

Compass guidance - Identifying baseline activity

How to find your Monthly Statements as a Provider

To find your monthly statements as a provider:

- Log in to [Compass](#)
- Navigate to the 'Payments' Folder
- Select 'Monthly Statements'

If you know your contract number, you can type this into the appropriate field or you can use the magnifying glass to search for it.

If you want to see all your pay statements, you do not need to enter your contract number. Instead, just click on 'Search'.

Your pay statements will be listed with the newest on the top:

You can sort the columns to change the order if you wish.

You can use the search field to filter the results if you are looking for a specific month.

Click on 'View' to display the pay statement.

Tip:

Watch our YouTube tutorial for a step-by-step guide to finding your monthly statements as a provider:

<https://www.youtube.com/watch?v=rJ1ryY5ePwE&feature=youtu.be>

Identifying baseline activity volumes

You should look at the contract pay statements for the periods August 2019 (192005) and September 2019 (192006). To do this:

- Open Provider schedule for each period by selecting 'View'
- Navigate to the page 'Provider Summary (Current financial year)'

In the Provider Summary, the 'Forms' column shows the number of FP17s for the various charge bands. The total of this column is the number of forms processed for

the schedule period. 'Late Submitted Forms' have been excluded from the forms figures and any orthodontic treatment should be excluded from the total.

PROVIDER SUMMARY (CURRENT FINANCIAL YEAR)					
UNITS OF DENTAL ACTIVITY INFORMATION (ALL PERFORMERS)					
Band		Forms	Weighting	No of Units	
1	Child	52	1.00	52.00	
1	Adult	3	1.00	3.00	
2	Child	18	3.00	54.00	
2	Adult	5	3.00	15.00	
3	Child	0	0.00	0.00	
3	Adult	0	0.00	0.00	
1*	Child	1	1.20	1.20	* = Urgent Treatment
1*	Adult	1	1.20	1.20	
	Advice Only	0	0.00	0.00	
Reg11	Child	0	0.00	0.00	
Reg11	Adult	0	0.00	0.00	
	Prescriptions Issued	1	0.00	0.00	Dom. Services 0
	Denture Repairs	2	1.00	2.00	Sedation Services 0
	Bridge Repairs	0	0.00	0.00	Further Treatment 0
	Removal of Sutures	0	0.00	0.00	Incomplete Trmt 1
	Arrest of Bleeding	0	0.00	0.00	Guaranteed Trmt 0
	Late Submitted Forms	0			
	No of Deletions	1			
	General Units Total this Month			131.40	
	Deletion Units			-3.00	
	Net General Units			128.40	