GPNet JOB AID

Using GPNet Asynchronous Transmission to
Download Electronic Remittance notices (ERN) Files

LOG IN AND USER VALIDATION

Upon connecting to the GPNet system via your communications program,
the system will display a banner and prompt for the user ID.

TO LOGIN:

1. Type your User ID in CAPITAL Letters and press ENTER.

2. Type your password in CAPITAL Letters. The password will not display on the screen as you type it. When you have finished typing, press ENTER.

3. After the User ID and password are validated, the Message screen displays (Figure 1).

```
                              SH9999 logged in at    2001-08-27 14:45:33
                              last login             2001-08-24 12:28:34

  <<<<<<<<<<<<<<<<<<<<<<<<<  BULLETIN  >>>>>>>>>>>>>>>>>>>>>>>>>

  Press <RETURN> to continue ->█
```

FIGURE 1: Message Screen

4. Press ENTER to continue to the Main Menu.

```
                      Welcome to EDI System
              =======================================




                      1. (D)ownload
                      2. (U)pload
                      3. (L)ist Files in Mailbox
                      4. (H)elp
                      5. (Q)uit




                   Selection: █



'h' for help; 'q' to quit
```

FIGURE 2: GPNet Main Menu

TO DOWNLOAD A RESPONSE OR REMITTANCE FILE:

1. Type 1 (or D) from the Main Menu and press ENTER.

```
>>>> DOWNLOAD A FILE <<<<

**** Select Protocol:
                        K for Kermit
                        X for XMODEM
                        Y for YMODEM (BATCH)
                        Z for ZMODEM

                  or Q to QUIT
```

FIGURE 3: Download Protocol Selection Screen

2. Select the protocol type.

3. If you select Z (Zmodem), K (Kermit), or Y (Ymodem), the system will ask if you wish to download all files in the mailbox.

4. Yes- all available files will begin downloading.

5. No- the system will display the list of available files.

6. If you select X (the Xmodem protocol), the file list will display immediately.

7. You can select the file you wish to download by entering the number beside the file you are downloading.

```
Do you wish to download all of the files in the mailbox?(Y/N)
Press Y/N to continue or q to quit
Your mailbox contains the following files
    #  Filename                      Type  Size    Date        Time      Ftype
================================================================================
    1. RSP00001.RSP.REJECTED_ID       f    116     Jun  26  14:30         Seq
    2. RSP00002.RSP.REJECTED_ID       f    116     Jun  26  14:50         Seq
    3. RSP00003.RSP.INVALID_FILE_HDR  f    24      Jun  29  14:06         Seq

**** Please enter the number corresponding to your file choice or q to quit
**** and press <RETURN> to continue:
```

FIGURE 4: Mailbox File List

1. All files will be downloaded to the folder you have designated.

2. If the file transfer is complete and successful, the "Transfer COMPLETED SUCCESSFULLY" message will be displayed on the screen and the file will be deleted from the mailbox. If the file transfer fails, the "Transfer FAILED" message will display. Files that have not been downloaded successfully will remain in the mailbox for 14 days before being purged.

MAILBOX LISTING	DOS FILE NAME	DESCRIPTION
ERNnnnnn.ERN.835_MA_Cxxxxx	ERNnnnnn.ERN	Medicare Part A ANSI 835 Electronic Remittance File
ERNnnnnn.ZIP.835_MA_Cxxxxx	ERNnnnnn.ZIP	Medicare Part A ANSI 835 Electronic Remittance File – Zipped ***
ERNnnnnn.ERN.835_MB_Cxxxxx	ERNnnnnn.ERN	Medicare Part B ANSI 835 Electronic Remittance File
ERNnnnnn.ZIP.835_MB_Cxxxxx	ERNnnnnn.ZIP	Medicare Part B ANSI 835 Electronic Remittance File – Zipped ***

nnnnn represents a sequential number ex, 00001.
xxxxx represents the payor report name.
The DOS extension "ZIP" will replace the three-character extension in the file name based on the ZIP flag in our control file.