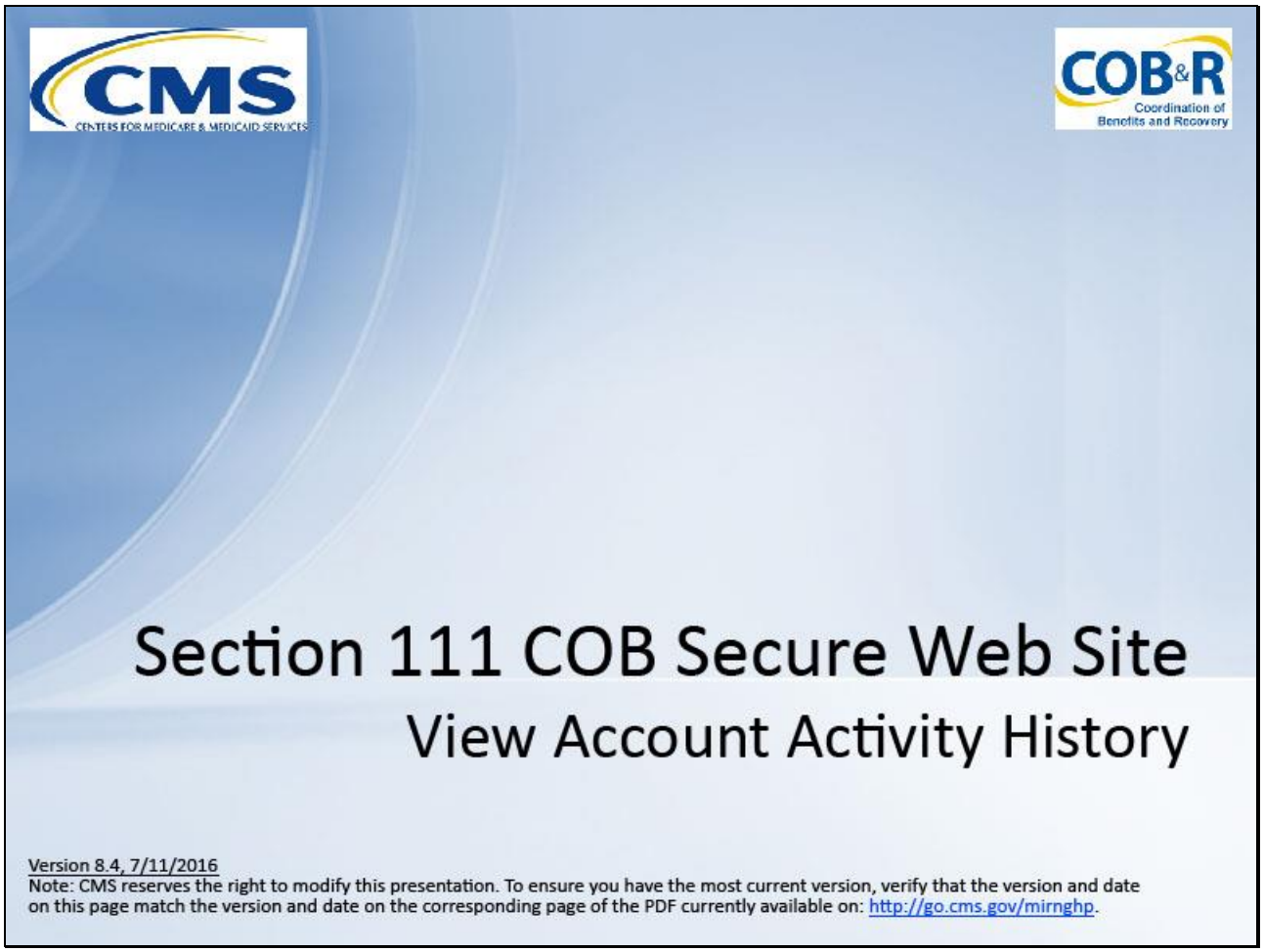
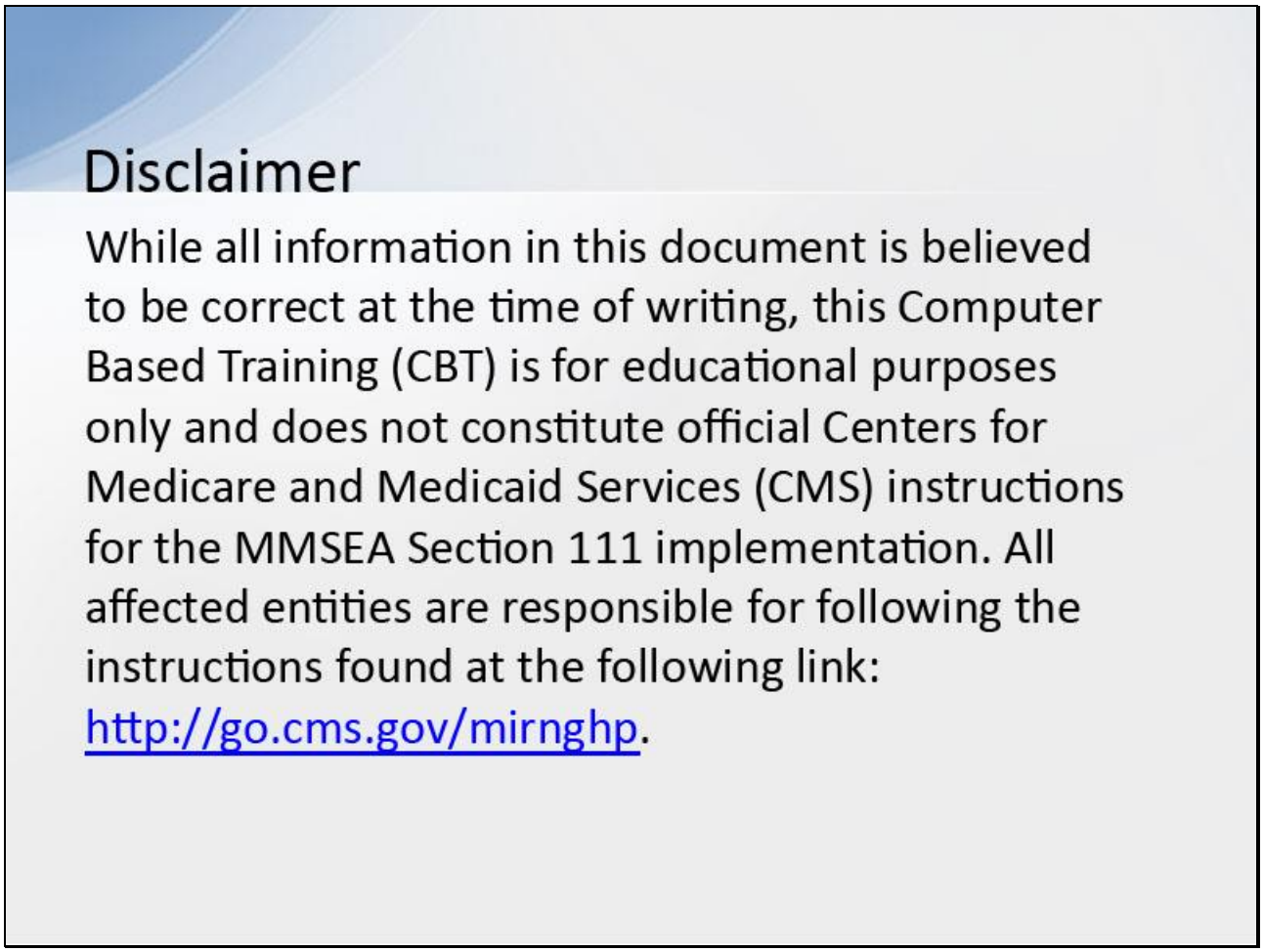
**Slide 1 - of 11**




