

Using VSSC and Reading the Status of Allowance

Kari Points, Director Research Operations - Iowa City

Antonio Laracuente, Director Field Operations - ORD

June 23, 2022



- ✓ A recording of this session and the associated handouts will be available on ORPP&E's Education and Training website approximately one-week post-webinar
- ✓ An archive of all ORPP&E webinars can be found here:
<https://www.research.va.gov/programs/orppe/education/webinars/archives.cfm>
- ✓ Please use the Q&A feature to submit questions.
 - ✓ **Please do not use Chat to send in questions.**
 - ✓ **Be sure to send questions to "All panelists".**
- ✓ We would be ever so grateful if you would complete the post-webinar evaluation survey that pops up once you exit the webinar.
- ✓ Experiencing sound issues – you can call in using the number included on the handouts and on your registration confirmation email that you received.

Objectives

- Provide guidance on accessing and utilizing Reports from VSSC
- Explain how to delve into the different reports to extract the answers you need

Important Point about VSSC

- Read Only Data
- Downloadable – best to download to CSV
- Play around with the reports to learn

VSSC – Accessing

- [VSSC - VHA Support Service Center \(va.gov\)](https://va.gov) – Access to all employees with VA accounts
 - Select Finance
 - 3 Different Options: FMS, Budget, PAID
 - 5 different reports that we will talk about today
 - SOA (Status of Allowance)
 - F20D Daily Expenditure Report
 - Open Orders
 - JVLT
 - PAID
 - Remember FMS is the true cost and is what is reflected in the accounting system. VSSC is a tool to show that data.

Facility Administration

- + Beneficiary Travel
- + Finance
- + Healthcare Operations
- + Human Resource Management
- + Productivity and Efficiency
- + Sites and Services
- + VA Stats at a Glance

Main menus to select from

FINANCE

CLICK ON A RADIO BUTTON TO FILTER BY SUBJECT AREA

- Budget Distribution
- Financial Indicators
- FMP Cost and Utilization Indicators
- FMS Expenditures, Obligations, FTEE, MCCF
- PAID PayPeriod FTEE and Payroll Costs



Choose **VA**

VA










U.S. Department
of Veterans Affairs

Budget Reports - SOA

FINANCE ... BUDGET DISTRIBUTION

CLICK ON A RADIO BUTTON TO FILTER BY SUBJECT AREA

- Budget Distribution
- Financial Indicators
- FMP Cost and Utilization Indicators
- FMS Expenditures, Obligations, FTEE, MCCF
- PAID PayPeriod FTEE and Payroll Costs

TYPE	PRODUCT NAME
	Budget Reports
	Facility Monthly Status of Allowance
	Homeless Finance Report
	Operations Report
	SOA Daily Budget Distribution
	SOA Monthly Cube
	Status of Allowance (SOA) Create Reports (Daily)

SOA Report (cont)

Summary Level	Station	Finest Breakout Level	Station
Select Station/VISN/Natl	(V07) (508) Atlanta, GA HCS	Select Fund	0161A1-MEDICAL & PROSTHETIC
Select BFY	2073,2022,2021,2020,2019,2018,2017	Select Program Code	<input type="checkbox"/> 0160XF-MEDICAL SERVICES H1N1 <input type="checkbox"/> 0160XP-MS ARP P.L.117-2, 8007(A)(1) <input checked="" type="checkbox"/> 0161A1-MEDICAL & PROSTHETIC RES-LMT <input type="checkbox"/> 0161A5-MEDICAL&PROSTHETIC RESEAR <input type="checkbox"/> 0161A7-MEDICAL & PROSTHETIC RES-LMT <input type="checkbox"/> 0161BE-MEDICAL & PROSTHETIC RES-EMEI <input type="checkbox"/> 0161C1-RESEARCH CAPITAL LEASE <input type="checkbox"/> 0161NI-RESEARCH NIH ARRA IAA VA <input checked="" type="checkbox"/> 0161R1-RMB MED & PROSTHETIC RES-LMT <input type="checkbox"/> 0161X1-MEDICAL RESEARCH-LMT1 <input checked="" type="checkbox"/> 0161X2-RESEARCH NPC REIMBURSEMENTS <input type="checkbox"/> 0161X5-EMERGNCY APPROP-RESEFARCH
Select ACC No	<All>,810010100-RESEARCH SUPP	Break out separately by	

To view entire SOA for Research appropriation, you will want to select "Select All" for Select BFY, Select Program Code, Select ACC No, and Break out separately by. You can narrow it down by program and ACC code if you want to view only that specific information.

