Release Notes
Axiom Cost Accounting
Version 2019.1.3

KaufmanHall
AXIOM

KaufmanHall

5202 Old Orchard Rd. Suite N700
Skokie, IL 60077
(847) 441-8780
(847) 965-3511 (fax)
www.kaufmanhall.com

Support email: support@kaufmanhall.com

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Version: 2019.1.3

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Summary

Kaufman Hall is pleased to announce the 2019.1.3 release of Axiom Cost Accounting. Each product release provides new features, enhancements, and configuration options to meet your needs. Many of these features and enhancements are a direct result of your feedback and suggestions.

> **NOTE:** For the most updated release notes, view/download them from Axiom Help. After logging into your Axiom product, click the Main ribbon tab, and then click **Online Help > Cost Accounting**. At the top of the home page, click **Release Notes**.

Summary of the upgrade process:

1. **Review product release notes** – Review this document to familiarize yourself with the new features and functionality.

2. **Schedule an installation date** – Submit a request to your organization's Axiom Master System User (MSU) to contact support@kaufmanhall.com to schedule an installation date and time with at least three days of advance notice. The request should include the following information:

   - Desired Axiom Software platform version.

   - Desired Axiom for Healthcare product and version.

   - Indicate whether to first refresh the Axiom test sandbox with a copy of the production instance of Axiom and apply update(s) to it. If so, provide the soonest that Kaufman Hall can do this.

   - Propose an approximate two-hour downtime window when Kaufman Hall can apply update(s) to the production instance of Axiom during regular business hours, Monday through Friday 7 AM to 7 PM Central (except holidays recognized by Kaufman Hall).

3. **Complete manual configuration updates** – After installing the upgrade, review any manual setup steps needed to enable features for this version.

> **IMPORTANT:** Please read Manual configuration instructions for important information related to upgrading to this version.

Support

Kaufman Hall provides world-class resources at your fingertips directly within the Axiom Software system. Axiom Help provides topics, knowledge base articles, documents, webinar/training announcements, and videos to guide you through managing your system. To access these resources, do any of the following:**Online help** - From the Main or Admin ribbon tab, click **Online Help**, and then select the product. Axiom Help opens in a new browser window. The online help will only open for products you are licensed to use.
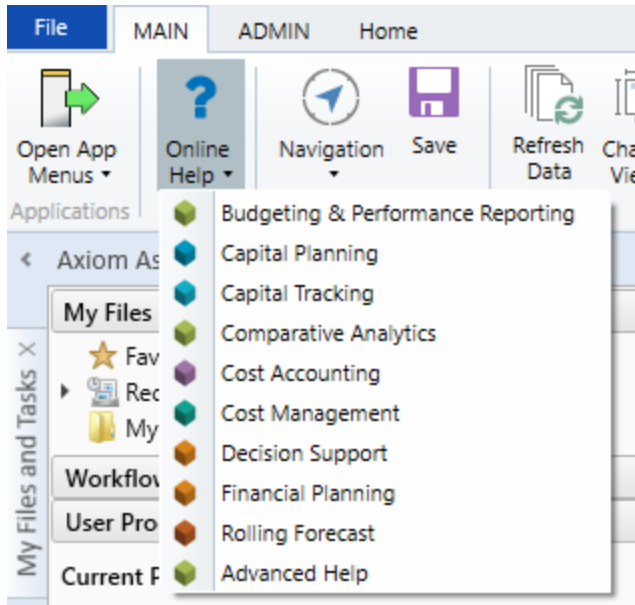
Contextual help - Form/web-enabled features include contextual help directly within the user interface. This information provides a quick summary and/or instructions specifically related to the screen you are using. You can access this information by clicking the question mark in the upper right corner of the screen. For more detailed information, open Axiom Help by clicking **Open Help** at the top of the contextual help dialog.

Escalating to Axiom SupportAs always, we appreciate your commitment to Kaufman Hall. If you have any questions about your upgrade, please contact us by logging into Axiom, navigating to the online help for your product, and clicking the **Support** at the top of the home page.

Training

Kaufman Hall offers multiple training options for our customers. These courses are part of your maintenance agreement and are free of charge. We strongly urge you to take advantage of all training options, including:

- Self-help videos

- Recorded webinars

- Virtual training courses

For a complete listing of our courses, please visit www.kaufmanhall.com.

