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A. Topic: Understanding Chapter 31 processing

Background: For many years, Chapter 31 awards were processed in the Benefits Delivery Network (BDN) and paid in SHARE.

Beginning in 2014, Chapter 31 awards began to be processed in Corporate WINRS (CWINRS) and paid in SHARE.

Old award lines from BDN were converted to SHARE (moved to the "PreConvsn Master Rcd" tab) for storage (if there were any BDN dropped prior lines, the total amount of entitlement used was input, but award lines were not brought over). Newer award lines would be in SHARE (under "Award/Ratings" tab).

CWINRS (via Start – search "Corporate WINRS" – log in)

• Enrollments and Changes in Enrollment are received via VA-ONCE and can be viewed by choosing **Folders** then **VA-ONCE (by case)**

🛒 Coi	Corporate WINRS									
<u>F</u> ile	<u>E</u> dit	View	<u>G</u> ED	Fol <u>d</u> ers	Payments	<u>A</u> wards	Admi <u>n</u>	<u>W</u> indow		
				Sel	ect <u>F</u> olders			- I		
				Filters						
				View Folders						
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				<u>S</u> ch	edule Appoin	tment for (Current Fol	lder		
				Sch	e <u>d</u> ule Appoin	tment for N	New Folde	er 👘		
				Transfer to Site/Station						
				Select VA- <u>O</u> NCE Cases						
				<u>V</u> A-	ONCE (by cas	e)				

• Input SSN

Select Folder by SSN						
<u>0</u> K	Cance					
	<u>о</u> к					

• You may view each enrollment by clicking on the enrollment and then choose View

	6 00			
Facility	Facility Name	Program	Date Si	Proc. Status
14938440	AIKEN TECHNICAL COLLEGE	WELDING	01/26/20	Completed
21904611	STRAYER UNIVERSITY (AU	BS INFORMATION	10/12/20	Completed
21904611	STRAYER UNIVERSITY (AU	BS INFORMATION	06/22/20	Completed
21904611	STRAYER UNIVERSITY (AU	BS INFORMATION	03/27/20	Completed
21904611	STRAYER UNIVERSITY (AU	BSIT	02/02/20	Reviewed
	·			
1	Facility 4938440 21904611 21904611 21904611	Facility Facility Name 14938440 AIKEN TECHNICAL COLLEGE 1904611 STRAYER UNIVERSITY (AU 1904611 STRAYER UNIVERSITY (AU 1904611 STRAYER UNIVERSITY (AU	Facility Facility Name Program 14938440 AIKEN TECHNICAL COLLEGE WELDING 21904611 STRAYER UNIVERSITY (AU BS INFORMATION 21904611 STRAYER UNIVERSITY (AU BS INFORMATION 21904611 STRAYER UNIVERSITY (AU BS INFORMATION	Facility Facility Name Program Date Si 14938440 AIKEN TECHNICAL COLLEGE WELDING 01/26/20 21904611 STRAYER UNIVERSITY (AU BS INFORMATION 10/12/20 21904611 STRAYER UNIVERSITY (AU BS INFORMATION 06/22/20 21904611 STRAYER UNIVERSITY (AU BS INFORMATION 06/22/20 21904611 STRAYER UNIVERSITY (AU BS INFORMATION 03/27/20

• Review enrollment dates and processing status

💐 View Enrollr	nent Certifica	tions		
Beneficiary In Name: File #/Payee: SSN:		00		<u>C</u> lose <u>D</u> etails
Program: Facility Code:	Strayer Univ BS INFORM 21904611	ersity (Augusta) ATION TECHNOI Date Signed: d Necessarv Awa	03/27/201	
Proc Ty 03/28/ Orig	rpe Cer inal 3191	rt # New Cer 15062	Begin 04/04/2	Credit 9

• If you want to see a list of awards and the date they were authorized, click on **Awards Processing**

🚝 Corporate	WINRS Navigator		×
Processin g	GED Processing	Setup and Admin.	Setup and Regional Office Settings
Managem ent	Case Select Folders	A Processin g	Awards View Awards
Valuer Processin g	Voucher Contract Payments		
Help	Release Notes	Corporate WINRS	Exit Corporate

• Input SSN

Select Folder By File Number or SSN
File Number or SSI

• Then hover over the enrollment to get the award # assigned to it. Every enrollment worked has an award # assigned. In the case below, the award for 4/4/16 to 6/20/16 is assigned #**ASA01**

ame:	Entitlement Re	emaini 20.44 F	TD: 12/29/2	202	Ch33 Cl
ND: 12/29/201	Entitlement Us Ch33 Entitlement R	ed: 08-00 C	Case Status: Interruit	oted	C <u>o</u> mpa A <u>l</u> e
wards Depende	ents Award Histo	ory Action Hist	ory Payment In	fo Accts Rec	eivable
t A Facility	Begin End D	ate Training T	Status	W Ac 🔶	Suspen
0 <mark>AS</mark> 21904	04/04/2 06/20/2	2 M Extende	Authorized		
0 AS 21904	07/05/2 09/19/2	2 B Undergr	Authorized		Aut <u>h</u> ori
0 AS 21904	10/03/2 12/18/2	B Underar	Authorized		
Export Print	Add	A <u>m</u> en	<u>V</u> iew <u>G</u> enera	t	
* Requires Amendr	nent				
ward Lines for se	lected Award				
Begin Re	End D Re H	. Туре	Rate of P D	Monthly O	View
04/04/2 00 0	6/20/2 61 9	Q Quarter H	3 3/4 Time 16	\$956.25	TICTV