**Slide notes**

Welcome to the Section 111 Coordination of Benefits Secure Web site (COBSW) View Account Activity History course.

**Slide 2 - of 11**

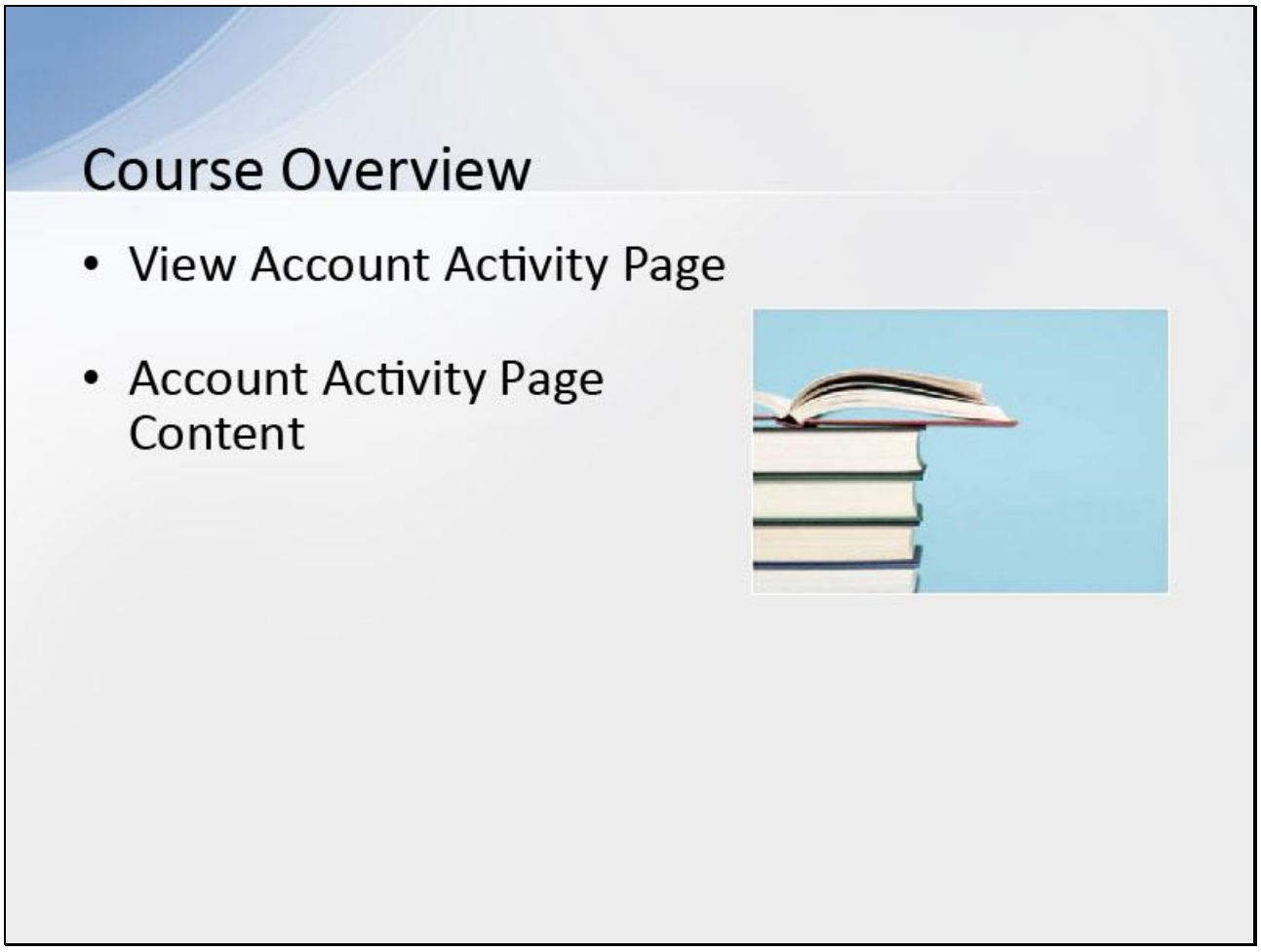



**Slide notes**

While all information in this document is believed to be correct at the time of writing, this Computer Based Training (CBT) is for educational purposes only and does not constitute official Centers for Medicare and Medicaid