Product upgrade notes

When upgrading to the 2019.1.3 version of Axiom Cost Accounting, keep in mind the following:

- This product upgrade contains updated templates, calculation methods, driver files, and remediated defects.
- KHA delivered reports may be removed or replaced. Any report that you saved under a different name or created new will remain untouched. Replaced reports are available in Document History, if needed.
- Any KHA delivered report that was moved to a new location by the client will automatically move back to its original location.
- KHA product templates and calculation method libraries will be replaced.
- Process definitions will not be replaced. Process Manager will not currently work with the new system tables and web-based pages and utilities. Consequently, please plan on reviewing and potentially revising any Cost Accounting Process Definitions depending on the scope and what tasks have been created and are in use.
- Security roles and sub-systems will be reset to their configured settings for the Axiom defined roles. All security exceptions you may have made at the individual user level will remain intact.
- Specific items configured as part of your company or organization's implementation such as imports, exports, driver files, and process management files, will remain as is. Any required modifications to these areas are covered in the release notes, if required. For example, Process Manager defined processes for Cost Accounting will need to be modified by Client Success and has limitations with accessing web-based tasks.

New features summary

Axiom Cost Accounting 2019.1 is our initial market release, with a substantial portion of the system redesigned to help improve system setup, configuration, and maintenance. The complete redesign and development of the Cost Accounting system will continue with subsequent releases.

> **TIP:** Due to the amount of new features and functionality in this redesigned product, we recommend that you review the new online help along with this document.

The following section describes the new features and enhancements in this release:

▶ Setup Guide: Manage configuration and data setup options from one place

In the Setup Guide, all setup and maintenance tasks are grouped together into similar areas and sub-areas from a single home page. For example, you can find all of the tasks associated with setting up and managing methods and assumptions in the Method and Assumptions section. Next to the button, the page displays a description.

The following list describes the new screen elements to the redesigned user interface. The numbered list corresponds to the numbers in the following screenshot:

1. The buttons are color coded to indicate the status of the task or corresponding sub-tasks:

- **Blue** - In Process. The costing tasks in this group are still in the process of being set up or configured for the current costing period.
- **Gray** - Locked or Not Available. These tasks are either locked because prerequisite processes need to be completed first before they can be accessed, or they are still under development and will be enhanced in future releases. From the Implementation Checklist page, you view what prerequisite tasks you need to complete to unlock the task. Items gray out can be accessed and operated in the normal method using the Cost Accounting Admin task pane, using existing software components. For more information, see Manual configuration instructions.

2. The status column on the right side of the page displays tasks as Completed, In Progress, or Not Started. Users assigned the Cost Admin profile can click the circle to toggle the status from one status type to another. For example, if all of the tasks for Data Management are now complete, click the circle to toggle the status from In Progress to Complete.

> **NOTE:** All of the tasks in a specific area need to be marked as complete in order for the button above it to be marked as complete. For example, in Data Management area, all of the tasks in Data Management must be marked complete in order for the Status column for the Data Management button to be marked as complete.

3. The Implementation Checklist provides a list of tasks to complete as part of the set up and configuration process.

4. If you need help configuring a specific area, click the question mark in the upper right corner of each screen. A help panel displays conceptual information or contextual instructions for the page that displays. For more detailed help, some of the contextual instructions include links to fuller topics in the online help. To access the full online help system for Axiom Cost Accounting, click the question mark in the upper right corner of the page, and click **Open Help** (which opens the help in a separate browser window). The online help provides information related to understanding and using Axiom Cost Accounting, including conceptual topics and step-by-step instructions. It also includes PDF documents that you can download, including the Administrator's Guide and release notes.

Setup and maintenance tasks are grouped into the following areas:

- **System Configuration** - Enable or disable system-related options and features as well as configure calendar settings for your fiscal year.
- **Data Management** - Configure system structure-based entities, departments, accounts, and other costing-related classifications as well as maintain dimensions, imports, and data loading.
- **Methods and Assumptions** - Configure costing methods and assumptions for your costing process.
- **Process Advanced Cost Methods** - Process Transaction Microcost, Microcost, and/or Markup cost methods and post results to the CDCC table.
- **Reclasses and Allocations** - Define and process reclass and overhead allocation definitions.

- **Unit Cost Calculations** - Calculate all unit costs based on GL allocations for a cost set and reconcile results. These methods include RVU, Provider RVU, RCC and RCU.
- **Cost Assignments** - Assign the results of the RVU, Provider RVU, RCC, and RCU Methods as well to the CDCC table and then summarize cost results to other encounter tables.