 Now click on Action History to see all the awards and when they were authorized (similar to Work Products in LTS). I can see that my ASA01 award was authorized (second signature) on 4-25-16 (I hovered my mouse over the date to see the full mm/dd/yy).

wards	h33 _{Yes} C Dependen	Entitlement Remainii 39-14 Entitlement Used: 08-00 33 Entitlement Remain 32-26 ts Award History Action) Case 9 3 Ch33 [12/29/202 Status: Interrupted Delimiting Date: 12/29/202 Payment Info Accts Re	Ch33 Compa	
FAS Aw	rd Actions	Action	Date	User	RO	
ASA03	0	Authorized - One Signature	10/12/	Residence in the second se	316	
ASA03	0	Last Generated Award	10/12/		316	
ASA03	0	Added Award	10/12/	Contraction of the second s	316	
	0	Authorized - One Signature	07/12/	D. In syman	316	
ASA02	0					
	0	Last Generated Award	07/12/	in the second	316	
ASA02	-	Last Generated Award Added Award	07/12/ 07/12/		316 316	_
ASA02 ASA02	0		07/12/	Patient Destination		Ξ
ASA02 ASA02 ASA01	0	Added Award	07/12/	Contractions Contr	316	=
ASA02 ASA02 ASA02 ASA01 ASA01 ASA01	0 0 0 0	Added Award Authorized - Second Of Two	07/12/ 04/25/		316 316	Ш

• SHARE (via Start – search "SHARE" – input File Number, click Search All in List then Submit then Corporate)

le Help Required Field				
Required Multiple Option Field Enter One Or More Of The Field	s) (Not Construction of the second se	BA READY SCRE	4	
About Share	Print Screen	Submit	3 Clear	Egit

• When **PreConvsn Master Rcd** is in bold (not grayed out), this means there were old BDN enrollments (at time of conversion to CWINRS). You want to start there to get the history of Chapter 31. Click on **PreConvsn Master Rcd**

Person Inforr File Help	mation - Muskoge	e				
Person Mili	tary Claims/ A Denials P	ward/ PreConvsn tatings Master Rcd	File Nbr	Name	DE RECEUCI K	
	Person		Non - C&P Addresses	l l	All Relations	ships
File Name Birth Date		SSN JUTTA	SSN Verification PID Sex	1 - Verified by SSA]
Death Date	[Cause of Death	E-Mail Address			E-Mail History
	ases rst Name	Middle Name	Last Name	Suffix	Effective Date	
	Flash Message Active Chapte Document(s) e G-WOT Active VBMS	r 31 Case exist in VBMS		Phone Numbers - Type Nur Daytime (Nighttime (mber ages 4 coort	
19/04/2017	3:12 PM Prod	uction Print S	creen C&P Award-VETSNE	Т	<u>B</u> eac	ly E <u>x</u> it

• **M35-DRP** (means screens M35 through DRP) note: the "M" represents screens that were originally in BDN)

3. Chapter 31 Information M01-M34 File Help Person Military Claims/ Award Denials Rating	Preconvsn	lumber act of the set age Pre Converted Ch	Payee 00 Name apter 31 Master Record	
Deduction/Receivable/Balance Data (N	/01) Status (M32) Entitle	ement/Diag (M33) Ent	itlement History (M34) M35- DR	P
Prior VA Training KMonths And Days> CH30 CH32 CH35 Other 01-00 Total 01-00	Creditable CH31 Ent Temporary Ent Ent Exten Mo Ent Used Thru DLP Ent Used Thru EOT Ent Rmng As of DLP Ent Rmng As of EOT Ent Dropped Priors CH31 Ent Used Pre Target	47-00 03-27 03-27 43-03 25-28 00-00	Original Claim Date Init Rating Notice	11-29-26 1 Y 12-01-14 11-28-14 17-05
Current Conditions 7530 6847 8100 Additional Conditions Military Ret Pay	SC Diagnostics	YES	Current Comb Degree App SC Combined Deg Memorandum Rating	Current Percent 060 050 050 100 ree 100
9/05/2017 9:28 AM		Print	Selection Ready	E _Z it

• **M36 tab**: will show you old BDN award lines. These will reflect vertically (scroll to the left/right). In the example below, veteran was paid for periods starting October 15, 2011, to December 17, 2011; January 9, 2012, to March 3, 2012; March 12, 2012, to May 5, 2012; and May 14, 2012, to July 7, 2012

		onvsn ar Red	file Number	Pre Converted	Payer d Chapter 31	e 00 Na Master Reco	ame hann rd		
ase Status (M35) Award (M36)	Dependency	/ (M37) Tra	nsactions/Pa	yment (M38)	Dropped F	riors (DRP)	M01-M34		
Date Last Paid 12-14-13		Facilit	У 1-1-8500	-10			Ent Code	08	
EFFECTIVE DATE	05-14-12	03-12-12	01-11-12	01-09-12	12-15-11	12-01-11	11-14-11	10-15-11	
EFFECTIVE RSN	60						29		
NO PAY DATE	07-07-12				12-17-11		20	20	
NO PAY RSN	61				61				
SPEC CODE	PR	PR	PR	PR	PR	PR	PR	PR	
MONTHLY BATE	\$1,542.00	\$1,542.00	\$1,542.00	\$1,542.00	\$1,542.00	\$1,542.00	\$1,542.00	\$1,542.00	
DEPEND TOT/THS	11/11						12/12		
HOURS TYPE/NO	S/09	S/10	S/10	S/10	S/13	S/14	S/17	S/14	
TRAINING TYPE	В	В	В	В	В	В	В	В	
TRAINING TIME	4	4	4	4	4	4	4	4	
WITHHOLD TYPE									
WITHHOLD AMT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
JRNYMN MONTHLY WAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TRAINEE MONTHLY WAG	E \$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
FACILITY	1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500-10	
•									

