

# PROCESSING RATINGS DECISIONS

## TRAINEE HANDOUT

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## **OBJECTIVES**

### **PREREQUISITE TRAINING:**

This is an entry level VSR Course.

### **OBJECTIVES:**

The purpose of this lesson is:

- Define and identify a Rating Decision document
- Define and identify a denial rating
- Define and identify rating decisions which result in a combined evaluation of 0% - 20%
- Define and identify rating decisions which result in a combined evaluation of 30% - 100%
- Define a confirmed and continued rating decisions
- Identify the actions required to process a rating decision in either category
- Use VBMS-A/VETSNET Award systems for processing a rating decision.

### **TIME REQUIRED:**

4 hours: by lecture, class participation, and demos

## REFERENCES

- [Rate Tables](#)
- [M21-1, Part III, Subpart iv, 6. C, Completing the Rating Decision Narrative](#)
- [M21-1, Part III, Subpart iv, 6. D, Codesheet Section](#)
- [M21-1, Part III, Subpart v.2.A, Decision Authorization](#)
- [M21-1, Part III, Subpart v.2.B, Decision Notices](#)

## TOPIC 1: RATING DECISION DOCUMENT

**NOTE:** Please reference ATTACHMENT: SAMPLE RATING DECISION for the discussion and review of the below components of the Rating Decision.

### **Decision -**

Is a formal determination on all questions of fact and law affecting the provision of Department of Veterans Affairs (VA) benefits to a claimant.

### **Rating Decision -**

Is a record purposes document detailing the formal determination made by the regional office (RO) rating activity regarding one or more issues of benefit entitlement. The rating decision states the decisions made and provides an explanation supporting each decision.

The rating decision is composed of a Narrative explanation of the determination on benefit entitlement and a Codesheet containing information about the claimant, the current decision, past decisions, and the current state of entitlement to compensation and/or pension benefits.

The table below provides information about the sections of a rating decision.

<b>Rating Decision Sections</b>	<b>Description</b>
Narrative	Contains - <ul style="list-style-type: none"> <li>• Introduction</li> <li>• Decision for each issue considered</li> <li>• Evidence</li> <li>• Reasons for Decision for each issue considered, and</li> <li>• References</li> </ul>
Codesheet	Contains – <ul style="list-style-type: none"> <li>• data table</li> <li>• Jurisdiction</li> <li>• coded conclusion,</li> <li>• SPECIAL NOTATION and TEMPLATE fields, and</li> <li>• signature(s).</li> </ul>

## **NARRATIVE**

### **Introduction -**

The purpose of the Introduction is to

- identify the claimant, and
- acknowledge the Veteran's qualifying service, including any special considerations relevant to the claim, such as former prisoner of war (FPOW) status.

**Note:** The level of detail in the introduction depends on the complexity of each issue.

### **Decision -**

The Decision section lists the specific outcome for each issue addressed, such as the award or denial of

- service connection (SC)
- an increased evaluation, or
- an ancillary benefit, such as special monthly compensation (SMC).

Where at least one (but not every) issue must be deferred, the Decision will also list the deferred issue(s).

### **Evidence -**

The Evidence section is a listing of each piece of evidence considered in arriving at the decision, which may include but is not limited to

- service treatment records (STRs)
- service personnel records
- private and VA treatment records
- VA or contract examination reports, to include Disability Benefits Questionnaires
- lay statements, and/or
- written or oral testimony, to include hearing transcripts.

### **Reasons for Decision -**

The purpose of the Reasons for Decision is to concisely cite and evaluate all relevant facts considered in making the decision.

**References** -The References section of the Narrative is automatically generated by VBMS-R. It refers the reader to 38 U.S.C., as well as the VA website, for the laws regarding VA benefits.

## CODESHEET

**Data Table** Entries are generated by the VBMS-R system based on user-entered data on the MASTER RECORD tab and/or DISABILITY DECISION INFORMATION screens.

**Jurisdiction** The *Jurisdiction* of the *Codesheet*

- appears below the heading section
- explains why the case is before the rating activity
- refers to the claim at issue, and
- cites the pertinent jurisdictional date.

**Coded Conclusion** A *coded conclusion* is the section of the *Codesheet* of a rating decision which contains

*Subject to Compensation*

- a summary of information on the status of benefits, and
- all decided issues.