▶ Implementation Checklist: Track and manage your setup and configuration tasks

Setting up and configuring Axiom Cost Accounting requires you to complete multiple tasks, many of which require considerable validation and review to ensure that they are completed before advancing to subsequent tasks. The Implementation Checklist presents an easy and convenient way for Cost Accounting administrators to manage and track each major task that is part of the costing setup process. The checklist shows each task in the order you need to complete them. For locked tasks, you can hover your cursor over the Locked status, and the system will display the task you need to complete to unlock the task.

> **NOTE:** Some tasks are marked as Not Available because they are still under development. You can access these components using the Cost Accounting Admin task pane. For instructions on how to access the Windows or Excel Clients where the task panes reside, see "Launching Axiom Software applications" in the online help.

▶ System Configuration: Setting up your system

Select options and features that your organization will use in the system. Any features you do not enable are hidden from the system to simplify navigation for system users. These system settings are enforced immediately upon saving the configuration changes. You can apply them at any time during the costing process.

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Setup Guide › System Configuration

System Configuration   [Save]

Costing System

01. Will you implement Decision Support with Cost Accounting?   [No]

02. What is the source of the GL data?
- ● Summarize from KH Actual Table
- ○ Use Custom Utility

Custom Utility [ ] [Browse]

03. Will you load payroll detail for labor distributions?   [No]

04. If you answered Yes to the previous question, what is the source?
- ○ Summarize from KH Actual Table
- ○ Use Custom Utility

Custom Utility [ ] [Browse]

05. How will you compute cost item volumes?
- ● Using Revenue & Usage Import
- ○ Summarizing Encounter Detail

▶ Managing Data: Define system structure and maintain dimensions, imports, and data loads

From this area of the system, you can define your system structure based on entities, departments, accounts, and other costing related classifications. This includes maintaining dimensions, imports, and data loading. Areas of this part of the system include the following:

- **Core Dimensions** - Maintain the core financial data dimensions to classify your entities, departments, accounts, job codes, and pay types. You can also define and maintain your cost categories and cost pools.
- **Encounter Dimensions** - Maintain encounter and transaction related dimensions and reference tables. Some of these dimension and reference tables include Age, Bill Types, Financial Classes, and so on.
- **Statistics** - Enter, import, or create statistics from general ledger, encounters, or transaction data.
- **External Financial Data** - Import general ledger or payroll data from Performance Reporting or load these foundational data sets from other source systems. You can also post one-time general ledger adjustments that have not yet been made in the GL system, and overwrite the current values in the GL.
- **Costing Data** - Import and maintain cost-related data such as RVUs and standard microcosts.
- **Encounter Data** - Load and reconcile cost-related encounter, encounter-level charge transactions (cost detail data), and encounter-level transaction cost data.

At this time, there are some dimensions and reference tables that you can only modify directly in the dimension table in the Windows or Excel Client. These include the following:

- Departments
- YRMO Dates

- Calendar Dates
- Age
- Bill Types
- Discharge Status
- MDC Codes
- ICD Procedure Codes
- Point of Origin
- Stations
- Transaction Codes

Methods and Assumptions: Manage costing methods and define assumptions

Establish and maintain the costing methods used by your organization (e.g., by department and revenue code), and define various assumptions for the cost processing. Areas include the following:

- **Cost Set Maintenance** - Define the parameters to use to create a Cost Set during processing. The posting of results has been moved to the Web Client, which is also linked to the Cost Accounting Admin task pane.

- **Methods** - Configure and maintain the methods to use when processing costs. This functionality is in transition with the following processes moved to web pages:
  - Assign the Microcost Method.
  - Assign the Transaction Cost Method.
  - All other aspects of method definitions and assignments are accessible from the normal task pane and are available in the Windows or Excel Clients using the standard forms from 2018.3.
- **Assumptions** - Configure and maintain costing assumptions by the system during unit cost calculations. Assumptions to maintain includes defining variability exceptions and managing Markup Group definitions.

