Processing Advisory (2-16): Using SHARE to Prevent Duplication of Benefits under CH31 and GI Bill Benefit Programs

December 18, 2015

References:

- Title 38 U.S. Code 3695
- System Advisory: View Ch31 Entitlement Information
- PA: 48th Month Rule and Chapter 31 Entitlement Usage (original claims)
- Chapter 31 Quick Reference Guide for Ch33 & NON 33 Processing

Background: VR&E Service is currently undergoing efforts to replace the Chapter 31 BDN system with CWINRS. As a result CH31 information may now be found in BDN or SHARE. To prevent duplicate payments made, both SHARE and BDN may need to be reviewed.

Although CH31 entitlement usage will not be accounted for when processing Original claims for GI Bill benefits; **VCE's must continue to review case status of CH31 records in SHARE/BDN to prevent duplication of benefits**. Guidance for supplemental claims and retroactive scenarios will be issued by Education Service in a later procedural advisory.

The Ch31 case status maybe found in SHARE on the M35 screen of **PreConvsn Master Rcd** Tab (if available) or SHARE VR&E Information Tab.

When is Development to the Chapter 31 POC Required?

See Chapter 31 Quick Reference Guide for Ch33 & NON 33 development guidance for Original and 1st awards, the CH31 Case Status will determine when development is required.

Examples of Chapter 31 Status Codes/ Case Status

(01) APPLICANT
(02) EVAL/PLAN
(03) EXTEN EXAL
(04) INDEND LIVE
(05)REHAB TO EMP
(06)REHABILITATED
(07)EMP SERVICES
(08)INTERRUPTED
(09)DISCONTINUED

Instructions

Please follow the instructions below to determine the Case Status of CH31.

1) "MINQ" to check for a Chapter 31 master record on the claim. If a Chapter 31 master record exists in BDN, the M32 screen will be displayed in BDN.

   CAUTION: If there is no CH31 master record in BDN **or** you see the following message; **SHARE must be reviewed**

   ```
   ACTION PROHIBITED - RECORD ALREADY EXISTS IN CWINRS
   START NEW COMMAND WITH READY SCREEN
   ```

2) Open SHARE and click on Corporate Inquiry and enter file number or SSN
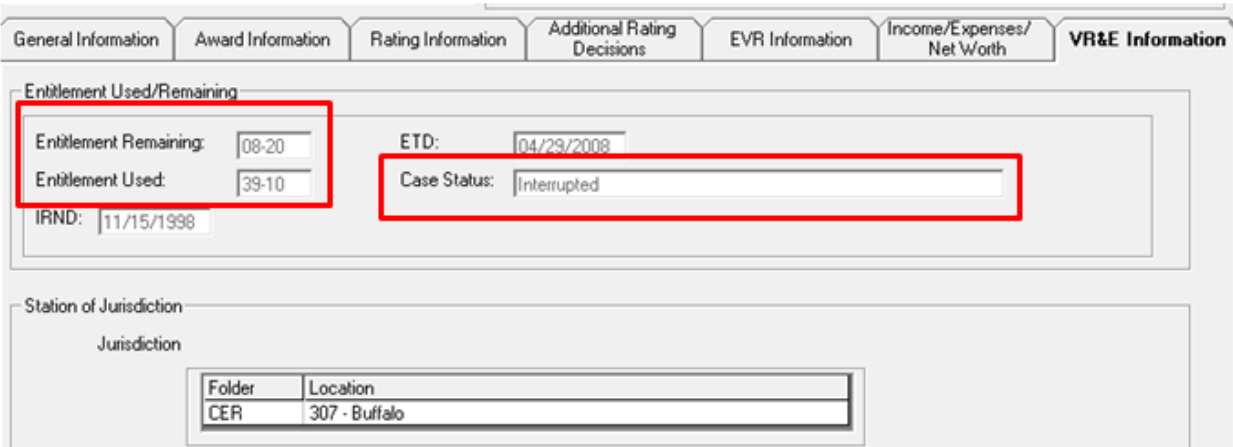