The coded conclusion on the *Codesheet* must contain the following information for all service-connected (SC) disabilities, both individually and as combined totals:

*Combined Evaluation for Compensation*

- current percentage evaluation
- current effective date
- future percentage evaluation, if applicable, and
- future effective date, if applicable.

- 10% from 09/22/2008
- 40% from 09/23/2000
- 70% from 10/31/2106

*Not Service Connected/Not Subject to Compensation*

*Back Condition*

Not Service Connected, Not Incurred/Caused By Service

Original Date of Denial: 09/23/2000

**Special Notations and Notifications Templates** The primary purposes of notations made in the SPECIAL NOTATION field and the notification template fields on the *Codesheet* are to

- record special remarks or approvals applicable to the rating

decision, and

- communicate an instruction or administrative message to the authorization activity.

**Note:** All special notations and templates are generated through input in the ISSUE MANAGEMENT tab of VBMS-R.

## **Signatures**

Rating decisions must contain the decision maker's digital signature on the bottom of the last page of the *Codesheet*.

A rating decision *signature* is defined as

- an electronic signature certification statement as shown in [M21-1, Part III, Subpart iv, 6.D](#), and
- the user's
  - Local Area Network identification (LAN ID), and
  - job title.

## **TOPIC 2: TYPES OF RATING DECISIONS**

### **DENIAL RATINGS**

**The characteristics of a generated award and notification letter for Denial Rating Decisions.**

## Denial Rating Decisions

- Entitlement to service connection is not granted
- If there is a previous denial rating for a condition (This will be indicated as a “previously denied condition, and remains denied.”)
- Award will result in a zero net effect (no monetary compensation)
- Example of Denial decision text:
  - Service connection for (condition)...” “... is denied.”



**SERVICE CONNECTED GRANT THE CHARACTERISTICS OF A SERVICE CONNECTED AWARD AND NOTIFICATION LETTER FOR COMBINED EVALUATION OF 0% TO 20% RATING DECISIONS.**

**What initiates a 0-20% service connected rating?** Any claimed disability that is granted service connection.

- Compensable evaluations of 10% to 20% or
- Non compensable evaluations of 0% or
- 10% based on multiple 0% under (38 CFR 3.324)

**Characteristics of a 0-20% rating decision**

- Claim Types:
  - Original,
  - Non-Original
    - New condition, Increase, Secondary, Reopen grant

**What to look for when processing a 0-20% rating decision**

- Check rating decision for the following:
  - Date of claim
  - Effective Dates
  - Payment dates
  - Reason for decision
  - Consistency with issues claimed (i.e. § 5103 notice)

**What to look for in the system for processing a 0-20% rating decision**

- Check SHARE/VBMS for the following:
  - Correct Veteran and C-Number
  - Name and Address of Veteran
  - Correct Date of claim
  - Changes in dates
  - Consistency with last rating, if applicable
  - Military Payment Information to include Retired Pay, Severance or Separation Pay
  - Rating decision conditions matches VBMS-A/VETSNET data

***Important note when a rating is complete:***

*\* Once a rating on service connection is completed, dependency information submitted on a VA Form 21-526, VA Form 21-686c, and/or VA Form 21-674, requires a decision from the VSR even when the Veteran is less than 30% service-connected.*

**THE CHARACTERISTICS OF A SERVICE CONNECTED AWARD AND NOTIFICATION LETTER FOR COMBINED EVALUATION OF 30% RATING DECISIONS OR HIGHER**

**What initiates a 30% or higher service connected rating?** Any claimed disability that is granted service connection.

- Compensable evaluations of 30% and higher or
- Can be Individual Unemployability or
- Can be Permanent and Total and entitled Ancillary Benefits

**Characteristics of a 30% or higher rating decision**

- Claim Types:
  - Original,
  - Non-Original
    - New condition, Increase, Secondary, Reopen grant

**What to look for when processing a 30% or high rating decision**

- Check rating decision for the following:
  - Date of Claim
  - Effective Dates
  - Payment Dates
  - Reason for Decision
  - Consistency with issues claimed (i.e. § 5103 notice)

**What to look for in the system for processing a 30% or higher rating decision**

- Check SHARE/VBMS for the following:
  - Correct Veteran and C-Number
  - Name and Address of Veteran
  - Correct Date of Claim
  - Changes in dates
  - Consistency with last rating, if applicable
  - Military Payment Information to include Retired Pay, Severance or Separation Pay
  - Rating decision condition matches VBMS-A/VETSNET data
  - Dependency information

## CONFIRMED AND CONTINUED RATING DECISION

### THE CHARACTERISTICS OF A GENERATED AWARD AND NOTIFICATION LETTER FOR CONFIRMED AND CONTINUED (C&C) AND DENIAL RATING DECISIONS.