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Cost Set Maintenance

＋ Add Cost Set

Name	Description	Modified By	Date Modified	Start Period	End Period	Fiscal Year	Active Cost Set
	FY16 Cost Set		10/12/2017	01	12	2016	
	FY17 October YTD		12/18/2017	01	01		
	FY17 June YTD		10/25/2017	05	05	2017	✔
	FY17 Cost Set (Sept YTD)		12/17/2017	01	12		

▶ Process Advanced Cost Methods: Calculate costs directly to encounter records

Select the advanced methods to process - calculating costs directly on the detailed encounter records in the database using volume and charge date for each record. These advanced methods are not using or allocating the Costing GL (CGL) cost information in a unit cost calculation, but rather are loading or using encounter level charge information (Cost Detail data) to determine the costs. The allocated methods are performed later in your process. These steps have been moved ahead of reclassing as these advanced methods generate offsets that do not tie to the CGL, which need to be evaluated and potentially processed.

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Process Advanced Cost Methods | **Settings**

Utility			
	Description		Use this screen to select which advanced methods to process, calculating costs directly on the detailed encounter records in the database using volume and charge date for each record.
Variables			
	Select a Cost Set	FY17 June YTD (Active Cost Set) ▾	
	Select Method Definition Version (Markup Only)	▾	
	Select Markup Version (Markup Only)	1 ▾	
	Service Start YRMO	201610 ▾	
	Service End YRMO	201706 ▾	
	Processes	☑ Reverse Markup	
		☑ Microcost	
		☑ Transaction Microcost	

▶ Reclasses and Overhead Allocations: Define and process reclass and overhead allocation definitions

Easily manage reclasses and overhead allocations by adding, editing, and processing definitions using the new and improved UI/UX provided by this web-based solution.

▶ Unit Cost Calculations: Calculate methods

Calculate all unit costs based on CGL allocations for a cost set using a new web-based page, which includes RVU, Provider RVU, RCC and RCU. Defined variables and filters in this new page are passed to the Scheduler and greatly simplifies the process. You can also filter by department and/or provider by clicking the filter to display the Filter Wizard. This allows you to select an existing filter or create a new filter, which you can save for future use.

► Cost Assignments: Apply allocated methods to cost detail categories and summarize costs

Assign the results of the RVU, Provider RVU, RCC, and RCU Methods to the CDCC table and then summarize the cost results to other encounter tables has been collapsed into one easy process using the new web-based page.

Issues resolved in 2019.1.1

The following table lists the resolutions for issues addressed in 2019.1.1, released on April 22nd, 2019:

Issue	Description
Cost Accounting Admin Task Pane Corrections [TFS 34795]	**Issue:** Costing Admin Task Pane points to the wrong web pages for Reclass Definition and Reclass Processing. **Resolution:** Corrected by updating the task pane to select the appropriate web page.
PFB-07029 - Provider Costing over allocated costs [TFS 34545]	**Issue:** When using the Provider RVU costing process, the system includes the provider expenses from Dept Types other than Direct in the pooled/allocated costs. **Resolution:** Corrected by updating provider costing so that it now only capture costs from Department Types that are Direct.

Issues resolved in 2019.1.2

The following table lists the resolutions for issues addressed in 2019.1.2, released on May 13th, 2019:

Issue	Description
Reconciliation report - ACCT is hardcoded and AQ3 needs the right SumBy column [TFS 35025]	**Issue:** The report opens from a link on the Reclass processing web page and the system passes over getdocumentinfo. When the Auto-commit is not checked, the system creates and populates the CGL_reclass_staging and Acct_reclass_staging tables, and those variables should be passed to the reconciliation reports. **Resolution:** Corrected by updating the formula in the Control_sheet!F141 and updated the reclass rule description.
Cost Accounting Admin task pane defects - Remove Reclass Validation Reports [TFS 35058]	**Issue:** The following links need to be made to the Cost Accounting Admin task pane: • Remove the Validation reports. • Provide a spreadsheet icon to the Reclass and Allocation Distribution Reconciliation task. • Add the Reclass and Allocation Department Summary reporting into this folder. **Resolution:** Corrected by making the listed changes above as well as added a link to the Reclass and Allocation Distribution Reconciliation report.
PFB-07525 - Missing value for variable 'SvcYRMOStart' error [TFS 35231]	**Issue:** When the Summarize Cost Detail Categories task runs from the new web interface, the job fails, and the system displays the following error message: Missing value for variable 'SvcYRMOStart' **Resolution:** Corrected by removing the hard-coded Package Variable values and replaced them with the job variables {ServiceStartYRMO} and {ServiceEndYRMO}.
Results applied to CostDetailCategoryCalculation ETL should not delete all of the advanced cost method records before updating [TFS 35381]	**Issue:** A validation error occurs due to a logic error in transform step 10 that retains advanced records from other YRMOs. **Resolution:** Corrected by adding an additional transform step to retain any CDCC records written by the prior advanced methods.