Ch31 Issues Last Update 09-19-17

Then I scroll over to the left to get the rest of the periods: August 20, 2012, to October 13, 2012; October 15, 2012, to December 15, 2012; January 7, 2013, to March 2, 2013; March 11, 2013, to May 4, 2013; May 13, 2013, to July 6, 2013; August 19, 2013, to October 12, 2013; and October 14, 2013, to December 14, 2013

Chapte <u>File H</u> elp		formati	on M35-DRP									
Person	1		laims/ Awa Denials Rati		Convsn ter Rcd	File Number	Pre Converte	Paye	1	ame Line		
Case S	Case Status (M35) Award (M36) Dependency (M37) Transactions/Payment (M38) Dropped Priors (DRP) M01-M34											
	Date Last Paid 12-14-13 Facility 1-1-8500-10 Ent Code 08											
	EFFE	CTIVE D	ATE	*10-14-13	10-01-	13 08-19-13	05-13-13	03-11-13	01-07-13	10-15-12	08-20-12	05-14
	EFFE	CTIVE R	SN	6	0	60 60	60	60	60	60	60	
	NO P/	AY DATE		12-14-1	3 10-12-	<mark>13</mark> 10-01-13	07-06-13	05-04-13	03-02-13	12-15-12	10-13-12	07-07
	NO P/	AY RSN		6	1	61 61	61	61	61	61	61	
	SPEC	CODE		PR	PR	PR	PR	PR	PR	PR	PR	PR
	MONT	THLY RA	TE	\$1,246.50	\$1,246.50	\$1,246.50	\$1,662.00	\$1,662.00	\$1,662.00	\$1,542.00	\$1,542.00	\$1,542.00
	DEPE	ND TOT	/THS	11/1	1 11/	11 11/11	11/11	11/11	11/11	11/11	11/11	11
	HOUF	S TYPE	/NO	S/06	S/06	S/06	S/06	S/06	S/06	S/06	S/06	S/09
	TRAIN	JING TYP	PE	в	в	в	В	в	в	в	В	В
	TRAIN	NING TIM	1E		3	3 3	4	4	4	4	4	
	WITH	HOLD T	YPE									
	WITH	HOLD AN	мт	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	JRNY	MN MON	ITHLY WAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	TRAIN	JEE MON	VTHLY WAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	FACIL	ITY		1-1-8500-1	0 1-1-8500-	10 1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500-10	1-1-8500
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09/04/201	7	3:27 PM					Pri	nt S	election	<u>R</u> eady	Exi	t
037047201	·	J.27 FI¥										

• **Dropped Priors (DRP) tab**: will show you "dropped prior" entitlement used, but no award lines (if needed, email Vocational Rehabilitation and Education (VR&E) to look in paper folder for these old enrollment dates that are **PRE-10-15-11**)

Help		~			e Number				0 Ne			
rson Militar	Claims/	Award/	PreConvs		1		Pay			1		
	Denials	Ratings	Master Ro	Me	ssage Pr	e Converte	d Chapter 3	31 Maste	r Recor	d		
ase Status (M35) Award (M36)	Depend	dency (M37)	Transa	ctions/Paym	ent (M38)	Dropped	Priors	(DRP)	M01-M34		
Ent Dropped	22-10			Debited	Prior Ent	-			F	Restored Prior	Ent 00-00	
Effective Date	Rsn No Pay Da	ate Rsn S	pec Code	Rate	Dep To/Th	Type Tha	Trng Time	HrsTH	Hrs No	Withold Type	Withold Amt	•
				\$0.00	<u> </u>						\$0.00	
				\$0.00							\$0.00	
				\$0.00							\$0.00	
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Award/Ratings tab: will show all <u>newer</u> awards. ASA (SSA if they are not receiving the Ch33 Housing rate) awards represent enrollments paid (i.e. ASA01, ASA02, etc.). AEA awards represent a 2-month employment adjustment allowance (i.e. AEA01 and AEA02) someone receives at the end of VR&E (to supplemental their income while they look for a job). Click on VR&E awards (one at a time) to view awards

😻 Corpor	ate Award	and Rating Data						8
<u>File H</u> elp)							
Person	Military	Claims/ Award Denials Rating	/ PreConvsn s Master Rcd	File Nbr 20010 5200	•	Name march and the second and the		
Click On Av	vard Line To	view Details						
Vet ID		Name	Beneficiary ID	Name	Recipient ID	Name	Type Payee	vd Bene Type
	NOLUEN	NUAN THEN					AEA01 00 Prin	
0004477	TRACTER	, NHAN, THIER					CPL 0 Prin ASA01 00 Prin	
						VSC		VR&E
						I		
09/05/201	7 1:37	PM Produc	tion	Print			Ready	Exit