#### Confirmed and Continued Rating Decisions

- Rating decision that does not change the current evaluation of the Veteran.
- If the Veteran is receipt of payment, it will continue unchanged
- A prior rating decision has to exist for the Veteran regarding the conditions being sought. (Veteran asking an increase on a service connected condition)
- Award will result in a zero net effect (no monetary compensation)
- Actually a denial as the decision is to continue the current decision
- Examples of Confirmed and Continued decision text:
  - The evaluation of (condition), which is currently \_\_\_% disabling **is confirmed and continued.**
  - The previous denial of service connection for (condition) **is confirmed and continued.**

#### TOPIC 3: IDENTIFY WHAT TO LOOK FOR AND WHAT TO DO

##### What to Look For

- Consistency with the issues claimed (claim & 5103 Notice) – ensure proper development was completed
- Effective Date - Ensure the rating decision has the correct effective date
- Reasons for Decision – Ensure the rating decision explains the reason for the rating
- Changes in Dates – Review the rating decision for multiple effective dates.
- Rating decision condition matches VBMS-A/VETSNET data – Ensure all conditions have been rated and implemented into the system
- Consistency with last Rating, if applicable – Review rating decision code sheet to ensure prior conditions are listed on new rating decision

## Notification Letter Requirements

- Notification Letter: ADL/PCGL format for Grant, Increase and 0% combined. If a notification letter cannot be completed in ADL, the notification letter must be done in PCGL

**(Please refer to the Live Manual for proper procedures for loading non-ADL letters into VBMS - [M21-1.III.ii.4.G](#), Folder Maintenance)**

- The decision made
  - A summary of the evidence considered
  - Reason for the decision
  - Include payment information
  - Any benefits being withheld and the reason for the withholding
  - A notice of procedural due process and appellate rights of the claimant
  - Include additional benefits, if applicable
- Once a rating on service connection is completed, dependency information submitted on a VA Form 21-526, VA Form 21-686c, and/or VA Form 21-674, requires a decision from the VSR even when the Veteran is less than 30% service-connected.

***This is accomplished by adding the dependents in SHARE/VBMS and adding on the award as “not an award dependent” in VBMS-A.***

**SOMETHING TO REMEMBER** – *Your job as a VSR is to review the Rating Decision to ensure that all requirements of promulgation have been met.*

*It's not your responsibility to rate the claim.*

## **Identify What You Should Do**

- Become familiar with current Rating Decision
- Check accuracy of Name, Address, POA, etc.
- Find the current claim - take note of date stamp
- Check DOC against SHARE/VBMS and Rating
- Check Decisions, Narrative, and Code Sheet
- Check § 5103 notice and any other development
- Look at the current rating vs. previous rating
- Look at the notification letter that followed
- Process award in VBMS-A (or VETSNET)
- Check for accuracy
- Print award with appropriate remarks
- Generate letter using ADL (or PCGL)
- Check for accuracy (proofread.)
- Print and organize letter
- Submit for authorization/review

**JOB AID 1: ADDITIONAL BENEFITS AND REQUIRED FORMS**

**These attachments are required for PCGL Notification letters. Additional benefits paragraphs are included in ADL notification letters.**

