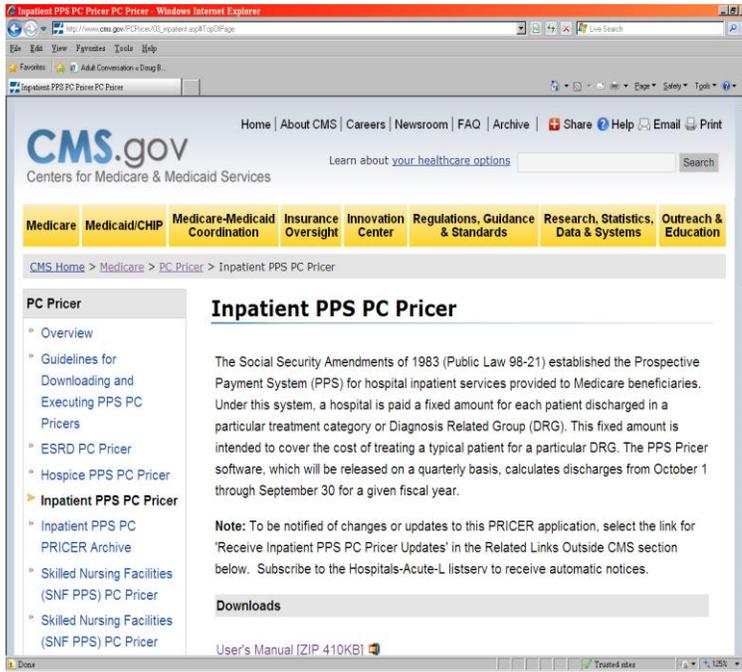


## SECTION ONE – INSTALLING PC PRICER SOFTWARE

The following instructions can be used to install the PC Pricer software to a personal computer. These instructions are **not applicable** when installing the ESRD PC Pricer.

**NOTE:** To demonstrate the installation process, the Inpatient PPS PC Pricer is installed in the example below.

This instruction can be used to install **any** of the PC Pricer software including Home Health, Inpatient Facilities, Inpatient Psychiatric Facilities, Inpatient Rehabilitation Facilities, Long Term Care Hospitals (excluding steps 10 and 11) and Skilled Nursing Facilities.

