Connecting with Your Local Standard Insurance Table (SIT)

Have you ever gone to the Standard Insurance Table (SIT) in CHCS and not been able to find a carrier you knew should be there? You might have thought, "Didn't the SIT/OHI Conversion take care of that?"

When this happened to a Military Treatment Facility (MTF), an investigation found that that the MTF's local Composite Health Care System (CHCS) SIT had lost its connectivity to the Defense Enrollment Eligibility Reporting System (DEERS) so the local SIT wasn't receiving routine hourly updates from DEERS.

Maintaining Connectivity with DEERS

The task, "DA PARTIAL HIC SUBSCRIPTION" is set to run every hour between DEERS and your local CHCS Host. However, this task may be lost after a local system has gone "down" for maintenance. If this happens, the local CHCS System Administrator M**ust** re-task the "DA PARTAL HIC SUBSCRIPTION."

To maintain connectivity, each MTF must "subscribe" to the SIT from CHCS to DEERS, **at least once a week**. Loss of connectivity could be very difficult to detect in the normal routine of operations so there are a couple of things that can be done to avoid this issue. These include:

- Check a subscription download from DEERS. Depending on the volume of activity at your MTF, establish a routine to periodically check if your site has received a successful subscription download from DEERS. This should be checked at least every seven (7) days to make sure that you have the most current insurance carrier information. The date of the last successful subscription may be checked via the following menu path:

  Menu Path: DAA>CFT>CFM>STM>SIT> <Date of last system update>
  [Subscribe action requires DoD SIT MGR Security Key]

  If the date received is over seven (7) days, ask your **CHCS System Administrator** to re-start the hourly run with the "DA PARTIAL HIC SUBSCRIPTION" using their Taskman Menu option.

Regular maintenance of your local SIT will ensure timely updates from DEERS and prevent degradation of billing.