Services (CMS) instructions for the MMSEA Section 111 implementation.

All affected entities are responsible for following the instructions found at the following link: http://go.cms.gov/mirnghp.

**Slide 3 - of 11**

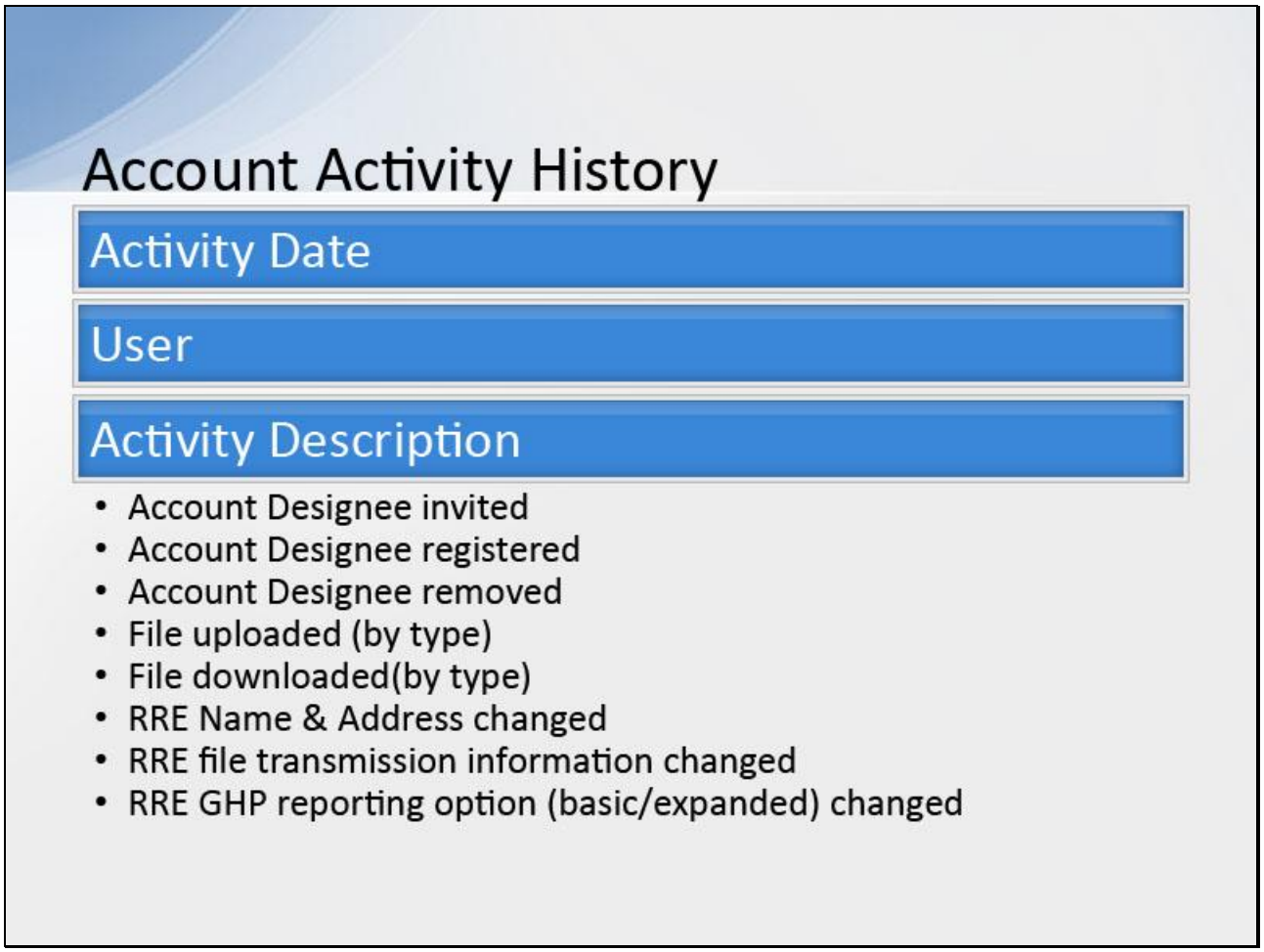



**Slide notes**

To assist with account management, Responsible Reporting Entities (RREs) can review the activity performed for an RRE ID account on the Account Activity page.

