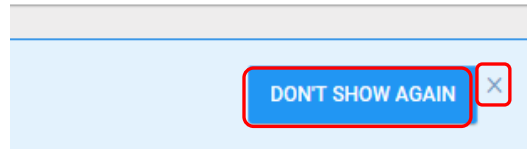


VCF Online Claims System December 2016 Enhancements

The enhancements and updates listed below will be available in the online claims system beginning on Monday, December 5.

- The **blue tip box** that is on the “Existing Registrations” home page can now be hidden for the duration of your session. Clicking the “**X**” will make the tip box go away while on that page; it will reappear when you navigate back to that page. Clicking the “**Don’t Show Again**” button will make the tip box go away for that entire session. When you log out and back in, the tip box will reappear.



- The **number of documents that displays in the “View Documents” results** has been increased to display up to 15 documents instead of the previous 3 documents.
- The sorting issue on the **Correspondence table** has been corrected and you will now be able to correctly sort by the full date instead of the first digit of the month.
- The **emails you receive when correspondence has been uploaded to a claim** will now include the specific letter type in the email subject line so that you can easily see the type of letter that was uploaded and mailed.
- When **navigating between tabs**, you will be brought to the top of the tab instead of the bottom.
- The **error message and inability to save** when deleting an Employment entry has been fixed.
- The **Employer table** has been updated to better distinguish the “Edit” and “Delete” symbols to help prevent accidental deletion.

Employment and Compensation History SAVE AND CONTINUE

Complete the information below regarding the victim's employment and compensation history.

ADD EMPLOYMENT

Victim's Employer Name	Dates of Employment	Did the victim receive health care benefits through this employer?	Did the victim's employer offer a pension program?	Did the victim receive any other benefits from the employer?	Action
TEST	TEST	Yes	Yes	No	✎ 🗑️

SAVE AND CONTINUE

VCF Online Claims System December 2016 Enhancements

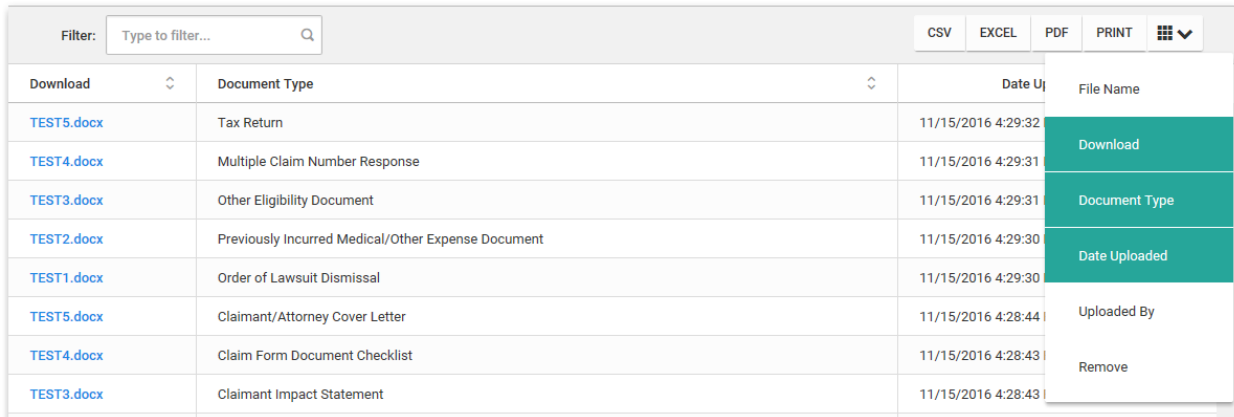
Customizing Table Views:

- **View Documents and Correspondence tables:** You can now customize your view of these tables by selecting the specific columns you want to display. Simply click on the “cube” in the right corner to show/hide columns from your display.



Download	Document Type	Date Uploaded
TEST5.docx	Tax Return	11/15/2016 4:29:32 PM
TEST4.docx	Multiple Claim Number Response	11/15/2016 4:29:31 PM

Once you click on the “cube” you will see each column header listed in a drop down similar to the one shown below. Green indicates that the column is visible. To hide the column, simply click on the green label to make it white and the column will now be hidden from your view. To add the column back, simply click on the white label to make it green again.



Download	Document Type	Date Uploaded	File Name
TEST5.docx	Tax Return	11/15/2016 4:29:32	Download
TEST4.docx	Multiple Claim Number Response	11/15/2016 4:29:31	Document Type
TEST3.docx	Other Eligibility Document	11/15/2016 4:29:31	Date Uploaded
TEST2.docx	Previously Incurred Medical/Other Expense Document	11/15/2016 4:29:30	Uploaded By
TEST1.docx	Order of Lawsuit Dismissal	11/15/2016 4:29:30	Remove
TEST5.docx	Claimant/Attorney Cover Letter	11/15/2016 4:28:44	
TEST4.docx	Claim Form Document Checklist	11/15/2016 4:28:43	
TEST3.docx	Claimant Impact Statement	11/15/2016 4:28:43	

In the example above, you can see that the column labeled “Uploaded by” has been hidden, while the green highlighted columns remain visible.