FMS Reports

FINANCE ... FMS EXPENDITURES, OBLIGATIONS, FTEE, MCCF

CLICK ON A RADIO BUTTON TO FILTER BY SUBJECT AREA

- Budget Distribution
- Financial Indicators
- FMP Cost and Utilization Indicators
- FMS Expenditures, Obligations, FTEE, MCCF
- PAID PayPeriod FTEE and Payroll Costs

TYPE	PRODUCT NAME
<input type="radio"/>	1358 Certification Sample
<input type="radio"/>	Advanced Collections and Earnings
<input type="radio"/>	Average Salary Report (FMS 830 887)
<input type="radio"/>	Cost Center Analysis (FMS 887)
<input type="radio"/>	Create Your Own Extract (Finance)
<input type="radio"/>	F20D Daily Cube
<input type="radio"/>	F20D-Daily Activity by Account Classification Code
<input type="radio"/>	F700 Daily Project/Control Point Allotment Report
<input type="radio"/>	F700 Monthly Project/Control Point Allotment Report
<input type="radio"/>	F840 Collections with Dates
<input type="radio"/>	F840 Create Report
<input type="radio"/>	F850 Undelivered Orders for 300 Series Cost Centers
<input type="radio"/>	F876-Work in Process/CapAssets Capitalization Report
<input type="radio"/>	F876-Work in Process/CapAssets Capitalization Report-Completed
<input type="radio"/>	F892 + 8892 RSD Reports - Analysis of Open Documents
<input type="radio"/>	F97D-Document Processing Report (Rejected)
<input type="radio"/>	Find Document ID or ACC No for FMS 830/887
<input type="radio"/>	FMS 827 Create Report
<input type="radio"/>	FMS 827 Cube (General Ledger Accounts)
<input type="radio"/>	FMS 830 (Expenditures and FTE)
<input type="radio"/>	FMS 830 887 Cube (Current Year Obligations)
<input type="radio"/>	FMS 830/887 Create Report V2
<input type="radio"/>	FMS OBLL
<input type="radio"/>	FMS OBLL - Monthly
<input type="radio"/>	FMS OBLL - Open Documents Only
<input type="radio"/>	FMS OBLL - Search Open Documents by ACC
<input type="radio"/>	FMS OBLL Residual Balance Report
<input type="radio"/>	FMS to IFCAP Reconciliation
<input type="radio"/>	FMS TOLT
<input type="radio"/>	General Ledger Trial Balance (GLTS) Report
<input type="radio"/>	Journal Voucher Line Table (JVLt)



Choose **VA**

VA



U.S. Department
of Veterans Affairs

F20 Daily Activity Report

- The F20 report allows you to view obligations that have hit FMS on a daily basis. It also allows you to review obligations for a specific date range.

Output – F20 Report

Orange is normal Pay Green is PY Pay Blue is a reject

Select FY: 2022 Select VISN: V07
 Select Facility: (V07) (508) Atlanta, GA Select Fund: 0161A1 MEDICAL & PROSTHETIC
 Select Beginning Date (Run Date): 5/13/2022 Select Ending Date (Run Date): 5/14/2022
 Most Current Rundate Available: 5/14/2022 12:00:00 AM

Navigation: 1 of 1 | 100% | Find | Next

F20D - Daily Activity by Account Classification Code
 Date Range: 5/13/2022 - 5/14/2022
[Data Definitions](#) [VSSC Help Desk](#) [Subscribe](#)

