WA416 EXTRA PERSON RECORD ON OVERRIDE EDBC

Defect # 34511 When overriding an EDBC result, on the Medical EDBC Override Detail, KEES will sometimes add a "blank" Person record for people that are on the case but are not within the Program Block. In this scenario the "blank" Person record(s) must be removed prior to saving the Override Detail page.

1. From the EDBC Results page, click **Override Medical Summary** on the **Medical EDBC Summary** page. The **Medical EDBC Override List** page displays.
2. Click **Override** next to the **Test Budget**. The **Medical EDBC Override Detail** page displays.
3. From the **Medical EDBC Override Detail** page:
   - Make any appropriate updates requiring the override.
4. An additional person may appear in the User Override section, usually without the name listed. If no additional individuals should be in the Program Block, simply click the box to the left of the "blank" Person and click the **Remove** button. Failure to do this will result in an error message that the "blank" person needs a Role and Role Reason.
5. Click the **Save and Return** button. The **Medical EDBC Override List** page appears.
6. From the **EDBC Override Reason** drop-down menu, select *Administrative Decision*.
7. Click the **Save and Return** button. The **Medical EDBC Summary** page displays.
8. If the EDBC Results are correct, click the **Accept** button. The **EDBC List** page displays.
9. Click **Save and Continue**. The **Case Summary** page displays.
10. See Manual NOA Generation for detailed steps on sending a notice.

Document Change Log

Date	Version	Author	Change Description
06/18/2015	2.7	C. Correll	Initial Draft completed
06/23/2015	2.7.1	J. Estes	Updated to apply to multiple programs

*Update version/date in document footer.