

The RSH050 report is created to assist FPMs with monthly/quarterly research transaction reconciliation between SAP and MaestroCare.

Overview

Reconciliation is performed between SAP and MaestroCare on the basis of either:

- (1) Charge amounts and number of charges matching between the two systems
- or -
- (2) Sum of the amounts matching between the two systems

There are two reconciliation tests performed in the report, shown in Box 1 and 2 below. These use slightly offset date ranges for each source, to account for post date differences between SAP and MaestroCare (charges typically post in Maestro 1-5 days after SAP).

Fund Code: 2931582 Reconciliation Status: Yes

Reconciliation Item	Dates Applied *	SAP Amount	Maestro Amount	Difference
SAP -> MC (All SAP Transactions Checked Against MC for Match)	<div style="border: 1px solid red; padding: 2px; display: inline-block;">1</div> SAP: 04/01/2018 - 04/30/2018 MC: 04/02/2018 - 05/01/2018	66.18	66.18	0.00
MC -> SAP (All MC Transactions Checked Against SAP for Match)	<div style="border: 1px solid red; padding: 2px; display: inline-block;">2</div> MC: 04/01/2018 - 04/30/2018 SAP: 03/31/2018 - 04/29/2018	824.66	824.66	0.00

* Reconciliation dates are adjusted to account for differences in posting dates between SAP and MaestroCare.

Box 1 is reconciliation **from the SAP perspective**, or in other words, compile all SAP transactions for the fund code within the date range selected, and pull the MaestroCare transactions for the offset date range.

Box 2 is the **MaestroCare perspective**, showing all Maestro transactions for the selected date range, then pulling the SAP transaction set for the offset date range.

Reconciliation Item	Dates Applied *
SAP -> MC (All SAP Transactions Checked Against MC for Match)	<div style="border: 1px solid red; padding: 2px; display: inline-block;">1</div> SAP: 05/01/2018 - 05/31/2018 MC: 05/02/2018 - 06/01/2018
MC -> SAP (All MC Transactions Checked Against SAP for Match)	<div style="border: 1px solid red; padding: 2px; display: inline-block;">2</div> MC: 05/01/2018 - 05/31/2018 SAP: 04/30/2018 - 05/30/2018

Shown above are the date ranges used in each reconciliation. Consider a payment posting to SAP on 4/30. With the posting date offset, if the user has selected to report on activity in May, then SAP activity from 4/30 must be considered when reconciling May transactions in MaestroCare.

Conversely, from the SAP perspective (Box 1), a transaction posting to SAP on 5/31 is likely not going to post in MaestroCare until 6/1, so the MC Dates Applied will extend to 6/1.

Reconciliation Status

The reconciliation status indicates whether the report determines that the two sources reconcile.

Fund Code: 2931582

Reconciliation Status:

Yes

In cases where there is not a 1:1 reconciliation on charge amounts, but the totals match, the report will show “Yes (see Details below)”

BFR: 6860201585
Fund Code: 2931398

Reconciliation Status:

Yes (see Details below)

Reconciliation Item	Dates Applied *	SAP Amount	Maestro Amount	Difference
SAP -> MC (All SAP Transactions Checked Against MC for Match)	SAP: 04/01/2018 - 06/30/2018 MC: 04/02/2018 - 07/01/2018	-10,310.18	-10,310.18	0.00
MC -> SAP (All MC Transactions Checked Against SAP for Match)	MC: 04/01/2018 - 06/30/2018 SAP: 03/31/2018 - 06/29/2018	-10,310.18	-10,310.18	0.00

* Reconciliation dates are adjusted to account for differences in posting dates between SAP and MaestroCare.

In this case, the -1389.54 charge is line-item matched in both systems, but all other MaestroCare charges are totaled and match one SAP transaction of -8920.64.