Fund	Station	A/O	BFY	Run Date	Transaction Date	ACC No	Document ID	BOC	Cost Ctr	Cost Ctr (6 digit)	Vendor Name	Budget Ceiling Beginning Balance	Ceiling Adjustment Amount	Budget Ceiling Ending Balance	Obligation Beginning
0161A1 (12)															
161A1	508	10	22	20220513	20220512	810010100	CC 50821319043	2632	8101	810100	U S BANK	\$4,541,646.23	\$0.00	\$4,541,646.23	\$1,5
161A1	508	10	21	20220513	20220512	810010100	SO 508D17020	2580	8101	810100	SAGE BIONETWORKS	\$5,965,743.78	\$0.00	\$5,965,743.78	\$5,0
161A1	508	10	22	20220513	20220512	810010101	PR 508PP09	11	8101	810100		\$1,884,566.58	\$0.00	\$1,884,566.58	\$1,8
161A1	508	10	21	20220513	20220512	820010101	PR 508PP09	11	8124	812400		\$2,942,520.55	\$0.00	\$2,942,520.55	\$2,9
161A1	508	10	22	20220513	20220512	820010101	PR 508PP09	11	8124	812400		\$4,135,646.68	\$0.00	\$4,135,646.68	\$1,7
161A1	508	10	22	20220513	20220512	840010101	PR 508PP09	11	8134	813400		\$107,366.00	\$0.00	\$107,366.00	\$
161A1	508	10	22	20220513	20220512	850010101	PR 508PP09	11	8150	815000		\$776,767.07	\$0.00	\$776,767.07	\$5
161A1	508	10	22	20220513	20220512	860010101	PR 508PP09	11	8150	815000		\$104,000.00	\$0.00	\$104,000.00	\$
161A1	508	10	22	20220514	20220513	810010100	CC 50821329026	2632	8119	811900	U S BANK	\$4,541,646.23	\$0.00	\$4,541,646.23	\$1,5
161A1	508	10	22	20220514	20220513	810010100	CC 50821329042	2632	8101	810100	U S BANK	\$4,541,646.23	\$0.00	\$4,541,646.23	\$1,5
161A1	508	10	22	20220514	20220513	810010101	PR 508PP09	11	8150	815000		\$1,884,566.58	\$0.00	\$1,884,566.58	\$1,9
161A1	508	10	22	20220514	20220513	850010100	SA 508FC2279					\$1,213,062.93	(\$205,000.00)	\$1,008,062.93	\$3

FMS OBLL – Open Documents Only

- The FMS OBLL – Open Documents Only report shows you all open obligations going back as many years as you have open orders. It is critical to view this report, reach out to vendors for invoices that have not been submitted, and close out obligations once verified they are complete. In the example below, Select All has been selected for the Fund, BOC Series, Fiscal Year, Cost Center and ACC code. You can narrow these selections down depending on what you are looking for.

Select VISN (old or new alignment)	V07	Select Facility	(V07) (508) Atlanta, GA
Select Fund	0161A1	Select BOC Series	12,25,31
Select Budget Fiscal Year	18,19,20,21,22	Select Cost Ctr	8101 ADMIN. & COMMON RESEA
Select ACC No	810010100,820010100,840010100		

FMS – Journal Voucher Line Table

- Useful for determining a TSP transaction that has hit a FCP. It will look like the following on the F20 daily activity report:

Transaction Date	ACC No	Document ID	BOC	Cost Ctr	Cost Ctr (6 digit)	Vendor Name	Obligations Beginning Balance	Obligation Adjustment Amount	Unobligated Ending Balance
20210114	810034401	PR 999TSP2104N	11	8101	810100	CURRENT EMPLOYEE RECV ONLY	\$410,605.29	\$3.99	\$282,197.72

- Enter in your VISN, Facility, 0161A1 Fund, Select PR as Transaction Code and the accounting period you are looking in for the transaction. Then click on View Report.
- Once you locate the transaction, look at the description column and it will tell you the individual.

PAID PayPeriod FTEE and Payroll Costs

FINANCE ... PAID PAYPERIOD FTEE AND PAYROLL COSTS

CLICK ON A RADIO BUTTON TO FILTER BY SUBJECT AREA

- Budget Distribution
- Financial Indicators
- FMP Cost and Utilization Indicators
- FMS Expenditures, Obligations, FTEE, MCCF
- PAID PayPeriod FTEE and Payroll Costs