Issues resolved in 2019.1.3

The following table lists the resolutions for issues addressed in 2019.1.3, released on June 3rd, 2019:

Issue	Description
Reclasses definitions - The From Department filter needs to allow Dept.DeptType = 'NA' [TFS 34945]	**Issue:** Reclasses should be allowed to be from departments that are Dept.DeptType='NA'. Currently, the system filter excludes the department NA or DeadEnd types in the From Departments and To Departments in the reclass definitions. The filter needs to be completely removed from both the From and To Departments filters. This is for adding new or editing existing reclass definitions. **Resolution:** Corrected by removing all of the filters that reference the Dept.DeptType column from the UI pages/controller and reclass processing code base. Users can now select and process any source department source/ basis (destination) regardless of Dept.depttype.
Reclass and Allocations - bucket list - which can generate unexpected results [TFS 35245]	**Issue:** Reclass and allocations do not work with dependent downstream rules, which can generate unexpected results. Rules that are dependent on the results from other rules are not being picked up. **Resolution:** Corrected the source and basis query to consider results created by other rules within the same process run.
Allocation rules do not process correctly when departments overlap between rules [TFS 35446]	**Issue:** If two or more allocation rules include overlapping departments defined in their source and target, the allocations will not tie to zero. **Resolution:** Corrected the source query to properly filter on the cgl.savetag field during processing as well as the ability to correctly handle null values.
Direct to Encounter form does not save the definition [TFS 35540]	**Issue:** The Direct to Encounter form does not allow a definition to save. As a result, the system displays an error message. **Resolution:** Corrected by adding logic to allow the system to save the rule.

Issue	Description
Direct to Encounter form processing error when Scheduler job runs but not the ETL [TFS 35708]	**Issue:** An error occurs in the Scheduler job when processing a new Direct to Encounter definition. This error does not occur in the ETL. **Resolution:** Corrected by adjusting the hard coded cell reference in the command adapter that triggers the Scheduler job.
Payroll reclass processing fails when a single dept has no basis records [TFS 35821]	**Issue:** When the system finds one department out of the entire Entity=1 that does not have any basis records, the processing fails and cannot continue. The issue occurs when a user enters a "generic" filter for payroll reclass. The records for the department selected in the source may not exist for that same department in the basis. **Resolution:** Since a payroll reclass processes within the same department, the issue was corrected by adding additional logic when creating the offset records.
ReclassOffsets should have pseudo account as ACCT.Type = Source Acct.Type [TFS 35843]	**Issue:** All pseudo account offset records created or updated by reclass processing set the Acct.Type = 'Expense'. However, the Acct.Type should match the acct.type from the source query. **Resolution:** Corrected by adding logic to lookup the Acct.Type from the source query. However, the assumption is that the Acct.Type will be the same for all records identified in the source query. If this is not the case, the structure in how pseudo accounts are created needs to be adjusted, as an account record within the ACCT dimension table has a single type value. The system handles this potential conflict by checking for the most frequently used Acct.Type (related by the CGLxxxx.acct) and setting the offset Acct.Type value to it.

Issue	Description
PFB-07585 - Payroll Reclass: One or more rules are not valid is confusing [TFS 35868]	**Issue:** When imported Act_Pay12 data has a period with zero data but the corresponding salary accounts in the CGL include data, the system displays a "One or more rules are not valid" partial success error when processing payroll reclasses. **Resolution:** Issue resolved in response to resolving issue TFS 35821. **NOTE:** The error message indicated whether the offset and distribution balanced - not whether the source values were fully allocated. Product will enhance the approach for reconciliation assistance in a future release. Until then, when previewing the data and you see a zero in a field for Source and/or Basis, you may encounter reconciliation errors until those are updated. **IMPORTANT:** If using Acct.Costcat as a filter or rule (for reclass and allocations), you need to edit the rule to update the filter to use Costcat.Costcat. This forces the system to evaluate the rule as that costcat.