This course will show RREs how to navigate to, and review the content of, the Account Activity page.

**Slide 4 - of 11**




**Slide notes**

All activity performed for an RRE ID account can be reviewed on the Account Activity History page. This page lists the Activity Date, User name, and Activity Description including:

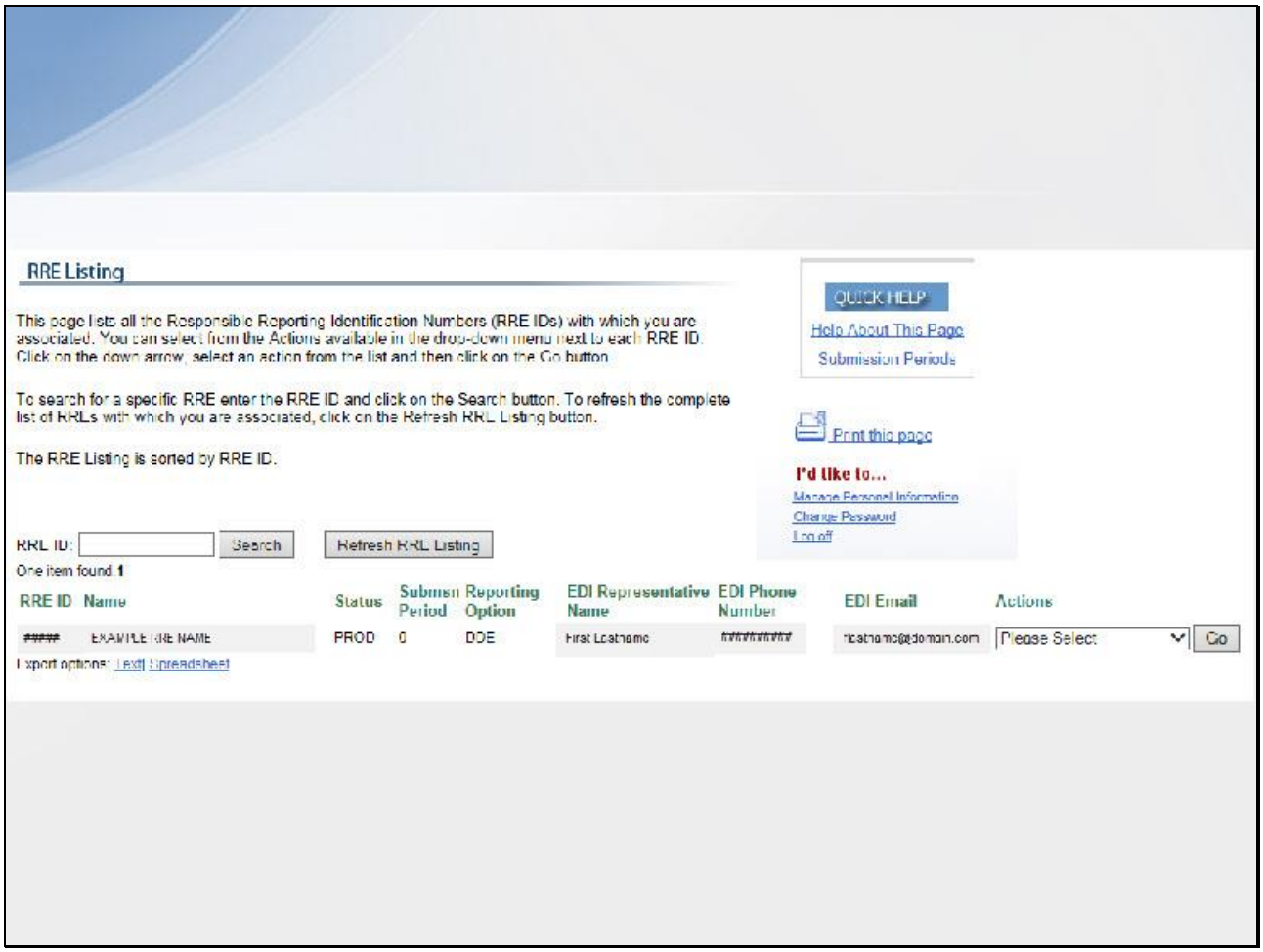
Account Designee invited; Account Designee registered; Account Designee removed; File uploaded (by type); File downloaded (by type); RRE Name & Address changed; RRE file transmission information changed; and RRE Group Health Plan (GHP) reporting option (basic/expanded) changed.

**Slide 5 - of 11**

**Slide notes**

To view account activity history, users associated with the RRE's account will logon to the Section 111 COBSW at https://www.cob.cms.hhs.gov/Section111/.