• After choosing **ASA01**, choose **Award Information**. This will show details of the award chosen (enrollment August 17, 2015, to December 15, 2015). Then choose **Return to Selection** to view the next award **AEA01**

•																
🧭 Corporate A	ward and R	ating Data														23
<u>F</u> ile <u>H</u> elp																
[[. Clair	ms/ Award	Dro C	onvsn 🛛 🗖												
Person Mili	itary Deni			er Rcd	le Nbr					Na	me Marine					
General Informa		rd Informatio		ng Information		Additi	onal F	Ratino			formation	Income/	Expen	ses/ Y	VR&E Inform	
	ation Awai	ra Informatio	Ratir	ng Information			cisio	ns .		EVRIN	formation	Ne	t Worth	<u> </u>	VR&E Inform	ation
Veteran					Ben	eficia	ary									
Benefit Type	01 - CH 31	Alternative Su	bsistence	Allowance	Ben	eficia	ary Ty	pe F	Primary B	Benefic	iary					
Pay Status	Terminate	d														
								Ast	erisk Ir	dicate	es Addition	al Informa	ation-0	Click On I	Row To Vie	w
Regstd Frequen	a.	Freque	ency Type	h de stals h s			eivab		Туре		Descriptio	n I	Discov	/ery Date	Bal Amt	4
r toqata r roquent	^{cy}	Tiequ	эпсу туре	Monthly		Be	alance	•								
Retroactive Date	08/17/2019	5 Last P	aid Date	01/01/201	6		luction	Г	Туре	1	Descript	ion	LDa	educt Amt	Bal Amt	- -
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						1	HCIS	CLE			1 .	1		CRDP	CRSC	Ne
	Reason(s) End of Term	Entitlement	AA/HB	Spouse		MC	HUS			tmnt	Inc	Tota \$	0.00	CRDP \$0.00		Ne
08/17/2015		Alternative										\$83		\$0.00		
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			I			-			1							•
						_										<u> </u>
09/05/2017	1:52 PM	Product	ion	Prin	it		C&P /	Award	I-VETSI	NET	Return <u>S</u> elec		E	Beady	E≚it	

 After choosing the next award AEA01 you will arrive at screen below. Choose Award Information to view the employment adjustment allowance (January 2017). Then choose Return to Selection to view the next award AEA02

🔯 Corporate Award and Rating	Data				8
<u>F</u> ile <u>H</u> elp					
	Award/ PreConvsn Ratings Master Rcd	File Nbr	Name i		
General Information Award Info	ormation Rating Inform	ation Additional Rating Decisions	EVR Information Inco	me/Expenses/ Net Worth	VR&E Information
Veteran Benefit Type 01 - CH 31 Altern	native Employment Allowand	Beneficiary Ne Beneficiary Type Print	nary Beneficiary		
Pay Status	anve Employment Allowant	te concionary type phi	nary benenciary		
Fay Status		Actor	isk Indicates Additional Info	rmation-Click On I	20w To View
Reqstd Frequency	Frequency Type One	Receivables			
Retroactive Date 01/09/2017	Last Paid Date 02/01	/2017 Deductions Balance	ype Description	Deduct Amt	Bal Amt
Audit Related A/R	IG Reference Num	Dalance			
		Proceeds	Type Descriptio	n	Bal Amt
Asterisk Indicates Additional F	Reasons-Click On Row ⁻	Balance To View.			
	ement AA/HB Spouse		Altmnt Inc I	Fotal CRDP	CRSC Ne
01/09/2017 Employment Alterr			\$1	1,163.00 \$0.00	\$0.00
09/05/2017 1:54 PM I	Production	Print C&P Award-\	ETSNET Return to Selection	<u>R</u> eady	E≚it

• After choosing the next award **AEA02** you will arrive at screen below. Choose **Award Information** to view the employment adjustment allowance (February 2017).

😻 Corporate Award and R	ating Data								- 23
<u>F</u> ile <u>H</u> elp									
Person Military Clair Deni		convsn er Rcd		Na	ame anne Anne	17 M N. 77 M			
General Information	rd Information Rat	ing Information	Additional Rati Decisions	ng EVR In	formation	come/Exp Net Wo	enses/ , orth	VR&E Inform	ation
Veteran Benefit Type 02 - CH 31 Pay Status	Alternative Employmen	NI-	neficiary ma neficiary Type	Primary Benefic	biary				
			A	terisk Indicate	es Additional In				.
Reqstd Frequency	Frequency Typ	e One Time	– Receivables Balance	Туре	Description	Disc	covery Date	Bal Amt	1
Retroactive Date 02/08/2017	Last Paid Date	03/01/2017	Deductions	Туре	Description		Deduct Amt	Bal Amt	1
Audit Related A/R	IG Reference N	um	_ Balance						
Asterisk Indicates Additio	onal Reasons-Click (On Row To View.	Proceeds Balance	Туре	Descript	ion		Bal Amt	-
Efctv Dt Reason(s)	Entitlement AA/HB	Spouse	MC HC SC	P Altmnt	Inc	Total	CRDP	CRSC	Ne
02/08/2017 Employment	Alternative					\$1,163.00	\$0.00	\$0.00	
									_
•									Þ
09/05/2017 1:57 PM	Production	<u>P</u> rint	C&P Awa	rd-VETSNET	Return to Selection		<u>R</u> eady	E≚it	