Manual configuration instructions

The upgrade to 2019.1 includes some new tables for reclasses, allocations, reverse markup, and user interface screens for a number of the system components. As a result, any custom assets from a prior Axiom Cost Accounting installation that reference the reclasses, allocations, or reverse markup tables may not work or will not return valid information as originally configured because the tables have changed. The updated table structures include the following:

Old Table-by-Table Library Location	New Table-by-Table Library Locations
\Costing\Cost Data\Markups	\Costing\Cost Data\MarkupGroups
\Costing\Process Definitions\RECLASSDEF	\Costing\Process Definitions\v3\ReclassDefinition
New table storing the reclass departments defined in a new manner	\Costing\Process Definitions\v3\ReclassDefinitionDept
\Costing\Process Definitions\ALLOC_DEPT_ASSIGN	\Costing\Process Definitions\v3\AllocationDefinitionDept
\Costing\Process Definitions\ALLOCATIONDEF	\Costing\Process Definitions\v3\AllocationDefinition

Process Manager updates

> **IMPORTANT:** Please review this section carefully for important information.

- Specific areas where your process management will not work include steps moved to the web client that no longer have a Windows or an MS Excel client capability, e.g., cost set management, reclass definitions, allocation definitions, and markup definitions. ***Additionally, if your organization relies on Process Manager, you will need to carefully review your defined processes within Process Management when upgrading to Axiom Cost Accounting 2019.1.*** For instructions to managing and editing processes, see the "Process Management" section in the online help.

- If your organization uses Process Management functions, we are currently in the process of replacing them with the new web-enabled functionality. As a result, current Process Management workflows may not work as intended since they likely reference worksheet based components that have been replaced with web-based pages. These new pages are easily managed from the web interface in an intuitive manner, thus reducing the reliance on Process Management.

- You may need to change Process Management steps since the system cannot call web pages and form reports directly from Process Management at this time. This means that you will need to change any task or step in a process that is now a web page to a Generic Process step.

Known issues

The following table lists the more critical known issues in this release:

Issue	Description
MethodAssignment by CostPool needs to have a zero before update added [TFS 7668]	**Issue:** Besides this utility, there are two other utilities that update the MethodDefinition table. The table can also be directly edited. Having multiple sources updating the table could cause for orphaned records since this utility initially populates from the CostItemUsage table and not the MethodDefinition table. **Resolution:** Under consideration for future patch or release.
PFB-06711 - Re-Processing Micro and Reverse Markup after RVU, RCC and RCU [TFS 26854]	**Issue:** Markup unit cost calculations after the RVU, RCC, and RCU unit cost calculations have been processed, the user is advised to clear ALL of the cost offset accounts from the CGL prior to re-processing of Micro and/or Reverse Markup unit cost calculations and then re-process the RVU, RCC and RCU cost methods. The reprocessing of these method and their new offsets create new values to be allocated. Any changes in methods within the department may not have impact the deletion of these pseudo accounts. Transforms 18 and 19 of the Markup and Micro Cost GL and CostResults Postings only insert and update the micro and reverse markup cost offsets. If these transforms are not to be edited, then clients need documentation to ensure that the CGL is cleared of all cost offset accounts before re-processing of the micro and reverse markup and then remaining RVU, RCC and RCU cost methods. **Resolution:** Under consideration for future patch or release.
PFB-06955 - Transaction & Micro Cost & Reverse Markup Processing [TFS 29217]	**Issue:** When using the Transaction & Micro Cost & Reverse Markup Processing Utility, the system fails to create CGL Offset Accounts. **Resolution:** This issue will be patched within this release.

Issue	Description
Core Dimensions - Unable to copy one cell and paste to multiple cells at once and have it replicate multiple times [TFS 30757]	**Issue:** When copying content from a cell to multiple cells, the system only applies the copied content to one of the multiple cells. **Resolution:** Under consideration for future patch or release. In the meantime, you can do the following as a workaround: 1. Copy a range of cells 2. Select a single cell, and paste. The whole range pastes into the cell. 3. Fill down the column, and fill across the row.
ReconUC_02_2_Cost Results to Costing GL by Cost Category - Requires two refreshes [TFS 32934]	**Issue:** The ReconUC_02_2_Cost Results to Costing GL by Cost Category should not require two refreshes. **Resolution:** Check to make sure that multiple methods do not exist for the same costcat.

> **IMPORTANT:** Refer to the **Axiom for Healthcare Suite 2019.1 Release Notes** for additional known issues that have a suite-wide impact.