Flow Chart for Processing Misuse Actions

Misuse Allegation Received
Establish WPC 570;
FFERecd – Discovery date.
Decision required within 14 days.
Is investigation warranted?

YES – Clear WPC 570; Enter review time in MisUse Hrs.
Establish WPC 571 and assign.
Investigation must be completed within 45 days.

No – Prepare memo for file. Clear WPC 570. Enter review time in MisUseHrs. Investigation Complete – Clear WPC 571. Enter time in MisUseHrs.

WPC 572 automatically established; assign for action.

Decision required within 30 days.

Misuse found?

No. Change WPC 572 to WPC 574.

Enter time in MisUseHrs.

Clear WPC 574.

Forward copy of misuse documentation to VACO.

Yes – Prepare determination and notification letter.
Clear WPC 572. Enter time in MisUseHrs.
Hold for 30 days for possible reconsideration.
Reconsideration received within 30 days?

No – Create WPC 575 for IG referral and assign. Refer applicable cases to VACO for negligence determination. Send a copy of all other determinations to VACO. Cases not requiring a negligence determination can be sent electronically.

Yes – Establish WPC 573 and assign.

Reconsideration must be received within 30 days.

Misuse confirmed in whole or in part?

No – Clear WPC 573. Enter time in MisUseHrs and adjusted amount in MisUseAmt. Yes – Prepare reconsideration determination and notification letter. Clear WPC 573. Enter time in MisUseHrs and adjust MisUseAmt if appropriate. Refer for reissuance if negligence presumed. Refer all other cases to VACO for negligence determination. Prepare WPC 575 for IG referral and assign.

Refer to IG or RC per M21-1MR, Part XI.5.F.18
Clear WPC 575. Enter time in MisUseHrs and amount in MisUseAmt.

WPC 570 = Misuse Allegation
WPC 571 = Misuse Investigations
WPC 572 = Misuse Determination

WPC 573 = Misuse Reconsideration WPC 574 = Misuse not found WPC 575 = IG Referral