B. Topic: Understanding Chapter 31 Status

Option 1 (SHARE)

• Choose Award/Ratings then any VR&E award (current status appears on all awards, regardless of date of award)

rson	Military	Claims/ Awa Denials Ratin			•	Name		
On Aw	vard Line To	View Details						
'et ID		Name	Beneficiary ID	Name	Recipient ID	Name	Award Type Payee	Awd Ber Type
			2000006 Gg				AEA02 00	Primary
0200	COLUMP T		8		81.00200	(,	CPL 00	Primary
							AEA01 0	Primary
						· · · · · · · · · · · · · · · · · · ·	44	
						VSC	VR&E	
					_			

• Once award opens, choose VR&E Information tab. Case Status reflects current status

🧭 Corporate Av	ward and Ra	ting Data									83
<u>F</u> ile <u>H</u> elp											
Person Mili	tary Claim Denia		PreConvsn Master Rcd	File Nb	or Manage	Name		DEMNGELO	, GOENIE	I	
General Informat	tion Awar	d Information	Rating Informa	ation	Additional Rating Decisions	EVR Infor	mation ^{It}	ncome/Expe NetWor	nses/	VR&E Informa	tion
Entitlement Use	ed/Remaining										
Entitlement Ro Entitlement U:	_	19-4	ETD: Case Stati	_	29/2026 hab to Employment				-		
	8/2014	20-20		e des	nab to Employment						
Station of Jurise	diction										
Juris	diction										
	Fold CEF		n olumbia								
09/05/2017	9:11 AM	Production	1	<u>P</u> rint	C&P Award-VI	ETSNET	Return to Selection		<u>R</u> eady	Exit	

Option 2 (CWINRS)

Click on Awards Processing then input SSN

🗮 Corporate	WINRS Navigator		×
Processin	GED Processing	Setup and Admin.	Setup and Regional Office Settings
Managem ent	Case Select Folders	Processin g	Awards View Awards
Valeer Processin g	Contract Payments		
P Help	Release Notes	Corporate WINRS	Exit Corporate

• The Case Status reflects current status

me: Chief	Entitlement Rem Entitlement Used Ch33 Entitlement Rer	d: 08-00 Ca	D: 12/29/2 se Status: Interru 33 Delimiting Dat	oted	<u>C</u> h33 (Compa
wards Depende			y Payment In		ceivable
ŧ A Facility 0 AS 21904	Begin End Date		Status Authorized	W Ac. 4	
0 AS 21904 0 AS 21904	07/05/2 09/19/2 10/03/2 12/18/2	B Undergr A	Authorized Authorized		Aut <u>h</u> ori
Export Print * Requires Amendn Award Lines for sel	nent	<u>D</u> elete	<u>View</u> <u>G</u> enera		
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Status	Meaning
Applicant	Veteran has applied for Ch31 and an appointment will be scheduled
••	Ch31 eligibility has not yet been determined
	Process Education – no duplication will occur – VR&E will review
	BDN/LTS before they start Ch31
Evaluation/Planning	Ch31 eligibility has not yet been determined
5	Process Education – no duplication will occur – VR&E will review
	BDN/LTS before they start Ch31
Independent Living	Ch31 eligible – assistance mainly for living
	Ch31 payments for enrollments may have begun
	Review duplication of enrollments before processing Education
Job Ready Services	Ch31 eligible
2	Ch31 payments for enrollments may have begun
	Do not process Education enrollments – duplication will probably
	occur, so deny supplemental enrollment CODIS1, explaining
	their record shows they are eligible for Vocational Rehabilitation
	and Employment (VR&E) benefits and if they no longer wish to
	receive VR&E benefits, they should contact their VR&E counselor,
	who will contact Education with a VR&E termination date. Check
	"stop automation" box (Ch33) and "stop" message BDN (non-33).
Extend Eval	Ch31 eligible – feasibility is being reviewed
	Ch31 payments for enrollments may have begun
	Do not process Education enrollments – duplication will probably
	occur, so deny supplemental enrollment CODIS1, explaining
	their record shows they are eligible for Vocational Rehabilitation
	and Employment (VR&E) benefits and if they no longer wish to
	receive VR&E benefits, they should contact their VR&E counselor,
	who will contact Education with a VR&E termination date. Check
Debeb to Employment	"stop automation" box (Ch33) and "stop" message BDN (non-33).
Rehab to Employment	Ch31 eligible
	Ch31 payments for enrollments may have begun
	Do not process Education enrollments – duplication will probably
	occur, so deny supplemental enrollment CODIS1, explaining
	their record shows they are eligible for Vocational Rehabilitation
	and Employment (VR&E) benefits and if they no longer wish to
	receive VR&E benefits, they should contact their VR&E counselor,
	who will contact Education with a VR&E termination date. Check
	"stop automation" box (Ch33) and "stop" message BDN (non-33).
Interrupted	Ch31 training is interrupted
	No new Ch31 payments will be issued at this time
	Do not process Education enrollments – duplication will probably
	occur, so deny supplemental enrollment CODIS1, explaining
	their record shows they are eligible for Vocational Rehabilitation
	and Employment (VR&E) benefits and if they no longer wish to
	receive VR&E benefits, they should contact their VR&E counselor,
	who will contact Education with a VR&E termination date. Check
	"stop automation" box (Ch33) and "stop" message BDN (non-33).
Rehabilitated	Ch31 training has ended
	No new Ch31 payments will be issued
	Review duplication of enrollments before processing Education
Discontinued	Ch31 training has ended without rehabilitation
	No new Ch31 payments will be issued
	Review duplication of enrollments before processing Education

