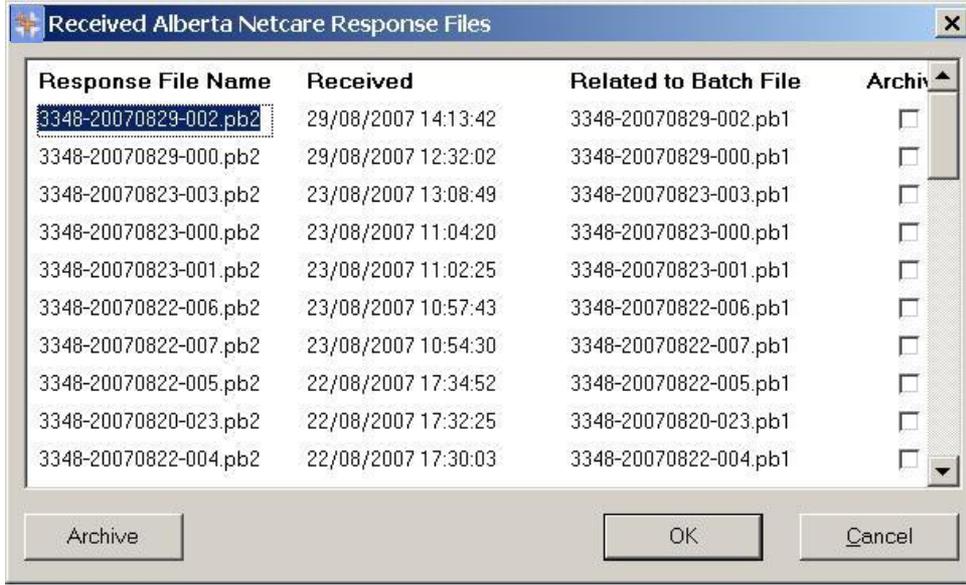
## Alberta Health EHR and AADL Batch Files: *Viewing the Alberta Netcare Response Files (cont'd)*

- *Alberta Netcare requires that you monitor your response files on a timely and regular basis*
- *You are responsible for viewing the files and taking action to correct any errors*
- *You will check each file before you archive it*

4. Press or click the **Response File** to be viewed

- *The file contains individual prescriptions that were uploaded to Netcare in a batch file*

5. Press or click the **OK** button



## Alberta Health EHR and AADL Batch Files: *Viewing the Alberta Netcare Response Files (cont'd)*

- This window provides detailed information about your batch file on-screen
- By viewing a specific response file before archiving it, you can see if there are prescriptions that require corrections
- You can view this file as many times as necessary, until it is archived
- Archived files cannot be viewed

### 6. Check the **Response Status** column

- The messages in the Response Status column provide you information about each prescription's status



Search for the Rx Number and/or Auth Rx Number to find the patient record and/or prescription you must correct

### 7. Press or click the **Print** button

- The information shown in the window is the information that will print on the report
- You can use this printed report as a reference for making corrections to prescriptions and to patient information

### 8. Press or click the **Close** button



- You can narrow and sort the information by using the Sort and Filter function buttons
- Use Sort to change the order the transactions are listed
- Use filter to show specific text based on criteria you enter

Alberta Netcare Response File: 3348-20070822-000.pb2

Trace Number	PIN Rx Number	Transaction Date	Auth Rx Number	Rx Number	Response Status	Response Codes
164		07-08-22	500132	500132	R=Rejected claim/reversal	KA
165		07-08-22	500133	500133	R=Rejected claim/reversal	KA
162	00001S12	07-08-20	200008	200008	V=Reversal accepted	
163	00001SHG	07-08-22	500124	500131	A=Accepted as transmitted-no adj	
161	00001S0S	07-08-22	500113	500130	A=Accepted as transmitted-no adj	
166	00001SHH	07-08-22	500134	500134	A=Accepted as transmitted-no adj	
160	00001S13	07-08-22	500118	500129	A=Accepted as transmitted-no adj	

Buttons: Print, Filter, Sort, Close

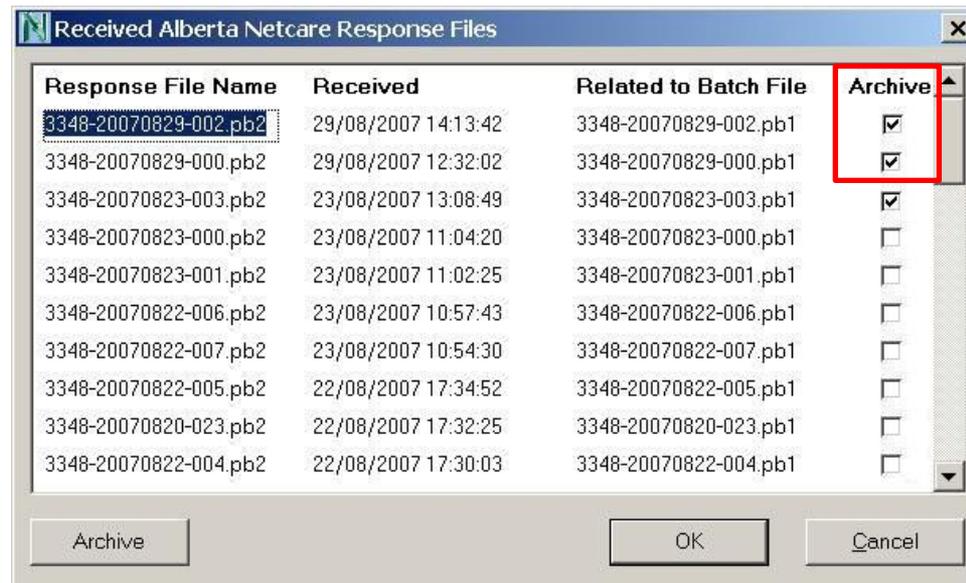
## Alberta Health EHR and AADL Batch Files: *Archiving the Alberta Netcare Response Files (cont'd)*

- Once you have viewed a response file and corrected the prescriptions and/or patient information, the response file can be archived
- You can archive the Response files from the PharmaClik Rx server only
- Once the Netcare Response Files are archived, you will not be able to view them again

9. Press or click the **Archive** checkbox

- Make a selection for each file you want to archive

10. Press or click the **Archive** button



11. Press or click the **Yes** button

- The files are archived and removed from the window when the Received Alberta Netcare Response file window returns



 Choose **No**, if the selected files need to be modified, or if you mistakenly selected a file that you do not want to archive