SAP Charges (SAP -> MC) Fund Code: 2931398 Dates: 03/31/2018 - 06/30/2018

Document Date	Fund Code	Line Item Text	Charge Total
4/11/2018	2931398	PB GRANT REV BCN 3424365	-8,920.64
5/23/2018	2931398	HB PB GRANT BILLING OBID 000623093824	-1,389.54

Post Date	Hosp Account ID	Amount	Current Fund Code for Study	Tech / Prof?	Ref Number
4/6/2018	111802633667	-870.40	2931398	P	20170609
4/6/2018	111801219383	0.00	2931398	P	20170609
4/11/2018	111802618675	-954.56	2931398	P	20170905
4/11/2018	111803037087	-954.56	2931398	P	20170921
4/11/2018	111725439891	-954.56	2931398	P	20170822
4/11/2018	111802633675	-954.56	2931398	P	20170503
4/11/2018	111729605078	-954.56	2931398	P	20171003
4/11/2018	111725111222	-870.40	2931398	P	20170728
4/11/2018	111802617904	-628.48	2931398	P	20170106
4/11/2018	111733906451	-213.44	2931398	P	20171113
4/11/2018	111802633670	-213.44	2931398	P	20170815
4/11/2018	111725439886	-213.44	2931398	P	20170830
4/11/2018	111733419421	-213.44	2931398	P	20171024
4/11/2018	111802633677	-168.32	2931398	P	20170517
4/11/2018	111802618757	-168.32	2931398	P	20170912
4/11/2018	111802617904	-117.76	2931398	P	20170728
4/11/2018	111707932979	-84.16	2931398	P	20170315
4/11/2018	111802617902	-84.16	2931398	P	20170322
4/11/2018	111733906466	-72.64	2931398	P	20171120
4/11/2018	111802617904	-72.64	2931398	P	20170516
4/11/2018	111802942187	-72.64	2931398	P	20170724
4/11/2018	111802617904	-51.52	2931398	P	20170322
4/11/2018	111701401100	-32.64	2931398	P	20170322
4/11/2018	111801219383	0.00	2931398	P	20170609
5/24/2018	111712801097	-1,389.54	2931398	T	600101316

When reconciliation occurs, but is not on a line-item basis as in this case, the Reconciliation Details section list the charges used in the reconciliation.

Reconciliation Details (if issues or special circumstances found):

- Note: 1 MaestroCare charges of -117.76 reconciled to one SAP Transaction.
- Note: 1 MaestroCare charges of -32.64 reconciled to one SAP Transaction.
- Note: 1 MaestroCare charges of -51.52 reconciled to one SAP Transaction.
- Note: 1 MaestroCare charges of -628.48 reconciled to one SAP Transaction.
- Note: 2 MaestroCare charges of -168.32 reconciled to one SAP Transaction.
- Note: 5 MaestroCare charges of -954.56 reconciled to one SAP Transaction.
- Note: 2 MaestroCare charges of -870.4 reconciled to one SAP Transaction.
- Note: 2 MaestroCare charges of 0 reconciled to one SAP Transaction.
- Note: 3 MaestroCare charges of -72.64 reconciled to one SAP Transaction.
- Note: 4 MaestroCare charges of -213.44 reconciled to one SAP Transaction.
- Note: 2 MaestroCare charges of -84.16 reconciled to one SAP Transaction.

Reconciliation Details - Charge Listing

The latter half of the Reconciliation Details section displays the list of transactions from each source, side-by-side, sorted by Date and the Transaction amount. If there is a line item match, these should align cleanly to allow the user to see details for each charge in both systems.

SAP Charges (SAP -> MC) Fund Code: 2931582 Dates: 03/31/2018 - 04/30/2018

Document Date	Fund Code	Fund Code Desc	GL Account	GL Account Desc
3/31/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
3/31/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
3/31/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
3/31/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
3/31/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
3/31/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
3/31/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
4/7/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
4/14/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
4/14/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
4/14/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
4/21/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
4/21/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI
4/28/2018	2931582	JAZZ PHARMA CLINICAL AGREEMENT	696400	OUTPATIENT CARI