C. Topic: Finding Chapter 31 used

Option 1 (SHARE)

• Choose Award/Ratings then one of the VR&E awards

<u>H</u> elp		and Rating Data						
erson	Military	Claims/ Award Denials Rating	PreConvsn Master Rcd	File Nbr	Ne	ame Connorma		
:k On Av	ward Line To	View Details						
Vet ID		Name	Beneficiary ID	Name	Recipient ID	Name	Award Type Payee	Awd Bene Type
		and the second second		a			AEA02 00	Primary
00200	001/01/07		8		8100200 0		CPL 00	Primary Primary
						/SC	VR&E	

 Choose VR&E Information tab. Entitlement Used will reflect. Dropped priors and any preconversion used will be included in this total. Be careful, as this may show none used, but if there is a PreConvsn Master Rcd, usage could be on this tab (tip: if veteran has <u>not</u> used Ch31 since the conversion, no entitlement will show under Entitlement Used, so reviewing the PreConvsn Master Rcd is essential)

e <u>H</u> elp										
Person	Military			reConvsn aster Rcd	File Nbr 🍋	1302	Name 🗖			
eneral Inf	ormation	Award Infor	mation	Rating Informati	on Ad	ditional Rating Decisions	EVR Informat	on Inco	ome/Expenses/ Net Worth	VR&E Informat
Entitleme	nt Used/Re	maining								
Entitlement Remaining: 19-4 ETD: 11/29/2026 Entitlement Used: 28-26 Case Status: Rehab to Employment IRND: 11/28/2014 Entitlement Instrument										
	Jurisdictior Jurisdictior									
		Folder CER	Location 319 - Colu	mbia						
								Return to		

 Warning! Only use this method if the Entitlement Used (VR&E tab) is BLANK. PreConvsn Master Rcd then M33 will show you the total entitlement used. Add the Ent Used Thru EOT + Ent Dropped Priors + Ch31 Ent Used Pre Target to get total used. Do not view the section under "Prior VA Training", as this is where VR&E will input other non-Chapter 31 benefits, including Ch33, that were used. But we are looking for total <u>Chapter 31</u> used.

Chapter 31 Information M01-M34		- •
Person Military Claims/ Award/ Denials Ratings	Master Rcd Message Pre Converted Chapter 31 Master Record	
CH30 CH32 CH35 Other 01-00 Totar 01-00)) Status (M32) Entitlement/Diag (M33)) Entitlement History (M34) M35- DRP Creditable CH31 Ent 47-00 Termination Date 11-29-26 Temporary Ent Termination Rsn 1 Ent Exten Mo Serious Emp Handicap Y Ent Used Thru DLP 03-27 Original Claim Date 12-01-14 Ent Used Thru EOT 103-27 Init Rating Notice 11-28-14 Ent Rmng As of DLP 43-03 Debited Prior Ent 17-05 Ent Dropped Priors 100-00 Persian Gulf War 141 Ent Used Pre Target	
Current Conditions 7530 6847 8100 Additional Conditions Military Ret Pay	SC Diagnostics Current Perce Discop Aphron 060 Discop Aphron 050 Discop Aphro 050 Discop Aphro<	
09/05/2017 9:30 AM	Print Selection Beady Egit	

Option 2 (CWINRS)

• Click on Awards Processing and input SSN

🚝 Corporate	WINRS Navigator			23
Processin g	GED Processing	Setup and Admin.	Setup and Regional Office Settings	-
Managem ent	Case Select Folders 👻	A Processin g	A <u>w</u> ards View Awards	•
V Processin g	Voucher Contract Payments			
Help	Release Notes	Corporate WINRS	Exit Corporate	

• The amount of entitlement used will reflect

View Awards		×
Name: Entitlement Remaini 39-14 ETD: 12/29/202 IRND: Entitlement Used: 08-00 Case Status: Interrupted Eligible for Ch33 Yes Ch33 Entitlement Remain 32-26 Ch33 Delimiting Date: 12/29/202	Ch33 Compa	C <u>l</u> ose A <u>l</u> erts
Awards Dependents Award History Action History Payment Info Accts Re List of Awards	ceivable	
0 AS 21904 07/05/2 09/19/2 B Undergr Authorized 0 AS 21904 10/03/2 12/18/2 B Undergr Authorized Export Print Add Edit Amen Delete View Generat * Requires Amendment	Aut <u>h</u> ori	
Award Lines for selected Award Begin Re End D Re H Type Rate of P D Monthly O 04/04/2 00 06/20/2 61 9 Q Quarter H 3 3/4 Time 16 \$956.25 Image: Comparison of the second seco	View Export	

D. Topic: Duplication between Chapter 31 and Education enrollments

Reference: Circular 28-15-01

Duplication of benefits: We should make sure to not pay for the **same enrollment** under Education, if it was paid under Chapter 31. Understand that VR&E may give us a time period where Chapter 31 was used (from application to rehabilitation), but we should only be interested in **enrollments** paid under Chapter 31. If an enrollment was not paid under Chapter 31, we may process under Education, even if it was during the Chapter 31 timeframe.