TYPE	PRODUCT NAME
<input checked="" type="radio"/>	Bi-Weekly PAID Fiscal Create Report
<input type="radio"/>	COIN 134 Cumulative or Non-Cumulative FTE
<input checked="" type="radio"/>	PAID COIN 134 Cube (Pay Period FTEE)
<input checked="" type="radio"/>	PAID Cube
<input checked="" type="radio"/>	PAID GROSS 2 Net Cube (Pay Period FTEE and Payroll Costs)
<input type="radio"/>	PAID Gross to Net (Pay Period FTEE and Payroll Cost)
<input type="radio"/>	PAID/NORMAL Gross to Net Create Report

- Gives you detail break out by grade, cost center, FCP etc.
- Useful to determine where anomalies are

Output – PAID report

Select CY (Calendar Year) Select Payperiod View Report

Summary Level Select Station/VISN/Natl

Finest Breakout Level Select Fund

Select Grade Select Occupational Code

Select Cost Center Select BOC

Break out separately by Select Measures

Navigation: < 1 of 2? > | 100% | Find | Next

- Document Map
- PAID_Create
 - 1100 Series
 - 1200 Series
 - Leave and Misc
 - Parameters

PAID Report as of Pay Period 09_22

[Data Definitions](#)
[VSSC Help Desk](#)
[Subscribe](#)

Facility	Fund	BOC	BOC Label	Cost Ctr	Cost Ctr Label	Occupation Name	Grade	Fund Ctr	Pay Basis	Pay Plan	T&L Unit	Type Appt	VACAA Ind	Health Ins Code	Row ID	1101 Regular Pay
(508) MC ATLANTA GA	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8101	ADMIN. & COMMON RESEARCH	0301 Miscellaneous Administration and Program	003	1	A	267	2	N	112	1	\$2,151.20	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8101	ADMIN. & COMMON RESEARCH	0340 Program Management	003	1	A	267	1	N	002	2	\$2,766.40	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8101	ADMIN. & COMMON RESEARCH	0341 Administrative Officer	003	1	A	262	H	N	111	3	\$3,112.80	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8101	ADMIN. & COMMON RESEARCH	0560 Budget Analysis	003	1	A	267	1	N	F81	4	\$1,865.60	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8101	ADMIN. & COMMON RESEARCH	0601 General Health Science	003	1	A	263	T	N	105	5	\$1,346.80	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8101	ADMIN. & COMMON RESEARCH	0690 Industrial Hygiene	003	1	A	267	2	N	F83	6	\$2,257.60	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8101	ADMIN. & COMMON RESEARCH	1105 Purchasing	003	1	A	267	D	N	Y81	7	\$1,476.00	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8101	ADMIN. & COMMON RESEARCH	1529 Mathematical Statistician	003	1	A	267	8	N	002	8	\$2,334.60	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8103	BIOMEDICAL RESEARCH PROJECT	0404 Biological Science Technician	003	1	A	260	8	N	002	9	\$1,191.20	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8109	OTHER DESIGNATED RESEARCH	0601 General Health Science	003	1	A	260	6	N	311	10	\$3,216.80	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8109	OTHER DESIGNATED RESEARCH	0854 Computer Engineering	003	1	A	260	8	N	105	11	\$3,403.20	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8124	ALL OTHER INTRA-REHAB & R & D	0499 Biological Science Student Trainee	005	1	A	261	6	N	002	12	\$557.42	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8124	ALL OTHER INTRA-REHAB & R & D	0601 General Health Science	005	1	A	261	5	N	111	13	\$1,925.60	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8124	ALL OTHER INTRA-REHAB & R & D	0601 General Health Science	005	1	A	261	6	N	113	14	\$1,865.60	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8124	ALL OTHER INTRA-REHAB & R & D	0601 General Health Science	005	1	A	261	8	N	LV1	15	\$1,804.80	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8124	ALL OTHER INTRA-REHAB & R & D	0601 General Health Science	005	1	A	263	6	N	F84	16	\$1,804.80	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8124	ALL OTHER INTRA-REHAB & R & D	0601 General Health Science	005	1	A	261	4	N	003	17	\$2,402.40	
	0161A1	1001	ADMINISTRATIVE PERSONNEL NOT O	8124	ALL OTHER INTRA-REHAB & R & D	0601 General Health Science	005	1	A	261	8	N	112	18	\$2,476.00	

Presentation will move to live use

- [VSSC - VHA Support Service Center \(va.gov\)](https://va.gov)

Questions??



Choose **VA**

VA



U.S. Department
of Veterans Affairs