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Document Number	Document Type	Document Type Desc	Reference
0600242484	ZZ	Interface - JV	JV090300
0600242484	ZZ	Interface - JV	JV090300
0600242484	ZZ	Interface - JV	JV090300
0600242484	ZZ	Interface - JV	JV090300
0600242586	ZZ	Interface - JV	JV090300
0600242586	ZZ	Interface - JV	JV090300
0600242484	ZZ	Interface - JV	JV090300
0600247972	ZZ	Interface - JV	JV100300
0600253335	ZZ	Interface - JV	JV100300
0600253335	ZZ	Interface - JV	JV100300
0600253335	ZZ	Interface - JV	JV100300
0600260194	ZZ	Interface - JV	JV100300
0600260194	ZZ	Interface - JV	JV100300
0600266719	ZZ	Interface - JV	JV100300

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Document Header	BFR Code	BFR Description	Line Item Text	Charge Total
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	OBID 000616460207 DEFIBROTIDE PROPHYLAXIS STUDY RE	-30.60
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	OBID 000616460210 DEFIBROTIDE PROPHYLAXIS STUDY RE	-10.20
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	OBID 000616460204 DEFIBROTIDE PROPHYLAXIS STUDY RE	-10.20
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	OBID 000616460222 DEFIBROTIDE PROPHYLAXIS STUDY RE	-8.81
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	OBID 000616460406 DEFIBROTIDE PROPHYLAXIS STUDY RE	62.72
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	OBID 000616460410 DEFIBROTIDE PROPHYLAXIS STUDY RE	125.44
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	OBID 000616460309 DEFIBROTIDE PROPHYLAXIS STUDY RE	630.13
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	OBID 000617375804 DEFIBROTIDE PROPHYLAXIS STUDY RE	211.05
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	HB PB GRANT BILLING OBID 000618340807	-741.40
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	HB PB GRANT BILLING OBID 000618340801	-23.41
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	HB PB GRANT BILLING OBID 000618340886	60.38
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	HB PB GRANT BILLING OBID 000619280308	-60.38
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	HB PB GRANT BILLING OBID 000619280391	411.09
RESEARCH BILLING	6860202566	Pediatrics-Bone Marr	HB PB GRANT BILLING OBID 000620219016	208.85

MC Charges (SAP -> MC) Fund Code: 2931582 Dates: 04/01/2018 - 05/01/2018

Post Date	Fund Code (as of Post Dt)	Study Name	Protocol ID	Hospital Account Name	Hosp Account ID
4/1/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111805000833
4/1/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111805700575
4/1/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111804300791
4/1/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111806400613
4/1/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Osborne,Juliette Grey	111808536290
4/1/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Osborne,Juliette Grey	111808536344
4/1/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111807800692
4/10/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111808500568
4/16/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111807100784
4/16/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111804300791
4/16/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111809200702
4/23/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111809200702
4/23/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111809900703
4/29/2018	2931582	Defibrotide Prophylaxis Study	PRO00074649	Defibrotide Prophylaxis Study,Research	111810800649

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Amount	Provider Name	Current Fund Code for Study	Tech / Prof?	Ref Number
-30.60	MARTIN, PAUL LANGLIE	2931582	T	600083586
-10.20	MARTIN, PAUL LANGLIE	2931582	T	600083586
-10.20	MARTIN, PAUL LANGLIE	2931582	T	600083586
-8.81	MARTIN, PAUL LANGLIE	2931582	T	600083586
62.72	MARTIN, PAUL LANGLIE	2931582	P	600242586
125.44	MARTIN, PAUL LANGLIE	2931582	P	600242586
630.13	MARTIN, PAUL LANGLIE	2931582	T	600083586
211.05	MARTIN, PAUL LANGLIE	2931582	T	600085856
-741.40	MARTIN, PAUL LANGLIE	2931582	T	600088122
-23.41	MARTIN, PAUL LANGLIE	2931582	T	600088122
60.38	MARTIN, PAUL LANGLIE	2931582	T	600088122
-60.38	MARTIN, PAUL LANGLIE	2931582	T	600091926
411.09	MARTIN, PAUL LANGLIE	2931582	T	600091926
208.85	MARTIN, PAUL LANGLIE	2931582	T	600092985

The “No” Reconciliation Status

Fund Code: 2931886

Reconciliation Status:

No

Reconciliation Item	Dates Applied *	SAP Amount	Maestro Amount
SAP -> MC (All SAP Transactions Checked Against MC for Match)	SAP: 04/01/2018 - 06/30/2018 MC: 04/02/2018 - 07/01/2018	8,251.97	7,261.89
MC -> SAP (All MC Transactions Checked Against SAP for Match)	MC: 04/01/2018 - 06/30/2018 SAP: 03/31/2018 - 06/29/2018	8,946.06	7,955.98

* Reconciliation dates are adjusted to account for differences in posting dates between SAP and MaestroCare.