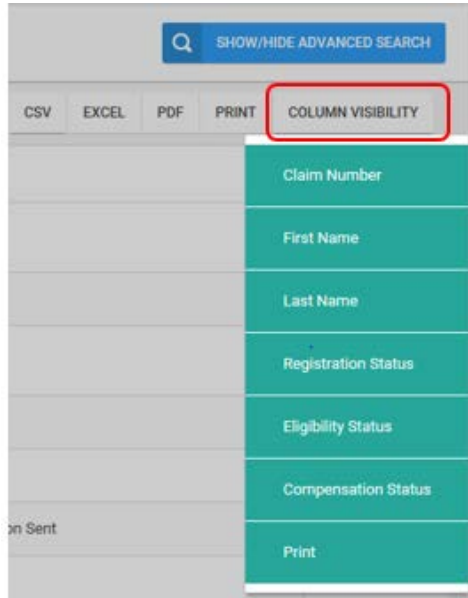
The default view automatically hides the following columns:

- “File Name” - because it is a duplicate of the “Downloaded” column
- “Remove” - which allows you delete the file

To view these columns, simply click on the label to make it green.

- **“View Claims” table:** As a reminder, the system allows you to customize your view of the Summary table by selecting the specific columns you want to display. On the summary page, simply click on the “Column Visibility” button in the right corner. A list of column options will display as shown on the next page.

VCF Online Claims System December 2016 Enhancements



You can pick one or more items from the list to designate the columns you want to show. Green indicates that the column is visible. White indicates the column is hidden from view. To hide a column, simply click on the green label to make it white and the column will now be hidden. To add the column back to the view, simply click on the white label to make it green again. In the example above, none of the columns are hidden and all are currently visible.

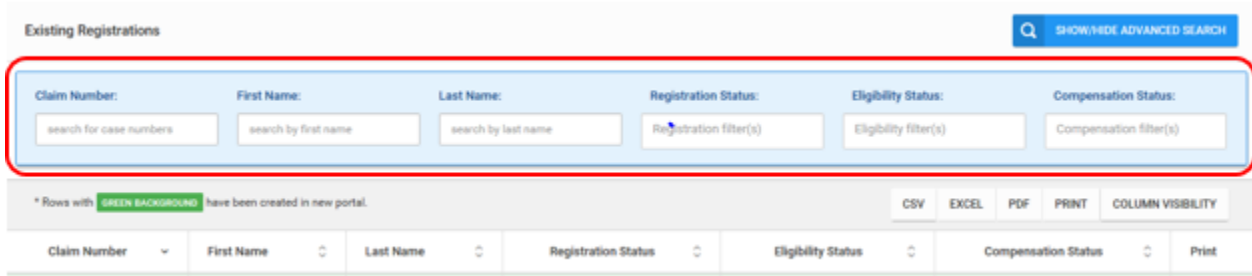
Search Tips:

Although nothing has changed in the search functionality, the tips below will help you maximize the search feature.

- On the “View Claims” page, there is a blue button labeled “**Show/Hide Advanced Search**”.



Click on this button to see the expanded search fields, which will show in a blue box.



VCF Online Claims System December 2016 Enhancements

The first three boxes, “Claim Number”, “First Name” and “Last Name” allow for “wildcard” searches, which means you can enter just a few letters or numbers and all claims that meet the entered criteria will display in the results.

For Registration, Eligibility and Compensation, you can select from any of the current statuses to search and/or filter your results, including adding multiple criteria to any one status. Simply click in the applicable milestone and click on the status you want to search. You can click on multiple statuses from each list.

In the example below, the search will return all claims for which Eligibility is Approved and the Compensation status is either Payment Issued or Pending Payment.

The screenshot displays the search interface for the VCF Online Claims System. At the top right, there is a blue button with a magnifying glass icon and the text "SHOW/HIDE ADVANCED SEARCH". Below this, the search filters are organized into three columns: "Registration Status:", "Eligibility Status:", and "Compensation Status:".

- Registration Status:** A text input field labeled "Registration filter(s)".
- Eligibility Status:** A dropdown menu is open, showing a list of status options: "x Approved", "Review: Amend/Appeal", "Submitted", "Substantially Complete", "Superseded", "Under Review", and "Withdrawn".
- Compensation Status:** Two status options are selected and shown in separate boxes: "x Payment Issued" and "x Pending Payment".

Below the filters, there are buttons for "PRINT" and "COLUMN VISIBILITY". At the bottom, a table header is partially visible with columns for "Status", "Eligibility Status", "Compensation Status", and "Print".

You can choose any combination of statuses based on the types of claims you are trying to locate. To remove a status, simply click the “X” next to the specific status and it will be removed from that search.

The search results will be displayed in your Summary table and can be exported to Excel or other file types.