**Slide 6 - of 11**

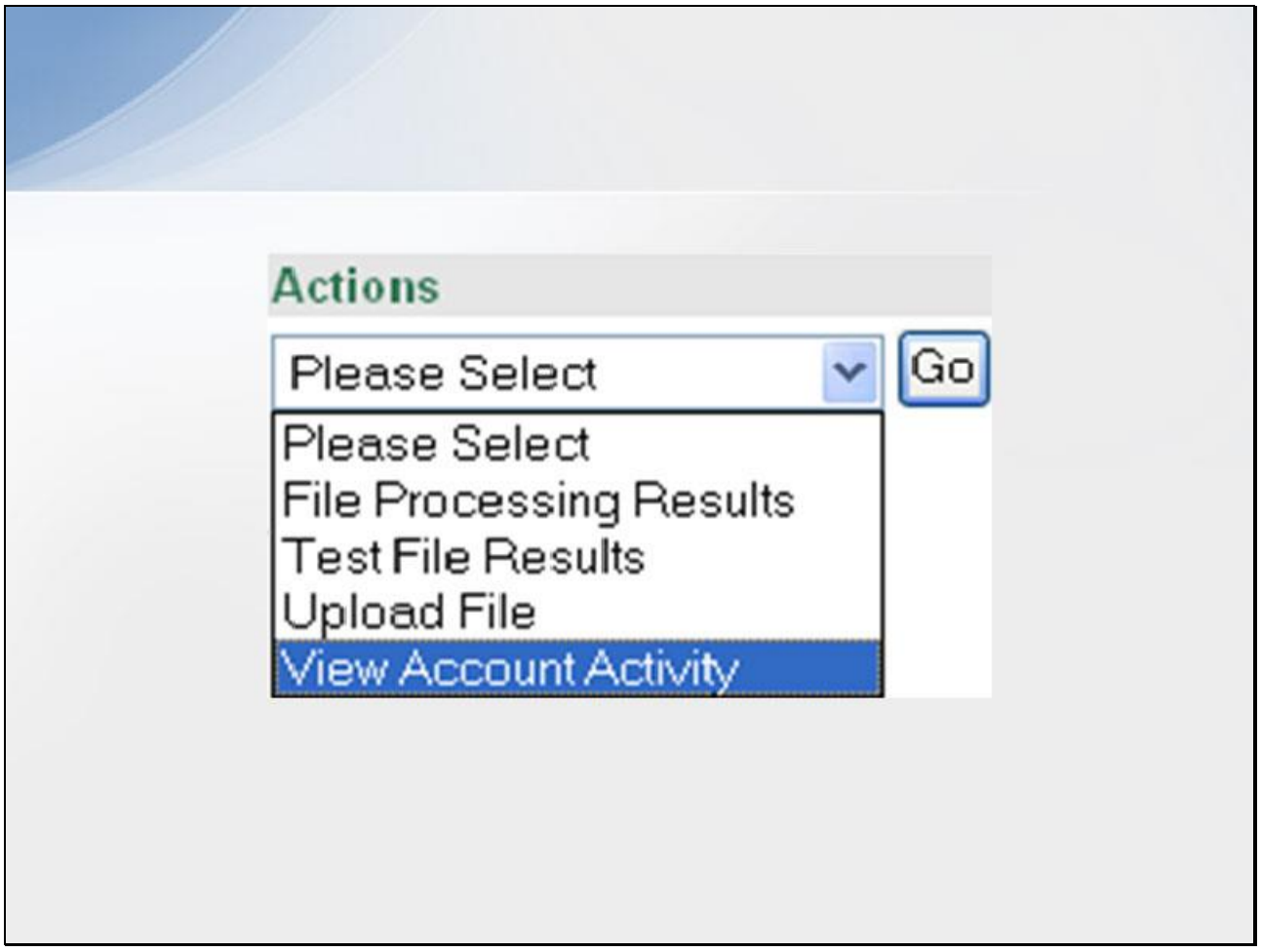



**Slide notes**

After a successful login, the RRE Listing page will display. This page functions as the main processing screen or Home page to initiate any of the Section 111 COBSW processes.

It lists all of the RRE IDs to which you are associated. Account activity for each RRE ID may be viewed by making a selection from the Actions drop-down box for the applicable RRE ID.