<b>Combined Evaluation</b>	<b>Additional Benefits</b>	<b>Enclosures</b>
<b>0%</b>	<ul style="list-style-type: none"> <li>• Service Disabled Veterans Insurance</li> <li>• Veterans Health Administration (VHA): No charge for medical treatment to a rated service connected disability</li> </ul>	VA Form 4107
<b>10%-20%</b>	<ul style="list-style-type: none"> <li>• Service Disabled Veterans Insurance</li> <li>• Veterans Health Administration (VHA): No charge for medical treatment to a rated service connected disability</li> <li>• Vocational Rehab: Financial assistance for Post Education</li> </ul>	<ul style="list-style-type: none"> <li>• VA Form 28-1900</li> <li>• VA Form 28-8890</li> <li>• VA Form 21-8764</li> <li>• VA Form 4107</li> </ul>
<b><u>30%-90%;</u> <u>No IU</u></b>	<ul style="list-style-type: none"> <li>• Service Disabled Veterans Insurance</li> <li>• Veterans Health Administration (VHA): No charge for medical treatment to a rated service connected disability</li> <li>• Vocational Rehab: Financial assistance for Post Education</li> <li>• Dependency Solicitation</li> </ul>	<ul style="list-style-type: none"> <li>• VA Form 28-1900</li> <li>• VA Form 28-8890</li> <li>• VA Form 21-8764</li> <li>• VA Form 21-686(c)</li> <li>• VA Form 4107</li> </ul>
<b><u>100% or IU;</u> <u>NOT P&amp;T</u></b>	<ul style="list-style-type: none"> <li>• Service Disabled Veterans Insurance</li> <li>• Veterans Health Administration (VHA): No charge for medical treatment to a rated service connected disability</li> <li>• Vocational Rehab: Financial assistance for Post Education</li> <li>• Dependency Solicitation</li> <li>• Department of Education Disability Discharge Loan Program</li> </ul>	<ul style="list-style-type: none"> <li>• VA Form 28-1900</li> <li>• VA Form 28-8890</li> <li>• VA Form 21-8764</li> <li>• VA Form 21-686(c)</li> <li>• VA Form 4107</li> </ul>

<p><b><u>100% P&amp;T or IU P&amp;T</u></b></p>	<ul style="list-style-type: none"> <li>• Service Disabled Veterans Insurance</li> <li>• Veterans Health Administration (VHA): No charge for medical treatment to a rated service connected disability</li> <li>• Vocational Rehab: Financial assistance for Post Education</li> <li>• Dependency Solicitation</li> <li>• Department of Education Disability Discharge Loan Program</li> <li>• Commissary</li> <li>• Insurance Waiver</li> <li>• Champ VA</li> <li>• DEA</li> </ul>	<ul style="list-style-type: none"> <li>• VA Form 21-8764</li> <li>• VA Form 21-8760</li> <li>• VA Form 28-1900</li> <li>• VA Form 28-8890</li> <li>• VA Form 21-686(c)</li> <li>• VA Form 22-5490</li> <li>• VA Pamphlet 22-73-3</li> <li>• VA Form 4107</li> </ul>
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## **JOB AID 2: POST-D CHECK LIST**

- Confirm and Verify correct Veteran and C-file/E-Folder
- Confirm and Verify correct Date of Claim established
- Check SHARE (Corporate record, if no Master record or processing initial award)
  - Name and Address
  - POA
  - VID screen (Service Information)
  - Svc is verified either VADS/Verified Note: If service is not verified the VSR must verify service via Participant Profile to process award.
- Check Military Payment Information
  - Severance
  - Separation
  - Retired Pay
- Review Rating Decision for correct C-file and Signature (electronic)
- Confirm and Verify claim type and all issues have been addressed and properly developed
- Confirm and Verify all conditions on rating decision
- Input Award via VBMS-A/VETSNET C&P Awards
- Notify claimant via ADL or PCGL Letter
  - Date of Claim correct
  - Rates, Dates and Reasons
  - Is there any withholdings
  - Additional dependency benefits
  - All claimed disability information: condition, rating % and effective date
  - If multiple conditions don't add up = combined para
  - Additional development (if applicable)
  - Additional Benefits included (if applicable)
  - Notice of appeal rights
  - Required Attachments and Forms included



# ATTACHMENT: SAMPLE RATING DECISION

## DEPARTMENT OF VETERANS AFFAIRS Regional Office

**Joe Q. Veteran**

**VA File Number  
C/CSS #**

Should match with  
the C-file Name  
and number

**Represented by:  
AMERICAN LEGION**

Verify 21-22 in  
VBMS documents

**Rating Decision  
August 4, 2014**

### INTRODUCTION

The records reflect that you are a veteran of the Vietnam Era. You served in the Navy from May 12, 1965 to April 4, 1967. You filed an original disability claim that was received on May 27, 2014. Based on a review of the evidence listed below, we have made the following decision(s) on your claim.

All claimed disabilities should be  
addressed in rating decision

### DECISION

1. Service connected for tinnitus is granted with an evaluation of 10 percent effective May 27, 2014.
2. Service connection for bilateral hearing loss is granted with an evaluation of 10 percent effective May 27, 2014.