Care should also be taken to not pay for enrollments when the Chapter 31 **status** clearly shows that student is pursuing Chapter 31. This can prevent duplication before it occurs.

If SHARE is unclear, email Senior (who may contact QRT Senior) to check CWINRS. If CWINRS does not resolve the issue, Senior will forward email to VR&E. Senior will look up the VR&E mailbox as follows:

Example: if we needed to email regarding a VR&E case in Phoenix (BINQ LOC shows CER folder at 345), we would email VAVBAPHO/RO/VRE (remember that some offices use Ch31 instead of VRE)

Note: After the veteran completes training, VR&E may pay them – for 2 months – to look for work (AEA01 and AEA02 awards). If we receive an Education enrollment that overlaps this 2-month payment period, this indicates they are not searching for a job; they are going to school. This is a problem. If our Education enrollment does not overlap Chapter 31 **enrollments**, we may go ahead and process our enrollments; but we should send a courtesy email to VR&E and let them know that the student has started training.

E. Topic: Chapter 33 Housing in Lieu of Chapter 31 Housing

Reference: Procedural Advisory August 12, 2011: CH31 Participants and CH33 BAH

- "Email" referred to in advisory requires email to Senior with name and file number include whether the individual is eligible for Ch33 or not – include enrollments for periods x to x that have been received, but not paid under ch33. Senior will email the corporate box for VR&E and capture "sent" email in TIMS.
- Documents received later require denial (CODIS1) due to currently being in receipt of Vocational Rehabilitation and Employment benefits.

Background: If a **Chapter 33 application received refers to Chapter 31** or the **Ch31 status indicates veteran is already receiving Ch31**, the claimant wants us to issue a Certificate of Eligibility so they may present to VR&E and then receive the Chapter 33 housing rate in lieu of the Chapter 31 housing rate (PL 111-377).

F. Topic: Processing Education Claims

Original	All original claims
Supplemental	Claims more than 1 year break between enrollments/Certificate of Eligibility or more than one year between a Certificate of Eligibility and first enrollment; or FLASH – message at bottom of enrollment "remaining entitlement has changed" – LTS banner

Always review and capture screen for amount of <u>Chapter 31 used</u> (even if 0). This supports our entitlement decision we provide the veteran, as we cannot grant more than 48 months of benefits. If supplemental, there is a possibility that Chapter 31 was used during this break period and the amount of entitlement the veteran used needs to be updated.

Exception for Ch31 used: **original claims** worked from December 10, 2015, through September 21, 2016 (date of Advisories) may not contain Chapter 31 used; we will continue to not include Chapter 31 prior used for these claims. Advisory dated December 10, 2015, advised processors to NOT count Chapter 31 entitlement when working any **ORIGINAL** claim. Many original decision letters were issued, not taking Chapter 31 entitlement used into account. Then, on September 21, 2016, we once again included Chapter 31. So claims worked after this date should include Chapter 31 used. We will, however, honor the entitlement (with Chapter 31 NOT included) on all original claim letters worked from December 10, 2015, through September 21, 2016.

Always review and capture screens (or add terms to NOTE) for <u>Chapter 31 enrollments paid</u> (if ch31 used). We cannot process any enrollments that were previously paid under Chapter 31. If supplemental, there is a possibility that Chapter 31 was used during this break period and we cannot process any enrollments that were previously paid under Chapter 31.

Always review and capture screens for <u>Chapter 31 status</u> (regardless of Ch31 used). We should not process any enrollments if Chapter 31 is being used or about to be used and duplication could occur. If supplemental, there is a possibility that Chapter 31 was used during this break period and we should not process any enrollments if Chapter 31 is being used or about to be used and duplication could occur.

G. Topic: Examples of Transfer of Entitlement (TOE)

We should review the VIS transfer date when deciding total entitlement used.

Example #1:

Date	What Happened (transfer before Ch31 usage)			
08-01-10	VIS effective date - 36 mos transferred to Bobby Jr.			
01-15-12	Veteran started Ch31 and went on to use 40 months between 2012 and			
	2015.			
05-13-16	Bobby Jr. applies for Ch33 TOE			
05-14-16	VA issues a TOE COE for 36 months (using only 12 mos of Ch31 prior training in LTS – comments that actually 40 mos used, but TOE transfer prior to Ch31 usage). VR&E should have reviewed VIS for amount transferred before granting any entitlement – and it appears they may have reviewed VIS, but still granted 40 mos of entitlement (entitlement extension granted). If VCE wants to send a courtesy email (via Senior) to VR&E to alert them of TOE transfer amount, they may (if it appears VR&E may be unaware of TOE transferred).			
Admin	Remember, if we gave the dependent 36 months, this is not an			
	administrative error; this was worked correctly.			