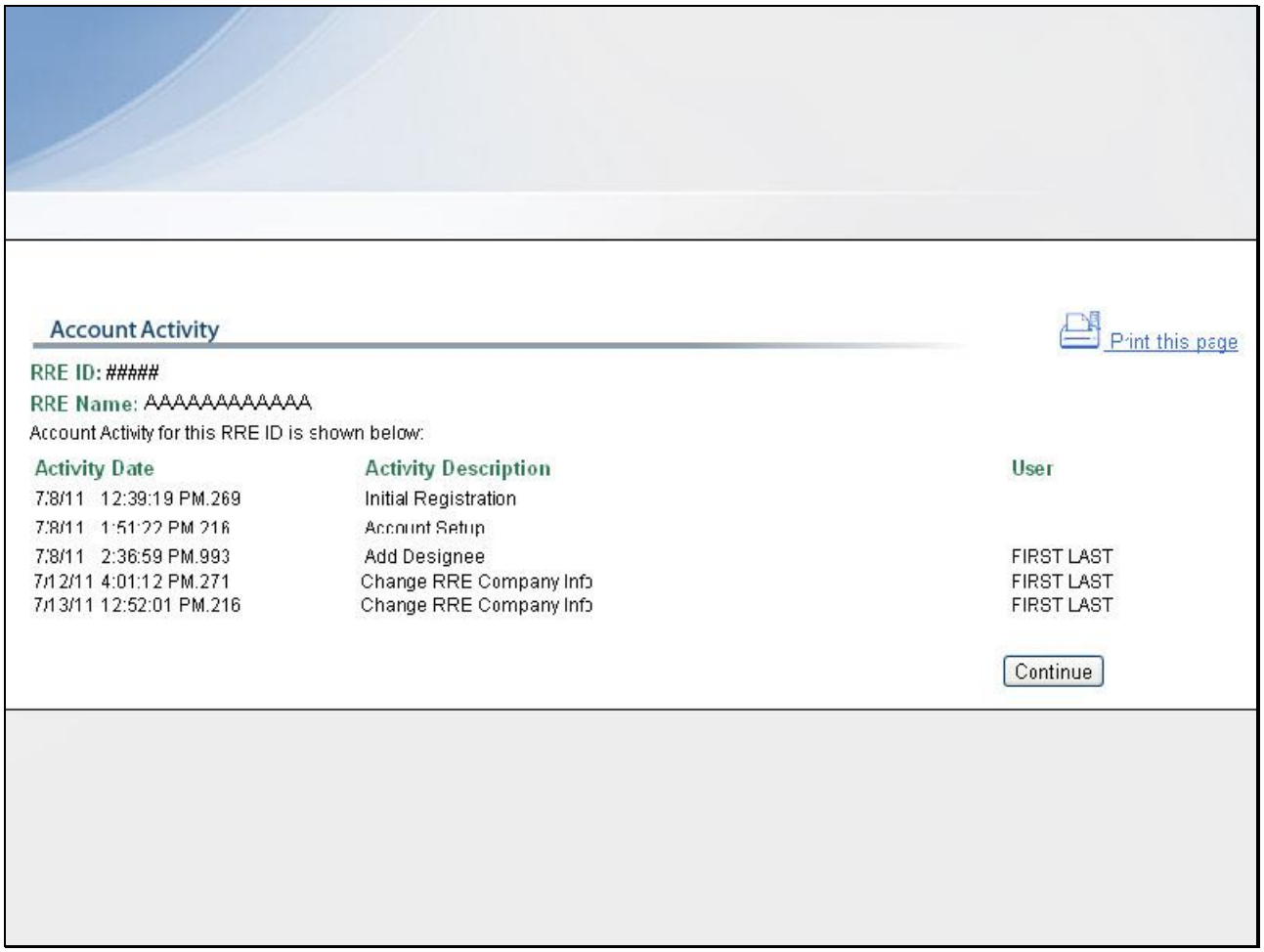
**Slide 7 - of 11**




**Slide notes**

From the Actions drop-down box, for the applicable RRE ID, select “View Account Activity”, and click Go.

