

Strata Decision Technology

# Decision Support Deep Dive into Costing Levels Participant Guide

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## Introduction

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During the DS Deep Dive into the Costing Levels course, you will be provided an overview of key concepts and activities to support you in moving up along the L7 cost model.

**Important Note:** While we welcome and encourage you to share experiences related to your organization's contract management practices during the training, this course is intended to give you the knowledge needed to successfully build and maintain contracts within the StrataJazz® system. Organization-specific information or requests shared during the course will not be recorded or shared with other members of the Strata Decision team, so please be sure to share any system requirements or enhancements with those team members directly.

## 1– Update Staff Type Category

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### *In-Class Activity*

In this activity, you will navigate to **Dimension Editor** to update the **Costing Rollup** for a dimension.

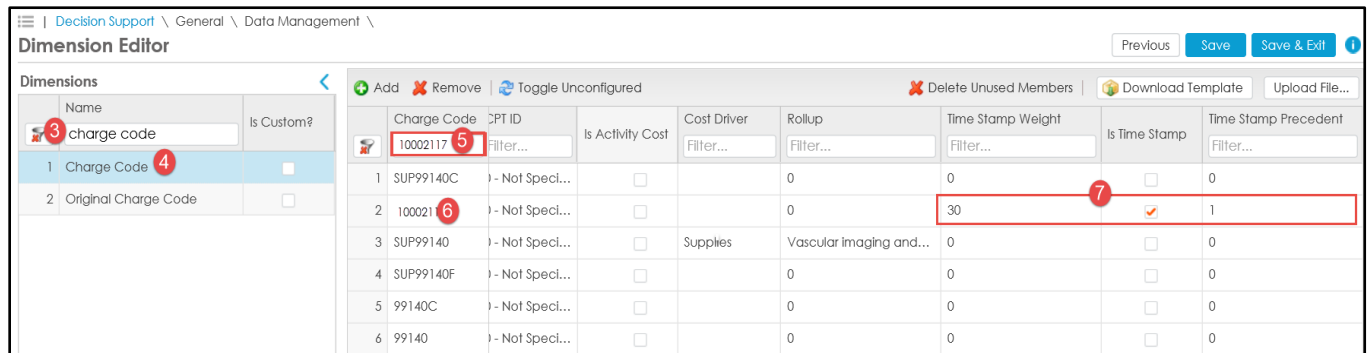
1. Click **Wrench > System Center**.
2. Click **Decision Support**.
3. Click **Dimension Editor** in the *Data Management* section.
4. Type "Staff Type" in the search field.
5. Select Staff Type Category.
6. Select the Staff Type Category
7. Define the Costing Rollup as either Nursing or Tech per the Staff Type Category code. If the staff type category code is neither a nurse or a tech, leave the costing rollup blank.

## 2– Update a Time Stamp for a Dimension

### In-Class Activity

In this activity, you will navigate to **Dimension Editor** to update a charge code to be time driven.

1. Click **Wrench > System Center**.
2. Click **Decision Support**.
3. Click **Dimension Editor** in the *Data Management* section.
4. Type "Charge Code" in the search field.
5. Click **Charge Code**.
6. In the *Charge Code* column, search for "10002117."
7. Update the fields for the following columns:
  - **Is Time Stamp**: Check the box
  - **Time Stamp Weight**: 30
  - **Time Stamp Precedent**: 1
8. Click **Save**.



The screenshot shows the 'Dimension Editor' interface. On the left, a search for 'charge code' is entered, and 'Charge Code' is selected. The main table lists dimensions with the following columns: Charge Code, PT ID, Is Activity Cost, Cost Driver, Rollup, Time Stamp Weight, Is Time Stamp, and Time Stamp Precedent. Red annotations highlight the following actions:

- 3: Search for 'charge code' in the search field.
- 4: Select 'Charge Code' from the search results.
- 5: Click on the '10002117' charge code in the table.
- 6: Enter '10002117' in the 'Charge Code' filter field.
- 7: Update the 'Time Stamp Weight' to 30 and check the 'Is Time Stamp' box for the selected row.

	Charge Code	PT ID	Is Activity Cost	Cost Driver	Rollup	Time Stamp Weight	Is Time Stamp	Time Stamp Precedent
1	SUP99140C	- Not Speci...	<input type="checkbox"/>		0	0	<input type="checkbox"/>	0
2	10002117	- Not Speci...	<input type="checkbox"/>		0	30	<input checked="" type="checkbox"/>	1
3	SUP99140	- Not Speci...	<input type="checkbox"/>	Supplies	Vascular imaging and...	0	<input type="checkbox"/>	0
4	SUP99140F	- Not Speci...	<input type="checkbox"/>		0	0	<input type="checkbox"/>	0
5	99140C	- Not Speci...	<input type="checkbox"/>		0	0	<input type="checkbox"/>	0
6	99140	- Not Speci...	<input type="checkbox"/>		0	0	<input type="checkbox"/>	0

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