Example #2:

Date	What Happened (redistribution during Ch31 usage)		
08-01-10	VIS effective date - 20 mos transferred to Bobby Jr.		
01-15-12	Authorized Spring 2012 under Ch31		
06-15-12	Authorized Summer 2012 under Ch31		
08-15-12	Authorized Fall 2012 under Ch31 – at this point, Vet used 15 mos of Ch31		
11-15-12	VIS effective date – increased to 30 mos transferred to Bobby Jr.		
01-15-13	Authorized Spring 2013 under Ch31		
06-15-13	Authorized Summer 2013 under Ch31		
08-15-13	Authorized Fall 2013 under Ch31 – at this point, Vet used 15 more mos		
	(total 30 mos) of Ch31		
05-13-16	VIS effective date – increased to 36 mos transferred to Bobby Jr.		
01-10-17	Bobby Jr. applies for Ch33 TOE		
01-11-17	VA issues a TOE COE for 30 mos. The 20 mos transferred was secure, as		
	it was done prior to Ch31 usage. At the point that VIS changed again (11-		
	15-12), total usage was 20 (TOE) plus 15 (Ch31) = 35. So out of 48 mos,		
	the veteran could have given an additional 13 mos (48-35). Veteran		
	increased by 10 mos. So that is fine. Now 30 mos transferred is secure.		
	When VIS changed again (5-13-16), total usage was 30 (TOE) + 30 (Ch31)		
	= 60. So out of 48 mos, there was nothing additional left to give. So even		
	though Veteran increased by 6 more months, we cannot give that to Bobby		
	Jr. We can only give Bobby Jr. 30 months.		
Extension	If VR&E allowed an extension (can usually be seen if paid more than 48		
	mos), we would not count the Chapter 31 entitlement extension used		
	(Advisory March 12, 2013)		

H. Topic: Conversion from Education to Chapter 31

Triggers: receipt of documents/email from school, VR&E, or the claimant showing a change in benefits. The school may send a change in enrollment showing a withdrawal due to changing to Chapter 31. VR&E counselor may contact us that veteran has changed to Chapter 31. Claimant may write us, stating that s/he wishes to change to Chapter 31.

Conversion: review who is reporting the change in benefit, then continue with conversion actions below.

School	Since we are not changing to Chapter 31 - we are just stopping Education - we can process the termination. Terminate first day of term (ch33 use "did not attend" so 75b debt is created). Continue to "conversion actions" below.
VR&E	Since the change is coming from VR&E counselor (RNW team), we cannot create a debt in LTS. The counselor is only able to stop future unpaid terms. If the Chapter 31 effective date will create an Education debt, email (via Senior) VR&E, explaining that we need a different Chapter 31 effective date. After resolution, continue to "conversion actions" below.
Veteran	Since the veteran is reporting the change, we cannot create a debt in LTS. The veteran is only able to stop future unpaid terms. If the Chapter 31 effective date will create an Education debt, issue COE (or informational letter, as appropriate) and edit to request that Veteran contact his/her Vocational Rehabilitation Counselor to advise Education of the date Chapter 31 began. If no debt issue, continue to "conversion actions" below.

Conversion Actions	
LTS stop automation box	If Ch33: Checked
LTS periods of non-participation	If Ch33: Ch31 begin date (first enrollment)
TIMS facility code	Ch31
TIMS FLASH	Ch31 effective date
BDN master record message	Ch31 effective date (include "STOP" if non-33)
Enrollment/changes prior to	Process in BDN/LTS
Ch31 effective date	
Enrollment/changes after Ch31	Annotate "Ch31"
effective date	Decline VA-ONCE in LTS (if Ch33)
	Deny enrollment CODIS1, explaining
	student's record shows s/he is receiving
	Vocational Rehabilitation and
	Employment benefits

I. Topic: Conversion from Chapter 31 to Education

Triggers: receipt of information from the school (i.e. enrollment indicating Education); VR&E (email indicating Education); or the claimant (i.e. application or change in program specifying Education).

Conversion: review who is reporting the change in benefit, then continue with conversion actions below.

School	Since the school is initiating the change to Education, we cannot start paying a different benefit based on just the school's direction (exception is if the Ch31 status shows Ch31 has ended). Annotate documents as "Ch31". Decline VA-ONCE in LTS (if Ch33). Deny enrollment CODIS1, explaining student's record shows s/he is receiving Vocational Rehabilitation and Employment benefits.
VR&E	Since the change is coming from VR&E counselor (RNW team), we can take this information from VR&E counselor. Continue to "conversion actions" below.
Veteran	Since the veteran is reporting the change, we CAN take this information from the Veteran. Review SHARE for duplication of enrollments and status. If duplication would result or if status shows student's Ch31 eligibility has not ended, issue COE (or informational letter, as appropriate) and edit to request that Veteran contact his/her Vocational Rehabilitation Counselor to advise Education of the date Chapter 31 was discontinued. Review SHARE for status. If no duplication or status issue, continue to "conversion actions" below.

Conversion Actions	
LTS stop automation box	Ch33: Uncheck
LTS periods of non-participation	Ch33: Ch31 begin date and end date
	(first/last enrollment)
TIMS facility code	COE or School's Facility Code
TIMS FLASH	Ch31 end date
BDN master record message	Remove Ch31
Enrollment/changes prior to	Annotate "Ch31"
Education effective date	Decline VA-ONCE in LTS (if Ch33)
	Deny enrollment CODIS1, explaining
	student's record shows s/he is receiving
	Vocational Rehabilitation and
	Employment benefits
Enrollment/changes after	Process in BDN/LTS
Education effective date	