**Slide 8 - of 11**



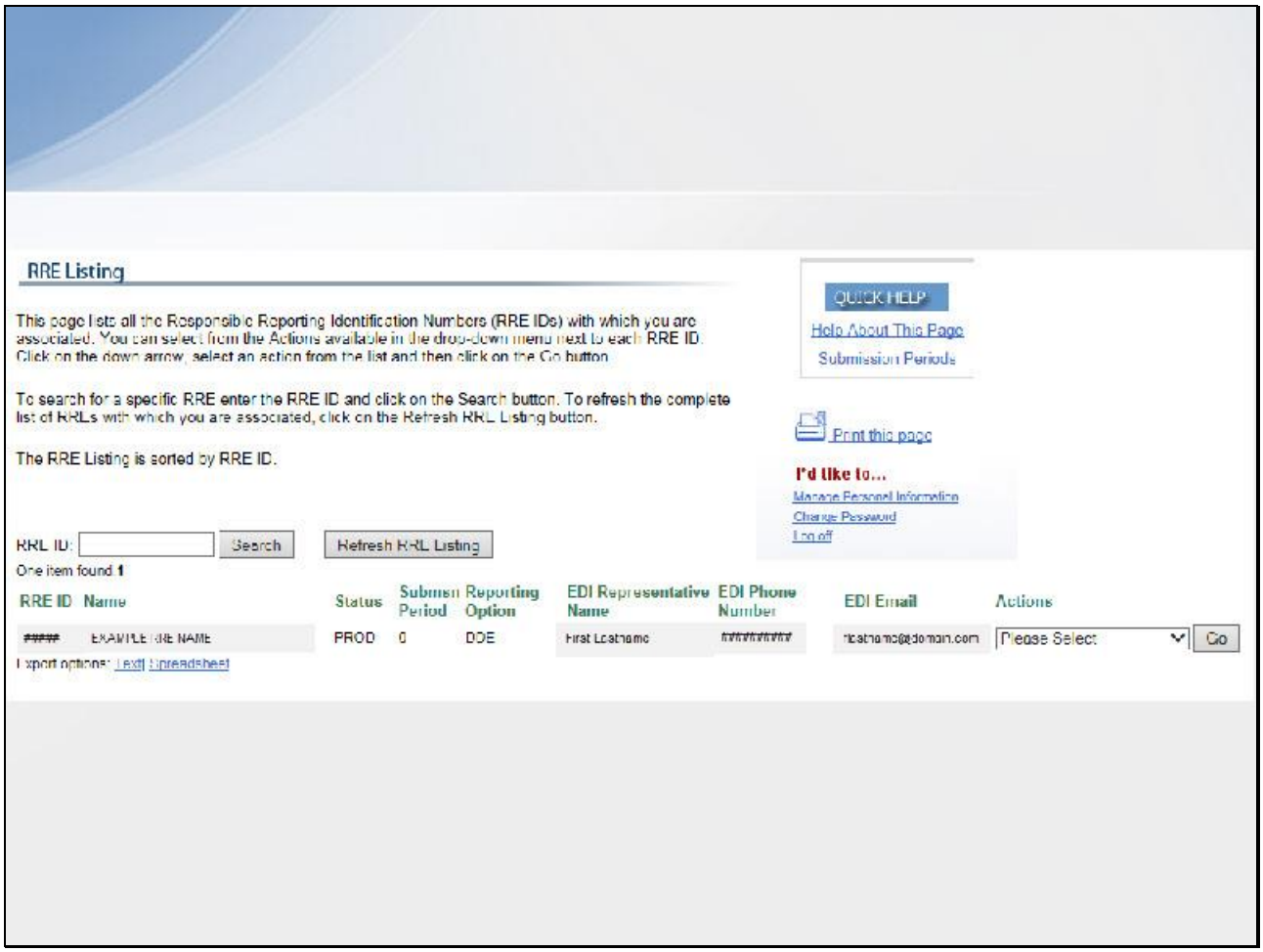

**Slide notes**

The Account Activity page displays, listing the activity date, description, and associated user's name for each event logged to the audit file for the selected RRE ID.

In the case that no user name was applicable or the action was made by the system, this field defaults to a system-generated value. To print the Account Activity page, click the Print this Page link in the upper right corner of the screen.

After reviewing the account activity, click Continue to return to the RRE Listing page.