Include evidence considered at  
arriving at this decision

### EVIDENCE

- VA Form 21-526EZ, Veteran's Fully Developed Claim, received May 27, 2014
- DD Form 214, Certificate of Release or Discharge from Active Duty for service from May 12, 1965 to April 4, 1967, received May 30, 2014
- Service Treatment Records for service from May 12, 1965 to April 4, 1967, received May 30, 2014
- VA Examination, Charm City VAMC, received June 20, 2014

- VAMC (Veterans Affairs Medical Center) treatment records, Charm City VAMC, from February 24, 2011 through June 16, 2012, received June 20, 2014

## **REASONS FOR DECISION**

### **1. Service connection for tinnitus.**

Service connection for tinnitus has been established as directly related to military service.

Service connection is warranted because your military occupational specialty (MOS) of machinists mate is consistent with acoustic trauma and your tinnitus has been linked to that acoustic trauma.

Your VA examiner opined that it is at least as likely as not that your tinnitus is due to military noise exposure.

An evaluation of 10 percent is assigned from May 24, 2014.

The effective date of this grant is May 27, 2014. Service connection has been established from the day VA received your claim. When a claim of service connection is received more than one year after discharge from active duty, the effective date is the date VA received the claim.

We have assigned a 10 percent evaluation for your tinnitus based on:

- Recurrent tinnitus

A single evaluation for recurrent tinnitus is assigned whether the sound is perceived in one ear, both ears, or in the head.

This is the highest schedular evaluation allowed under the law for tinnitus.

### **2. Service connection for bilateral hearing loss.**

We have granted your claim for bilateral hearing loss.

Service connection is warranted because your military occupational specialty (MOS) of machinists mate is consistent with acoustic trauma and your hearing loss has been linked to that acoustic trauma.

Your VA examiner opined that it is at least as likely as not that your hearing loss is due to military noise exposure.

VA examination findings show the left ear with 40 percent discrimination. Decibel (dB) loss at the puretone threshold of 500 Hertz (Hz) is 80, at 1000 Hz is 85, at 2000 Hz is 85, at 3000 Hz is 85, and at 4000 Hz is 90. The average decibel loss is 86 in the left ear.

The right ear shows a speech discrimination of 94 percent. Your right ear Decibel (dB) loss at the puretone threshold of 500 Hertz (Hz) is 10, at 1000 Hz is 40, at 2000 Hz is 30, at 3000 Hz is 20, and at 4000 Hz is 20. The average decibel loss is 28 in the right ear.

An evaluation of 10 percent is assigned from May 27, 2014.

The effective date of this grant is May 27, 2014. Service connection has been established from the day VA received your claim. When a claim of service connection is received more than one year after discharge from active duty, the effective date is the date VA received the claim.

**REFERENCES:**

Title 38 of the Code of Federal Regulations, Pensions, Bonuses and Veterans' Relief contains the regulations of the Department of Veterans Affairs that govern entitlement to all Veteran benefits. For additional information regarding applicable laws and regulations, please consult your local library, or visit us at our web site, [www.va.gov](http://www.va.gov).

<b>Rating Decision</b>	<i>Department of Veterans Affairs Veterans Benefits Administration</i>		Page 1 of 1 08/04/2014	
NAME OF VETERAN VETERAN SAMPLE NAME	VA FILE NUMBER XX XXX XXX	SOCIAL SECURITY NR XXX-XX-XXXX	POA ALG	COPY TO

Military data should match introduction and VID data

ACTIVE DUTY			
EOD	RAD	BRANCH	CHARACTER OF DISCHARGE
05/12/1965	04/04/1967	Navy	Honorable

  

LEGACY CODES			
ADD'L SVC CODE	COMBAT CODE	SPECIAL PROV CDE	FUTURE EXAM DATE
			None

**JURISDICTION:** Original Disability Claim Received 05/27/2014

Same as Date of Claim (DOC)

**ASSOCIATED CLAIM(s):** 110; Initial Live Comp <8 issues: 05/27/2014

**SUBJECT TO COMPENSATION (I.S.C)**

6260                    TINNITUS  
Service Connected, Vietnam,  
Incurred Static Disability  
10% from 05/27/2014

6100                    BILATERAL HEARING LOSS  
Service Connected, Vietnam,  
Incurred Static Disability  
10% from 05/27/2014

All conditions should match with disabilities in Decision with Original Claim

**COMBINED EVALUATION FOR COMPENSATION :**

20% from 05/27/2014

Effective Date

I certify that I have reviewed and electronically signed this decision,  
VBADENJOHNSD

## PROCESSING RATING DECISION EXAMPLE

The first step in promulgating a rating decision is to generate an award. The steps below describe how to generate an award in VBMS A. (Vetsnet can be used as well to generate an award.)

