## **DISCOVERY/CLAIM ENTRY**

- **OVAD ADD DISCOVERY INFORMATION:** This screen is used to register a discovery claim referral.
- **OVDU CHANGE DISCOVERY INFORMATION:** This screen is used to update or change information on a discovery claim referral.
- **OVPU ADD OVERPAYMENT WORKSHEET**: This screen is used to add the overpayment information that appears on the demand letter. This screen can only be accessed through the flow from **OVAD** or **OVDU**.
- **OVPC CHANGE OVERPAYMENT WORKSHEET:** This screen is used to change information that has already been entered on **OVPU**, before the claim is established.
- **OVTC ADD CLAIM:** This screen is used to add specific information about the claim, such as the program code, reason, etc. This screen can only be accessed through the flow from **OVPU** or **OVPC**.
- **OVTU CLAIM CHANGE:** This screen is used to change information that has already been entered on **OVTC**, before the claim is established.
- **OVBA ADD CLAIM MEMBER(S) TO CLAIM:** This screen is used to add individuals responsible for repaying the claim before the claim is established. This screen can only be accessed through the flow from **OVTC** or **OVTU**.
- **OVBB ADD CLAIM MEMBER(S) TO CLAIM:** This screen is used to add individuals responsible for the claim who were not already added on **OVBA**. This screen can only be used before the claim is established.
- **OVBX DELETE CLAIM MEMBER(S):** This screen is used to delete individuals who were added but are NOT responsible for the claim. This screen can only be used before the claim is established.
- **OVLU LETTER DETAIL UPDATE:** This screen is used to indicate the date that demand letters are returned as undeliverable.
- **OVNA ADD NOTE:** This screen is used to add notes from phone calls or other contacts regarding a discovery claim referral or an established claim.
- **OVMA ADD CLAIM MEMBER TO ESTABLISHED CLAIM:** This screen is used to add an individual responsible for a claim after the claim has been established.
- **OVMD DELETE CLAIM MEMBER(S) FROM ESTABLISHED CLAIM:** This screen is used to remove an individual determined not to be responsible for a claim after the claim has been established.

## DISCOVERY/CLAIM INQUIRY

- **OVID DISCOVERY INQUIRY LIST:** This is the inquiry screen to view all of the discovery referrals which have been entered for a specific individual. Although OVID is very similar to the OVDL screen, no updates are possible with OVID.
- **OVDD DISCOVERY INQUIRY DETAIL:** This is the inquiry screen to view a specific discovery referral.
- **OVDL DISCOVERY CHANGE LIST:** This screen is used to display all discovery claim referrals for a DCN and to select a discovery claim referral for further action.
- **OVTI PENDING CLAIM INQUIRY:** This is the inquiry screen to view a specific pending claim.
- **OVPL PENDING WORKSHEET INQUIRY:** This is the inquiry screen to view a specific Pending Worksheet.
- **OVBD MEMBER INQUIRY DETAIL:** This screen displays the individuals added as responsible claim members. These names will appear on the demand letter.
- **OVLI DEMAND LETTER INQUIRY:** This is the inquiry screen to view all of the demand letters which have been sent for a specific individual.
- **OVLD LETTER INQUIRY DETAIL:** This screen displays information about a specific demand letter.
- **OVNI NOTE LIST FOR DCN OR CLAIM:** This screen is used to view a list of the notes.
- **OVND NOTE DETAIL INQUIRY:** this screen is used to display a specific note.
- **OVIM CLAIM MEMBERS FOR ESTABLISHED CLAIM:** This is the inquiry screen to view all of the members responsible for an active claim established after 8-6-01.
- **OVMI CARS MEMBER CLAIM INQUIRY:** This is the inquiry screen to view the details of a responsible member of an active claim established after 8-6-01. This member does not have to be the head of household.