3) Click on Award/ Rating Tab

4) Select the most recent ch31 award, in this example it would be ASA02, do not use the CPL line.

| Vet ID	Name	Beneficiary ID	Name	Recipient ID	Name	Award Type	Payee	Awd Bene Type
						CPL	00	Primary
						ASA01	00	Primary
						ASA02	00	Primary

5) Select VR&E Information Tab

6) Review the Case Status, on VR&E tab in SHARE; Capture into TIMS.

In the example above, the Ch31 case status is interrupted we must develop to the Ch31 POC to prevent duplication of benefits if we are processing a 1st award.

7) You can also review the CH31 case status using the **PreConvsn Master Rcd** Tab if it is available
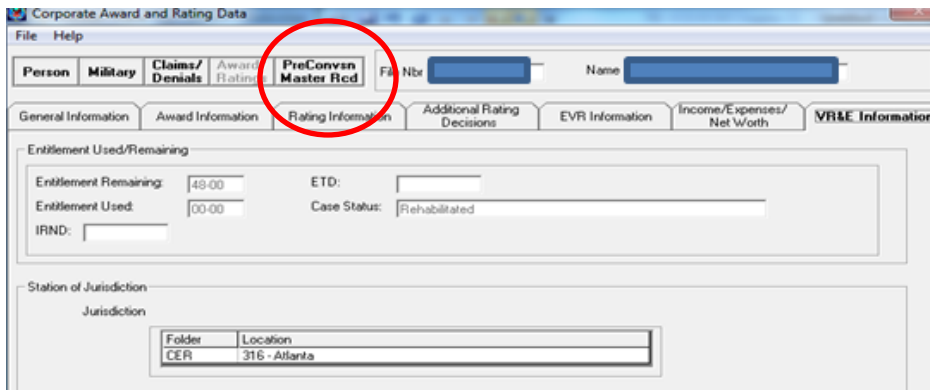
8) Click on the Ch31 converted record

File Number	Stub Name	Payee	Benefit Type	Claim Type	RO	Record Type	Conversion Date			
		00	CH31		316 Atlanta	E-CH31 Terminated	07/26/2015			
		00	C&P		316 Atlanta	A-C&P Active	06/22/2008			

9) The M35 screen will provide the case status

In the example above the individuals case status is (07) Rehabilitated, if we were processing a 1st award development to the CH31 POC would not be necessary.

TIMS Capture Requirements Original and 1st Award Processing Ch33 & Non 33

- M35 (showing case status) **or** SHARE VR&E Information Tab (entitlement usage & case status)

Note: If there is no SHARE record a NOTE in TIMS stating NO SHARE is sufficient documentation

How To Capture From SHARE

Depending on your computer setting one of these options may work better than others. You must start the Print Key 2000 program every day.

Option 1: Snipping Tool

- Open SHARE navigate to screen you want to capture
- Open Snipping Tool
- Drag curser around area you want to capture
- Copy image to word document
- Print to TIMS

* In some claims SHARE may be grayed out; try refreshing the record and use the snipping tool again

Option 2: Default Printer

- Start Printkey2000 program
- Go to Start -> Devices and Printers
- Right click TIMS, choose Set as default printer
- Click to the SHARE record to capture, hit PrintScreen key
- Choose Rectangle, and select the area you need captured.
- Click the Print button, then type c:\x\x to send it to TIMS
- Go back to Devices and Printers, right click your normal printer, and set that as default.

Option 3: Alt Print

- Start Printkey2000 program
- Open SHARE navigate to screen you want to capture
- Using hold down "alt" and "Print screen" on your keyboard
- Choose Object click on the blue SHARE Toolbar
- In Print Key 2000 choose Printer option select TIMS
- Click the Print button, then type c:\x\x to send it to TIMS