



PBJ Quick Guide for Desktop Software

As of the 10.51h\4.51h versions there are 2 exports built into GenesisPro, GenesisSQL, TA100Pro and TA100SQL to report hours from long term care facilities to CMS. The PBJ XML export is the 1.00.1 format and the PBJ XML (2) is the 2.00.0 format. As of the 6/26/2016 the CMS system is expecting the 2.00.0 format.

Facility ID

This is defined by the state in which the customer does business.

All values below are defined by CMS and can be found in the PBJ policy manual on the CMS website

Report Quarter

The customer must specify which quarter they are report for.

State Code

CMS code for the state in which the customer does business.

Federal Fiscal Year

Fiscal year for which the customer is reporting.

Job Title Code

Customers can use a job costing level to store the PBJ job title code or they can use the PBJ level translator found in the root folder and is named `pbj\translator.exe`. If the translator is being used the customer will enter the existing code in the software and then the PBJ code they want it translated to. The level selected when the export is ran will be used for the translation

Pay Type Code

Customers can use a job costing level to store the PBJ pay type code or they can use an ini setting to pull the value from user field 5. Using a job costing level is the recommended option because it allows employees to change pay type codes in the middle of a quarter whereas the ini setting will assign the same code for the entire quarter.

Splitting hours at Midnight

To split hours at midnight as required by PBJ you must check the use differential box in policies and configure a shift differential at midnight. If an employee does already get differential simple add a differential from 00:00 – 00:01 for No Differential. If there is already a differential then add an entry for 00:00 – 00:01 for the existing shift differential number.

Below are all the possible program.ini settings for PBJ XML and PBJ XML (2)

`pbjUseReplaceNotMerge=FALSE`

set to TRUE when deleting any existing records before importing new records is desired.

`pbjUseUser6ForID=FALSE`

set to TRUE if the employee number in the software does not match the PBJ employee number and then enter the PBJ employee number in user field 6 on the employee detail tab.

`pbjFacilityId=2016`

This setting is how the system remembers what was entered last time the export was ran.

`pbjStateCode=as`

This setting is how the system remembers what was entered last time the export was ran.

`Pbjversionnumber=1.00.1`

Shouldn't need to be used any more.

`pbjversion2number=2.00.0`

If CMS comes out with an update this setting can be added so the file doesn't have to manually updated.

`pbjUseUser5ForPayType=FALSE`

set to TRUE if using user field 5 on the employee detail tab to store the pay type code.

In the 6/26/2016 PBJ update CMS was supposed to fix a bug that rejected files with the extension of .XML. previous to this fix CMS only recognized .xml as a valid extension so if a file is being rejected and all other values are correct try changing the extension to all lower case.