### LOG INTO VBMS-A

#### STEP #1

#### ENTER THE CLAIM NUMBER

Welcome to the Veterans Benefits Management System for Awards (VBMS-A)!  
This is your personal home screen where you can search for file numbers or view your user or broadcast alerts.

Search Alerts

Enter File Number or SSN:  Search Clear All

#### Step #2

#### Highlight the claim you intend to process

Records Found

All Participants

Name	Relationship	File Number	POB	SSN	TIN
[REDACTED]	Veteran	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Spouse	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
DISABLED AMERICAN VETERANS	Power of Attorney	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

All Awards

Award Type	Name	State	File Number	SSN	TIN
Compensation/Personal Use	[REDACTED]	Veteran	[REDACTED]	[REDACTED]	[REDACTED]
Compensation/Personal Use	[REDACTED]	Primary	[REDACTED]	[REDACTED]	[REDACTED]

All Claims

Claim Type	Claim Status	Date of Claim	Name	Role	File Number	SSN	TIN	Jurisdiction
New/Response/Increase	Entered In	12/16/2013	[REDACTED]	Veteran	[REDACTED]	[REDACTED]	[REDACTED]	St. Petersburg (317)
New/Response/Increase	Entered In	12/16/2013	[REDACTED]	Claimant	[REDACTED]	[REDACTED]	[REDACTED]	St. Petersburg (317)

#### Step #3

# Select Record Decisions

Compensation/Pension Live [REDACTED]

Select	Effective	Svc Pld	Benefit	Award Gross	Added to Gross	Total With	CRDP Amt	CRSC Amt	Award Net	Dis Level
<input type="checkbox"/>	06/01/2007	Vietnam Era	Compensation	\$2,610.00					\$2,610.00	375-RU
<input type="checkbox"/>	12/01/2007	Vietnam Era	Compensation	\$2,669.00		\$6.00			\$2,669.00	375-RU

Display from Earliest Changed Line on this Award    
  Display All Award Lines

**Selected Award Line Details**

Spl Monthly Ent	Spouse	# Minor/Help	# School	# Parents	INAP	MAPR	Inst Adj	Ret Pay Adj	Drill Pay Adj	Sep Pay Adj
	Spouse									

Sep Pay Bal	Dis Sev Pay Adj	Dis Sev Pay Bal	Tort Adj	Tort Bal	RECA Adj	RECA Bal	WVA Crsp Adj	Other Adj

**Award Reasons**

Change in Spouse Status	Beneficiary	Beneficiary Type	Amount
	[REDACTED]	Primary Beneficiary	\$2,610.00

**Beneficiary**

Beneficiary	Fiduciary	Pay Status	Last Paid On	Paid Through	Pending Suspend/Resume Action	Net Effect	Retro Pay Date
[REDACTED]		Active	06/01/2014	07/31/2014		\$0.00	

[Record Decisions](#)  
 [Add New Award](#)  
 [Decision History](#)  
 [Award History](#)  
 [Return to Awards Search](#)

**Note: If this is an original claim (110/010) you may be required to add an award record**

## Step #4

**Generate Award (Note: You need to make sure that there is a claim in the box below)**

**Record Decisions**

Show Only Decisions Pertinent to This Benefit:  
 Compensation

Select Claims to Associate with the Award Action:

Available Claims:			Selected Claims:		
Claim Types	Name	Claim Date	Claim Types	Name	Claim Date
			Reincrease	[REDACTED]	11/02/2014

   

Only Generate New Award Lines From: 12/01/2007

[Generate Award](#)  
 [Review Current/Proposed](#)  
 [Award History](#)  
 [Decision History](#)  
 [Claims](#)  
 [Revert to Last Auth Award](#)

## Step #5

This screen is to verify the payment address, via direct deposit or mailing address for a paper check. Click continue generation.

