

# Patient Financial Services News

## What's Happening?



**Groundhog Day**  
February 2<sup>nd</sup>



**President's Day**  
February 19<sup>th</sup>



**Valentine Day**  
February 14<sup>th</sup>

## New PFS Staff

Dianne Kalm – Comm. Dept.  
Cecelia Douglas – Comm. Dept.  
Timothy Brady – HMO Dept  
Maureen Repp - JHBCC  
Medicare

## Quote of the month

All who have accomplished great things have had a great aim, have fixed their gaze on a goal which was high, one which sometimes seemed impossible.

Orison Swett Marden



## Catch A Shining Star

Norma Milchling  
Elizabeth Davis  
Sharon Waugh  
Melissa Peyton  
Erica Williams  
Krystal Beard  
Lashawn Hall  
Vijay Brijbasi  
Crystal Diggs  
Robin Clark  
Lisa Meyer  
Janet King

The nomination form is located at:  
<http://www.hopkinsmedicine.org/service/recognition/nominationform.html>

## News to Know

### Policy & Procedure Reminder:



“Don't share your password's with anyone – you are responsible for actions that another party takes with your password.”

<http://finance.jhmi.edu/Finance/Data%20Files/SYS010.pdf>

All PFS applications require a personal ID and password for use. The PFS Training Department offers proper training for each of these applications. Upon successful completion of a course, staff members will be assigned a personal ID and password. Please refer to your department manager and the training calendar for more information.

## New Pay Stub Facts

### **HOURLY RATE IS NO LONGER DISPLAYED:**

Showing your hourly rate is not a normal function of SAP, but we are working to add it. In the meantime, you will need to calculate it by dividing your current total amount (gross amount) by the regular hours which will equal your hourly pay rate.

### **PAID TIME OFF (PTO):**

You have received information about how to read your pay stub and should know by now that PTO must be earned prior to being used.

### **WHAT IS "NC EE GTLI Taxable" LISTED UNDER "TYPE OF PAY?"**

NC EE GTLI Taxable is the imputed value of employer-paid life insurance coverage in excess of \$50,000. It is added to income for taxation, but is not actually paid to the employee in cash. **ACCOUNT NUMBERS ARE PRINTED ON CHECKS:**

This information was on the old pay stub as well. Apparently because it is more prominent now, folks are very concerned. We will ask Payroll to see if it can be removed, but this may take some time. We will update this note as we get new information.

If you attempt to cash your check at any Bank of America and have trouble doing so, ask the teller to look at the "Teller System for a message on The Johns Hopkins Enterprise."

For more information on the new pay stubs, go to <http://www.hopkinsmedicine.org/jhhr/Compensation/ConcernsAboutYourPayStub.html>

U M C P I N K H Q P V W  
 V J U Q H R S G K A J P  
 Y J P P Z E P E L E T F  
 K P I H S D N E I R F S  
 R S D O N I N T A D E R  
 Y N R V M T E E Y M C O  
 E O D E I E H R D A A M  
 N B B N W T J D N R L A  
 O B E S E O D D A R L N  
 H I R E T A L O C O H C  
 A R W M C E Y F V W J E  
 N S A Y S T E E W S S P

**Valentine Word Search**



**Birthdays**

Christine Crawford	2/5
Terentia Jones	2/7
Carol Duvall	2/10
Nicole Hawkins	2/11
Tracy Varney	2/11
Lori Boyd	2/13
Eric Coulson	2/15
Ametrise Leazer	2/16
Michael Jenkins	2/17
Tamara Kaptain	2/18
Ellen Pecora	2/23
Janice Cedeno	2/25
Lashon Stamper	2/25
Mary Wallace	2/27
Joyce Redd	2/28

**FS Website Information**

The web address is:  
<http://finance.jhmi.edu/FinancePFS/pfsMain.html>, you can find the following information.  
 ~ Mission  
 ~ Training and Development  
 ~ Policies and Procedures  
 ~ Department Phone Listing  
 ~ Newsletters  
 ~ Link to other JHHS sites

**Got News?**

If you would like to contribute news or information send it to Pat Degenkold @ [pstokes@jhmi.edu](mailto:pstokes@jhmi.edu). The deadline is the 20<sup>th</sup> of the month preceding the publication month. Submissions may be edited due to space limitations.

**HR Corner**

**Everyone has a Story to Tell...**

"Many Faces from Many Places" make up the employees of The Johns Hopkins Hospital and Johns Hopkins Health System. We are proud of our talented, diverse team. Everyone has a story to tell, so if you are a JHHSC/JHH employee, we want to hear from you.

Some examples of stories we are looking for include:

- a special place you have visited that others aren't familiar with;
- a special person who has affected your life;
- a time when you felt proud or exhilarated;
- a time when you felt challenged; or
- a few words of what it means to you to be a part of the Hopkins family!

Go to the site shown below to complete the form to share your personal story with us and it may later be chosen to be published online by Human Resources.

<http://www.hopkinsmedicine.org/jhhr/ContactUs/story.html>

**Training Update**

**FORM CMS – 1500 (08/05)**

**The 1500 physician billing form has been adapted to allow the disclosure of the NPI (National Provider Identifier). The NPI is an individual 10-digit number required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA) for all providers (facility and individual). The new form is expected to be in use by April 1, 2007.**

**If you are interested in learning about the changes to the form, check the February PFS Training Calendar for session time/dates. The NUCC (National Uniform Claim Committee) website offers a free downloadable copy of their instruction manual for the revised form. [www.nucc.org](http://www.nucc.org)**



**Staff News**

Congratulations to Tracy (Kelch) Davies from the UHC team. She gave birth to baby Connor Lee Davies 8 lbs. 11 ozs., 21 inches, born on January 17, 2007.

Congratulations to Lori Daniels of the United Health Care Team. In December Lori completed her studies at Strayer University and was awarded a B.S.B.A. Degree with Honors in Business Management with a concentration in Human Resources.