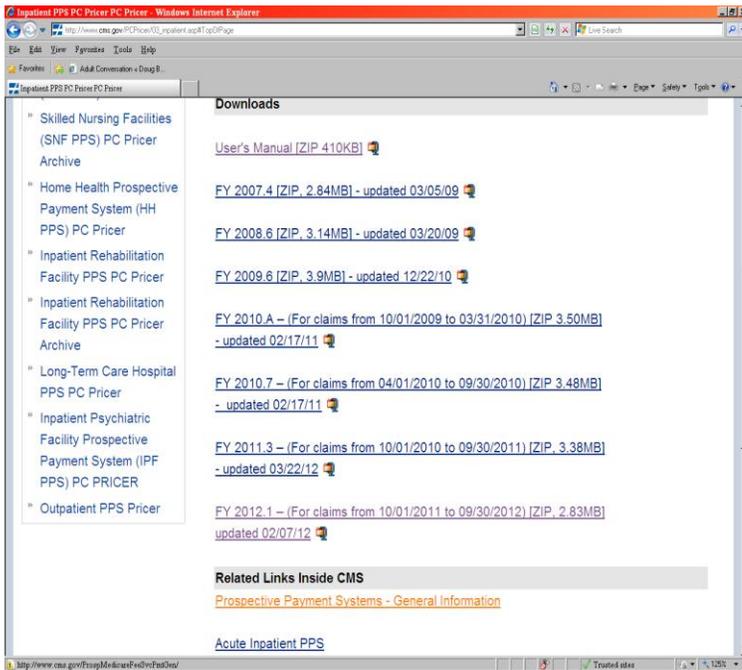


**STEP 1:** Select the PC Pricer version that corresponds to the through date on the claim and **“double-click.”**

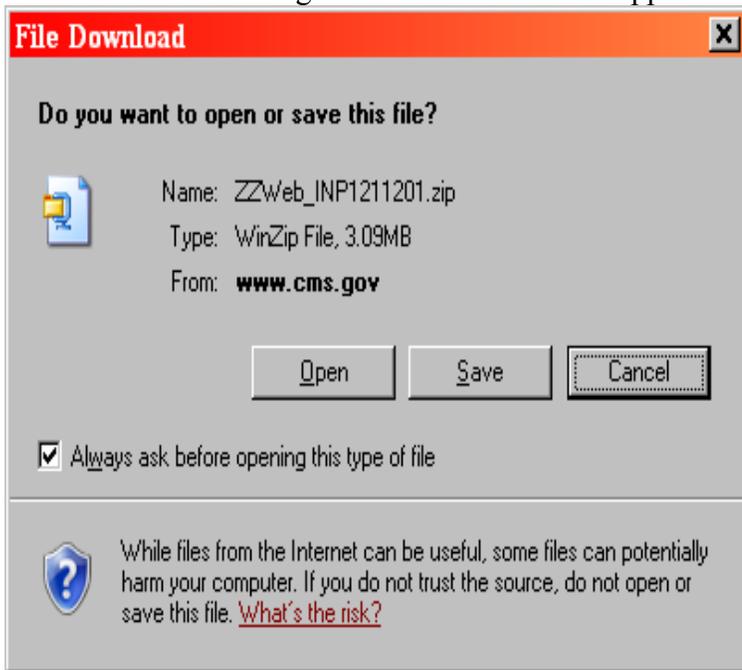
**Example:** If a through date on an Inpatient Facility PPS claim is 10/15/11, select the “FY2012.1 - For claims from 10/1/11 to 9/30/12” PC Pricer version to price the claim.

**NOTE:** The applicable payment year varies by provider type. Use the table below to determine the date range that applies.

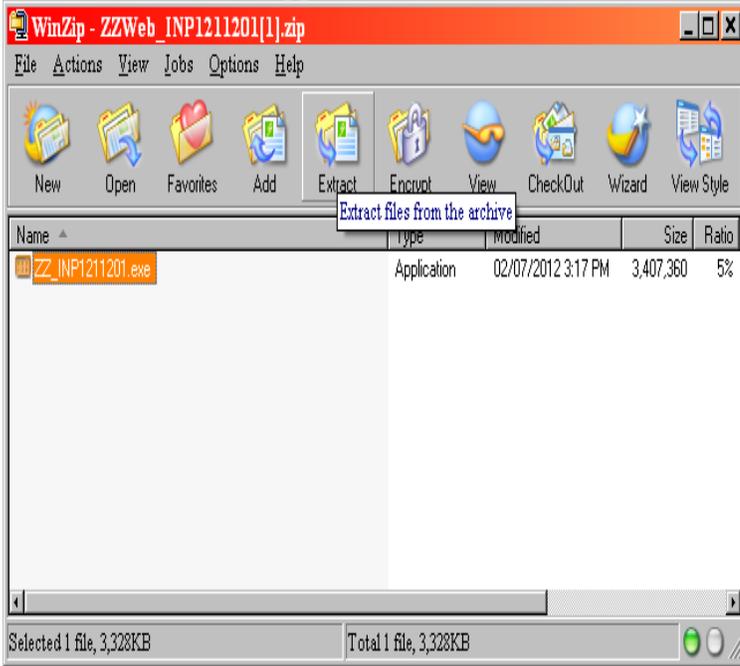
Provider type	Payment Year
Home Health	Calendar Year (1/1 – 12/31)
Inpatient	Federal Fiscal Year (10/1 – 9/30)
Inpatient Psych	Federal Fiscal Year (10/1 – 9/30)
Inpatient Rehab	Federal Fiscal Year (10/1 – 9/30)
Long Term Care Hospitals	Federal Fiscal Year (10/1 – 9/30)
Skilled Nursing	Federal Fiscal Year (10/1 – 9/30)