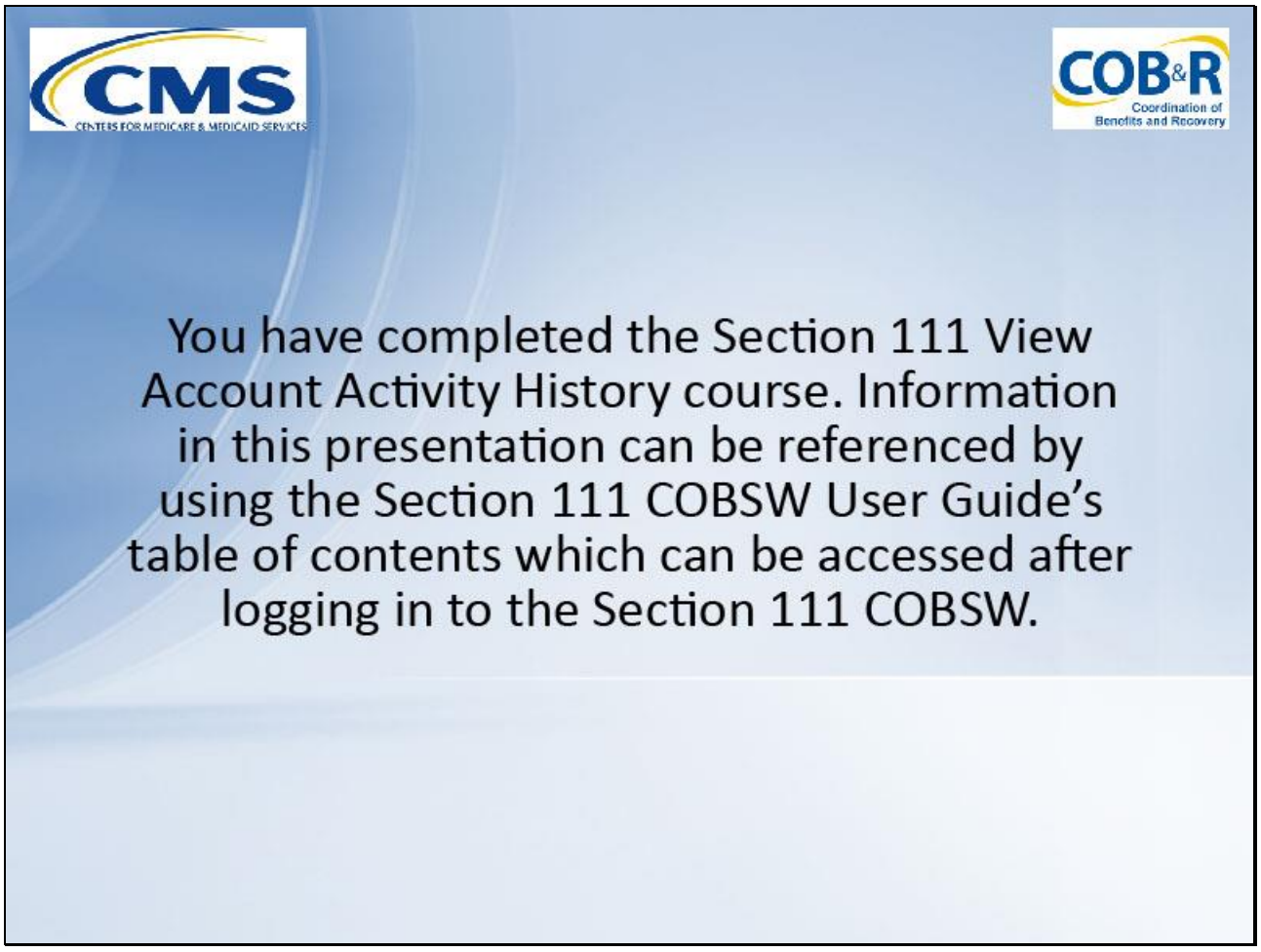
**Slide 9 - of 11**




**Slide notes**

The RRE Listing page displays.

**Slide 10 - of 11**

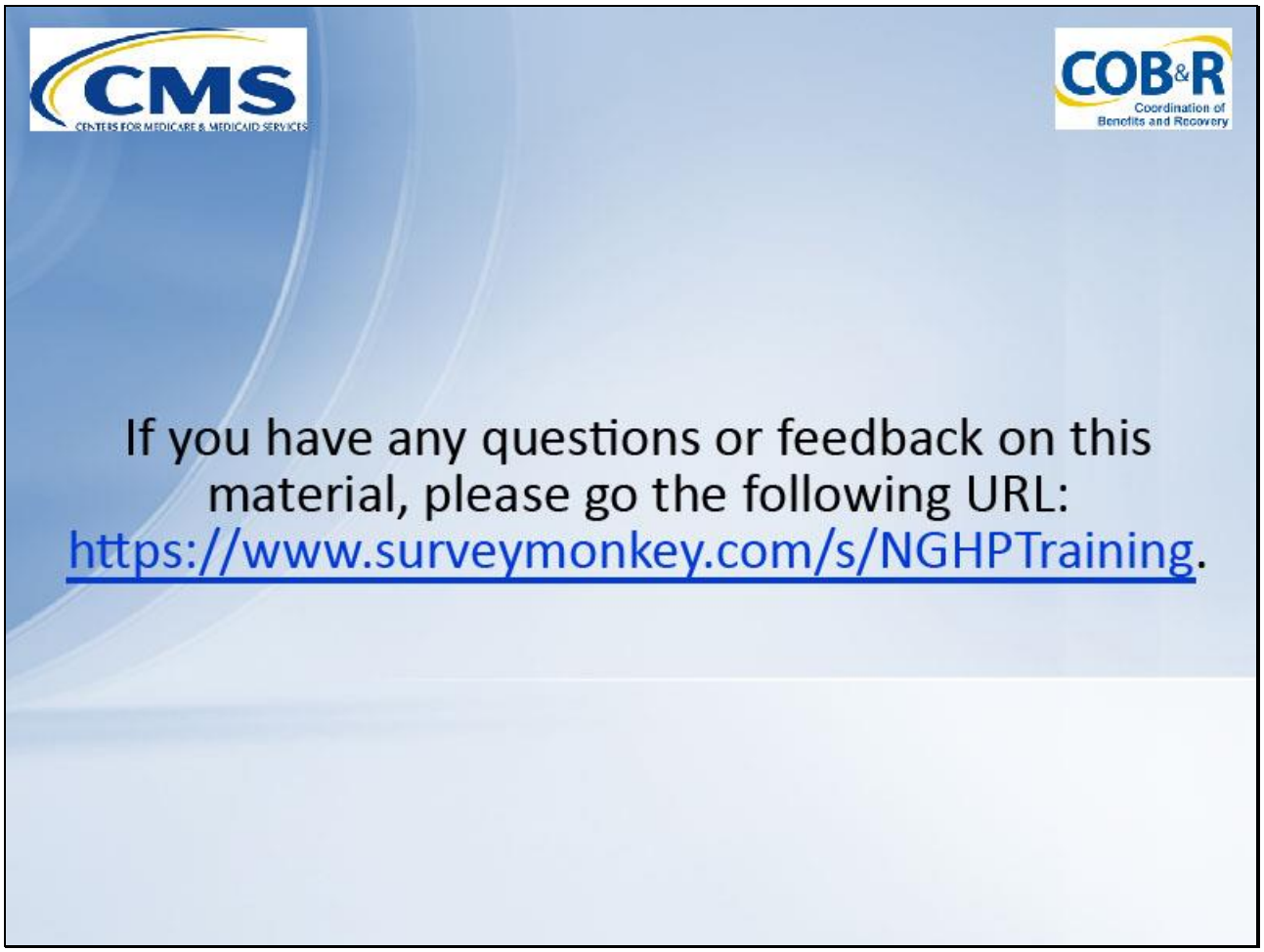



**Slide notes**

You have completed the Section 111 View Account Activity History course. Information in this presentation can be referenced by using the

Section 111 COBSW User Guide's table of contents which can be accessed after logging in to the Section 111 COBSW.

**Slide 11 - of 41**




**Slide notes**

If you have any questions or feedback on this material, please go the following URL: https://www.surveymonkey.com/s/NGHPTraining.