Links:

[SAP View All Transactions](#)

[MC View All Transactions](#)

[Prof Billing Charge Detail](#)

[Hosp Billing Charge Detail](#)

Reconciliation Details (if issues or special circumstances found):

Fund Code: 2931886, Transaction Amount: 222.4. Found 1 occurrence(s) in SAP, 0 occurrence(s) in MaestroCare
Fund Code: 2931886, Transaction Amount: 736.96. Found 1 occurrence(s) in SAP, 0 occurrence(s) in MaestroCare
Fund Code: 2931886, Transaction Amount: 30.72. Found 1 occurrence(s) in SAP, 0 occurrence(s) in MaestroCare

If the report cannot reconcile the two systems, it will return “No” as the status, and list the mismatches in the Reconciliation Details section, and the amounts are highlighted in the Charge Listing section to allow them to be investigated.

Line Item Text	Charge Total
OBID 000616460381 SPECTRUM SPI POZ 202 RESEARCH	694.09
OBID 000617375900 SPECTRUM SPI POZ 202 RESEARCH	28.64
HB PB GRANT BILLING OBID 000618341117	136.64
HB PB GRANT BILLING OBID 000618341116	190.40
HB PB GRANT BILLING OBID 000618340969	1,637.44
HB PB GRANT BILLING OBID 000619280624	124.16
HB PB GRANT BILLING OBID 000619280459	296.58
HB PB GRANT BILLING OBID 000620219093	100.12
HB PB GRANT BILLING OBID 000621187192	50.06
HB PB GRANT BILLING OBID 000621187416	102.40
HB PB GRANT BILLING OBID 000621187409	102.40
HB PB GRANT BILLING OBID 000621187411	136.64
HB PB GRANT BILLING OBID 000621187228	136.64
HB PB GRANT BILLING OBID 000621187227	190.40
HB PB GRANT BILLING OBID 000621187410	190.40
HB PB GRANT BILLING OBID 000622204177	124.16
HB PB GRANT BILLING OBID 000622204059	1,341.39
HB PB GRANT BILLING OBID 000623093993	100.12
HB PB GRANT BILLING OBID 000624210082	150.21
HB PB GRANT BILLING OBID 000625056493	30.72
HB PB GRANT BILLING OBID 000625056491	222.40
HB PB GRANT BILLING OBID 000625056409	603.03
HB PB GRANT BILLING OBID 000625056492	736.96
HB PB GRANT BILLING OBID 000625076106	502.01

Likely causes for activity in SAP but not in MaestroCare is that

- (1) the transactions were subsequently reversed in SAP in a different period
- (2) Payment was not matched to a MaestroCare charge

In this case, the total of the unreconciled transactions is 990.08.

SAP Amount	Maestro Amount	Difference
8,251.97	7,261.89	990.08

To troubleshoot, note the “View All SAP Transactions” and “View All MC Transactions” links display transactions from each system for **all** time.

Fund Code: 2931886

Reconciliation Status:

No

Reconciliation Item	Dates Applied *	SAP Amount	Maestro Amount
SAP -> MC (All SAP Transactions Checked Against MC for Match)	SAP: 04/01/2018 - 06/30/2018 MC: 04/02/2018 - 07/01/2018	8,251.97	7,261.89
MC -> SAP (All MC Transactions Checked Against SAP for Match)	MC: 04/01/2018 - 06/30/2018 SAP: 03/31/2018 - 06/29/2018	8,946.06	7,955.98

* Reconciliation dates are adjusted to account for differences in posting dates between SAP and MaestroCare.