**STEP 2:** The following file download box will appear. Click “Open” to view the zipped file.



**STEP 3:** Select the zipped file and then click on “Extract.”



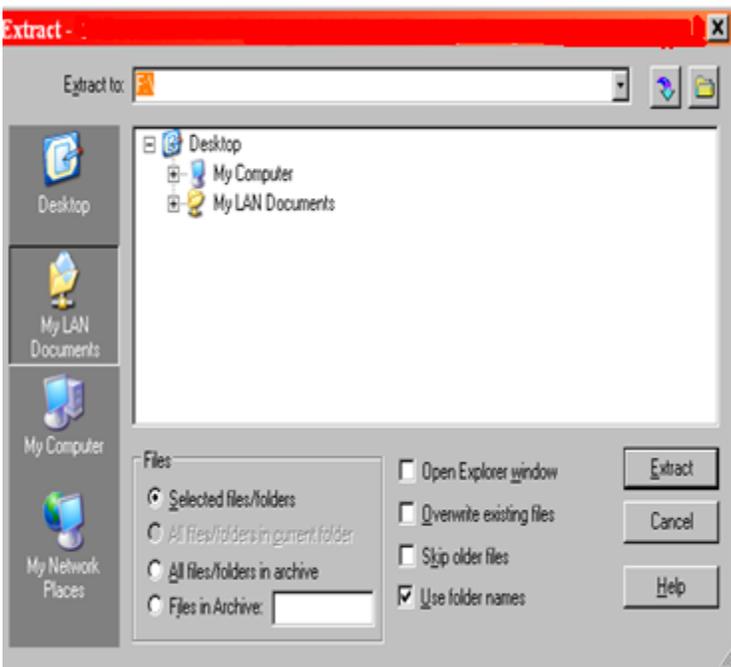
**NOTE:** The naming convention of the zipped file varies by provider type. Use the table below to help identify filenames by provider type.

Provider type	“.exe” filename
Home Health	ZZip_HHAxxxxxxx.exe
Inpatient	ZZ_INPxxxxxxx.exe
Inpatient Psych	zz_IPFxxxxxxx.exe
Inpatient Rehab	zz_IRFxxxxxxx.exe
Long Term Care Hospitals	LTCHPCxxx.exe
Skilled Nursing	zz_IRFxxxxxxx.exe

**STEP 4:** The following window will appear. Enter the drive where the zipped file will be downloaded and click “Extract.”

**NOTE:** The zipped file is being downloaded to the “F” drive in the example below. You may download the zipped file to *any* drive of choice. However, the directory name *may not be changed or placed within another directory*. Changes to the directory name or placement inside of another directory will cause the PC Pricer to function incorrectly.

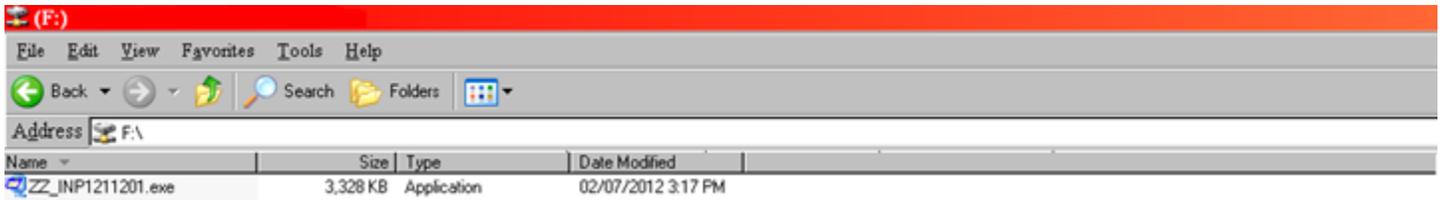
\*\* Keep the location of the zipped file and directory name readily available for reference in future steps. \*\*



**STEP 5:** Confirm installation of the zipped files to the desired drive.

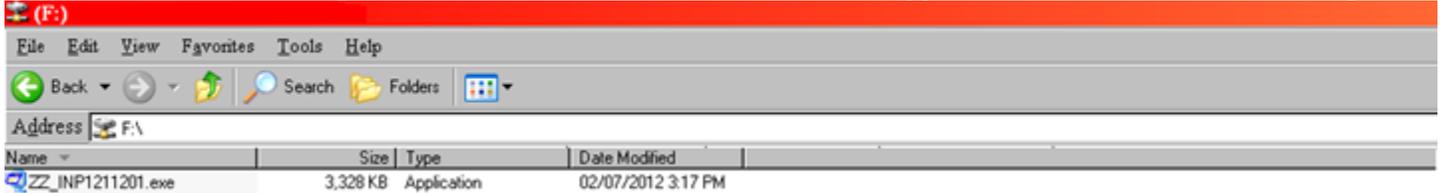
In **Windows Explorer**, select the drive location where the zipped file was downloaded to in step four.

Note: The zipped file is located on the “F” drive that was selected in step four. Installation of the zipped file is now confirmed.



## SECTION 2 – OPENING & RUNNING THE PC PRICER APPLICATION

**STEP 6:** In **Windows Explorer**, select the drive location where the zipped file was downloaded to in step four.



**STEP 7:** The following window will appear. Make sure that the drive indicated is the same as the drive in step four. Then click “Unzip.” A window appears indicating files have been successfully unzipped.



