

NEGATIVE VENDOR ACH PAYMENTS – PLEASE BILL E502-02

REPORT PURPOSE

This report includes PEBB carriers with the following conditions:

- PEBB no longer has a contract with the carrier
- The deduction code is still active on the PTD1 and PTD2 Payroll Deduction Table screen
- Agency payroll are still making adjustments to prior insurance coverage
- OSPS has added the deduction code(s) for the carrier to the report

When a deduction code is on this report, the negative will not net next payroll run. OSPS will bill the carrier.

REPORT FREQUENCY

OSPA prints the report every payroll run.

MANAGEMENT CONTROLS

X	Legal compliance	X	Reliability of information
	Separation of duties		Access and accountability (physical security)
X	Audit compliance and resolution	X	Reasonable assurances and safeguards (waste, loss, and misappropriation)

RESPONSIBILITIES

The OSPS Accountant will decide when to ask the Financial Services Section, Operations Division, Department of Administrative Services to bill the vendor.

REPORT INFORMATION DETAILS

The report is for agency 99999 (statewide). It includes the following information:

- VENDOR – currently only Regence Blue Cross Blue Shield
- DEDUCTION CODE – currently only RGNN and RONN
- VENDOR AMT (negative)

REPORT MESSAGE CODES

Code	Message with Code	Description

SECURE STORAGE AND DESTRUCTION

The report does not contain confidential information. It does not require secure distribution, storage or destruction.

DATAMART ASSOCIATIONS

OTHER INFORMATION

REVISION HISTORY

Date	Rev. No.	Modification
03/01/10	1.0	Original, new report, WR#3642