Links:

[SAP View All Transactions](#)

[MC View All Transactions](#)

[Prof Billing Charge Detail](#)

[Hosp Billing Charge Detail](#)

Viewing all SAP transactions and searching on the mismatched amount, we find a reversal in that amount posting on July 14 (the reconciliation logic, run for 4Q, could not find this transaction).

A	B	M	N	O	P
SAP Activity	Fund Code: 2931886				
1					
2	Document Date	Fund Code	Line Item Text	Charge Total	
3	7/28/2018	2931886	HB PB GRANT BILLING OBID 000632840013	-390.87	
4	7/28/2018	2931886	HB PB GRANT BILLING OBID 000632840282	48.96	
48	7/14/2018	2931886	HB PB GRANT BILLING OBID 000630968233	-990.08	
49	7/14/2018	2931886	HB PB GRANT BILLING OBID 000630967931	-2.49	

Below is another example of a reversal in SAP occurring in a different period.

Fund Code: 2930694

Reconciliation Status:

No

Reconciliation Item	Dates Applied *	SAP Amount	Maestro Amount	Difference
SAP -> MC (All SAP Transactions Checked Against MC for Match)	SAP: 06/01/2018 - 06/30/2018 MC: 06/02/2018 - 07/01/2018	606.56	0.00	606.56
MC -> SAP (All MC Transactions Checked Against SAP for Match)	MC: 06/01/2018 - 06/30/2018 SAP: 05/31/2018 - 06/29/2018	606.56	0.00	-606.56

* Reconciliation dates are adjusted to account for differences in posting dates between SAP and MaestroCare.

Links:

[SAP View All Transactions](#)

[MC View All Transactions](#)

[Prof Billing Charge Detail](#)

[Hosp Billing Charge Detail](#)

Reconciliation Details (if issues or special circumstances found):

Fund Code: 2930694, Transaction Amount: 606.56. Found 1 occurrence(s) in SAP, 0 occurrence(s) in MaestroCare

Fund Code: 2930694

Reconciliation Status: **No**

Reconciliation Item	Dates Applied *	SAP Amount	Maestro Amount	Difference
SAP -> MC (All SAP Transactions Checked Against MC for Match)	SAP: 06/01/2018 - 06/30/2018 MC: 06/02/2018 - 07/01/2018	606.56	0.00	606.56
MC -> SAP (All MC Transactions Checked Against SAP for Match)	MC: 06/01/2018 - 06/30/2018 SAP: 05/31/2018 - 06/29/2018	606.56	0.00	-606.56

* Reconciliation dates are adjusted to account for differences in posting dates between SAP and MaestroCare.

Links:

[SAP View All Transactions](#) [MC View All Transactions](#) [Prof Billing Charge Detail](#) [Hosp Billing Charge Detail](#)

3/31/2018	2930694	NOVARTIS PHARMACEUTICALS CLINICAL TRIAL	696400	OUTPATIEN
3/29/2018	2930694	NOVARTIS PHARMACEUTICALS CLINICAL TRIAL	696400	OUTPATIEN

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OBID 000616460203 APHERESIS FOR CTL019 RESEARCH	-303.28
OBID 000615484250 APHERESIS FOR CTL019 RESEARCH	-303.28

Fund Code Changes

Fund codes being changed in the middle of a month/quarter will often result in a failed reconciliation, as the date of the fund code change on the MaestroCare research record is not indicative of the actual date of the fund code change in SAP.

The report attempts to identify when fund codes have changed in MaestroCare, providing a column for the fund code as of the post date, and the Current Fund Code for the study.

If a different fund code is noted in MaestroCare on the report, it is recommended to run both individually and manually review the results.

MC Charges (SAP -> MC) Fund Code: **2931924** Dates: 04/01/2018 - 07/01/2018

Post Date	Fund Code (as of Post Dt)	Study Name
4/1/2018	4410583	Tesaro 3000
4/10/2018	4410583	Tesaro 3000
4/10/2018	4410583	Tesaro 3000
4/16/2018	4410583	Tesaro 3000
4/23/2018	4410583	Tesaro 3000
4/23/2018	4410583	Tesaro 3000
5/7/2018	2931924	Tesaro 3000