CP Payment Address

Routing # [REDACTED]  
Name: [REDACTED]  
Account Type: Checking  
Account #: [REDACTED]

Previous Beneficiary 1 of 1 Next Beneficiary

Payment Will Be Sent to the CP Payment Address.  
Selecting Continue Generation Will Generate the Award.

Selecting Enter EFT Address Will Allow you To Change the Address Using an EFT Format.

If the Address Change Requires a Postal Format, Please Change the Address Using the Change of Address Process in Share.

Selecting Cancel Generation will return you to Record Decisions.



## Step #6

On this screen, preview the letter to make sure it is complete. Then, generate eDoc.

Current and Proposed Award/Authorization

Current Award   Proposed Award - Net Effect \$10,654.00

Select	Effective	Div Fil	Benefit	Award Gross	Added to Gross	Total WTH	CRDP Amt	CRSC Amt	Award Net	Dis Level
<input checked="" type="checkbox"/>	12/912907	World War II	Compensation	\$395.00					\$395.00	830
<input type="checkbox"/>	12/912908	World War II	Compensation	\$421.00					\$421.00	830

Selected Award Line Details

Spouse   # Minor Help   # School   # Parents   IAWP   BAPR   Inst Adj   Ret Pay Adj   Dis Pay Adj   Sep Pay Adj

Sp Pay Bal   Dis Sep Pay Adj   Dis Sep Pay Bal   Tort Adj   Tort Bal   RECA Adj   RECA Bal   Wk Crp Adj   Other Adj

Award Reasons: Change in Spouse Status   Beneficiary   Beneficiary Type   Amount  
COP of Living Adjustment   [REDACTED]   Primary Beneficiary   \$395.00

Beneficiary   Fiduciary   Pay Status   Last Paid On   Paid Through   Pending Suspend/Resume Action   Net Effect   Retro Pay Date  
[REDACTED]   Active   05/01/2014   07/31/2014   Pending Suspend/Resume Action   \$10,654.00   04/01/2014

Return   Authorize   Cancel   Gen eDoc   Decs Hist   Award Hist   GAO   Gen Letter   Return to Search   Close

## Step #7

This is the remarks screen. By clicking “Submit”, the eDoc will appear in a separate window.

Print Remarks Screen

GAO Print Remarks

Other Print Remarks

Rating Decision Dated Month Day Year|

Submit Cancel

**Important: Input a brief remark to indicate the purpose of this award generation.**



# AWARD PRINT SAMPLE

**\*DRAFT\***

STATION OF JURISDICTION: MUSKOGEE (351)

FILE NUMBER [REDACTED]

## Claim Information

Date of Claim	Type of Claim	End Product	POA	Claimant	Claim Jurisdiction
03/10/2014	New/Increase	020	VETERANS OF FOREIGN WARS OF THE US	[REDACTED]	Washington (372)

## Miscellaneous Data

Net Effect of Award as of Generation	Cross Reference	Employable	Competent Status	Fiduciary Status	PGF Loc
			Competent	Pay Direct	

0.00 (If a rating decision renders a Denial or Confirmed and Continued decision, the net effect will always be zero.)

## Verified Service

Name	Branch	Duty	EOD	RAD	Char Disch
[REDACTED]	Army	Active Duty	[REDACTED]	10/11/1945	Honorable

## Primary Beneficiary Information

Mailing Address	Payment Address	Date of Birth:
[REDACTED]	[REDACTED]	[REDACTED]
		Gender: Male
		SSN: [REDACTED]

## PRACTICAL EXERCISE

1. Which two programs can be used to generate an award letter to the Veteran?

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2. Where can you find the combined evaluation for a Veteran on a Rating Decision?

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3. What is the main difference between a rating decision of 20% or less and 30% or higher

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4. A VSR should do all of the following except

- a. Become familiar with the current Rating Decision
- b. Check accuracy of Name, Address, POA etc.
- c. Question the evaluation of the Rating Decision
- d. Generate the notification letter using ADL or PCGL

5. If the Veteran submits all relevant dependency information on a VA Form 21-686c along with his original claim, but is only granted 10% service connection, dependency should be addressed in the notification letter? (True/False) \_\_\_\_\_

6. What are the two (2) systems used to generate Compensation awards?

\_\_\_\_\_ and \_\_\_\_\_

7. When generating a PCGL notification letter, what is the minimum combined disability evaluation percentage required before the Veteran receives information about Vocational Rehabilitation? \_\_\_\_\_