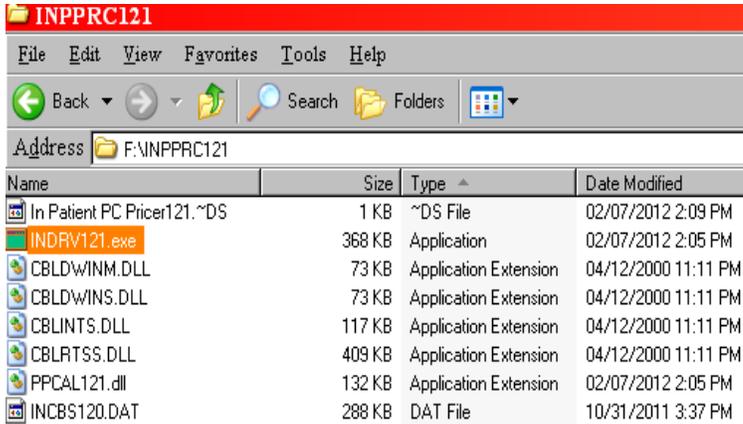
**NOTE:** The naming convention of the extracted file varies by provider type. Use the table below to help identify filenames by provider type.

Provider type	Filename
Home Health	HHAPRCxxx
Inpatient	INPPRCxxx
Inpatient Psych	IPFPRCxxx
Inpatient Rehab	IRFPRCxxx
Long Term Care Hospitals	LTCHPCxxx
Skilled Nursing	SNFPRCxxx

**STEP 8:** In **Windows Explorer**, select the drive location where the extracted file was downloaded to in step four. Then **“double-click”** on the folder to view files.



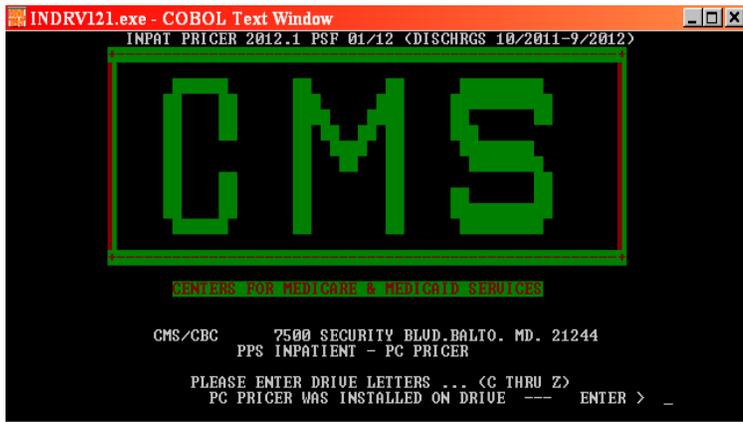
**STEP 9:** **“Double-click”** the file with the **“.exe”** file extension. (**Hint:** This will be the only file ending with an **“.exe”**)



**NOTE:** The naming convention of the executable file varies by provider type. Use the table below to help identify filenames by provider type.

Provider type	Filename
Home Health	HHDRVxxx.exe
Inpatient	INDRVxxx.exe
Inpatient Psych	IPDRVxxx.exe
Inpatient Rehab	IRDRVxxx.exe
Long Term Care Hospitals	LTDRVxxx.exe
Skilled Nursing	SNFDRxxx.exe

**STEP 10:** The following window will appear. Locate the blinking cursor and type the letter of the drive where the zipped files are located. (**Hint:** This should be the same drive given in the examples from steps one through four.)



**STEP 11:** The following screen will appear. Locate the blinking cursor and type:

- “Y”** = to calculate a claim
- “V”** = to view provider specific information
- “Q”** = to quit and close the program.

```
INDRV121.exe - COBOL Text Window

INPAT PRICER 2012.1 PSF 01/12 <DISCHGRS 10/2011-9/2012>

WELCOME TO CENTERS FOR MEDICARE & MEDICAID SERVICES

THIS INPAT PPS PC PRICER IS NETWORK COMPATIBLE

This software is provided by CMS to calculate
payments for MEDICARE hospital services with
discharges on 10/01/2011 THRU 09/30/2012. Information
provided is the most accurate available, however,
you are responsible for the accuracy and the
validity of all input parameters used to calculate
the final payment amount. Report any discrepancies
to the CMS agency which provided this software.

UNAUTHORIZED use of this software is
strictly prohibited!!!

PLEASE SELECT OPTION BELOW

<Y = CALCULATE> <U = VIEW A PROVIDER> <Q = QUIT> ENTER ==> Y
```