

Correcting BAH

Introduction This guide provides the procedures for Correcting BAH transactions in Direct Access. This includes changes to the effective date, BAH Change, BAH Qtr Status or Zip Code. This does not apply to the status (active/inactive).

In Range vs. Out-of-Range If the correction is In Range (the entire affected period is within 24 pay periods or 1 year), follow the steps in this guide and all changes should be processed by the automated system.

If the correction is Out-of-Range (the affected period includes dates older than 24 pay periods or 1 year), the system will correct the most recent 24 pay calendars but a PPC Customer Care ticket must be submitted so all earlier calendars can be manually adjusted by PPC-MAS.

Timing **NOTE: THIS COMPLETE PROCESS MUST BE DONE WITHIN THE SAME PAY PERIOD TO PREVENT PAY PROBLEMS! PPC (MAS) RECOMMENDS COMPLETING THE ENTIRE PROCESS WITHIN 10 MINUTES. FAILURE TO COMPLETE CORRECTIVE ACTIONS IN PROPER SEQUENCE AND TIMING MAY RESULT IN OVERPAYMENTS/UNDERPAYMENTS.**

Correct the BAH row(s), from oldest to newest.

1. Correct the oldest BAH row.
 2. Approve the correction.
 3. Repeat steps 1 & 2 until the entire period is corrected.
-

Content

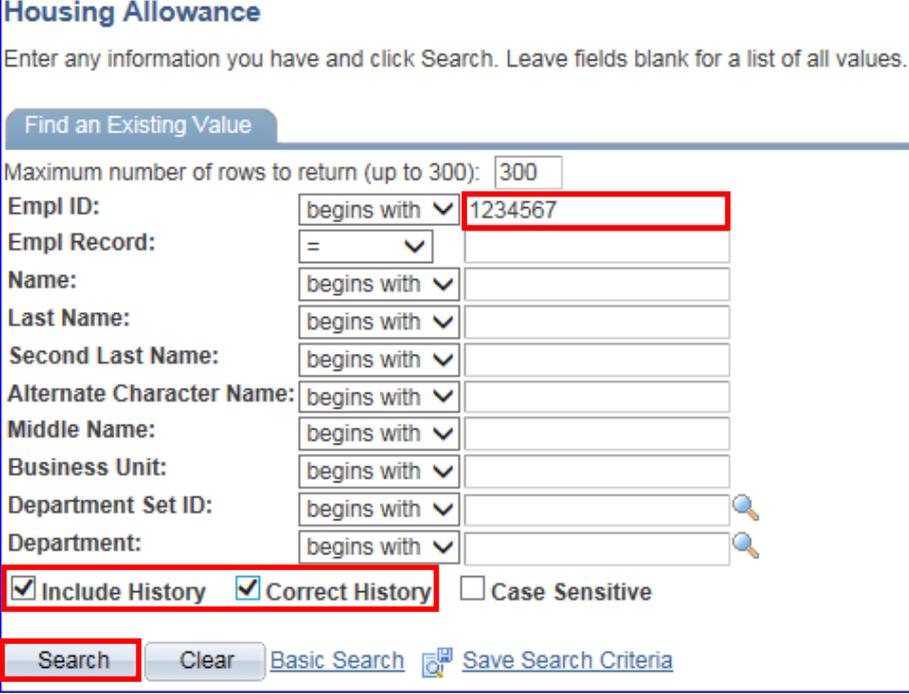
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In Range Correction

Introduction This section provides the procedures for an In Range (the entire affected period is within 24 pay periods or 1 year) correction.

Scenario: BAH was started with BAH Qtr Status G. It should have been BAH Qtr Status L. **Make sure the dependent has been added before changing the BAH Qtr Status.**

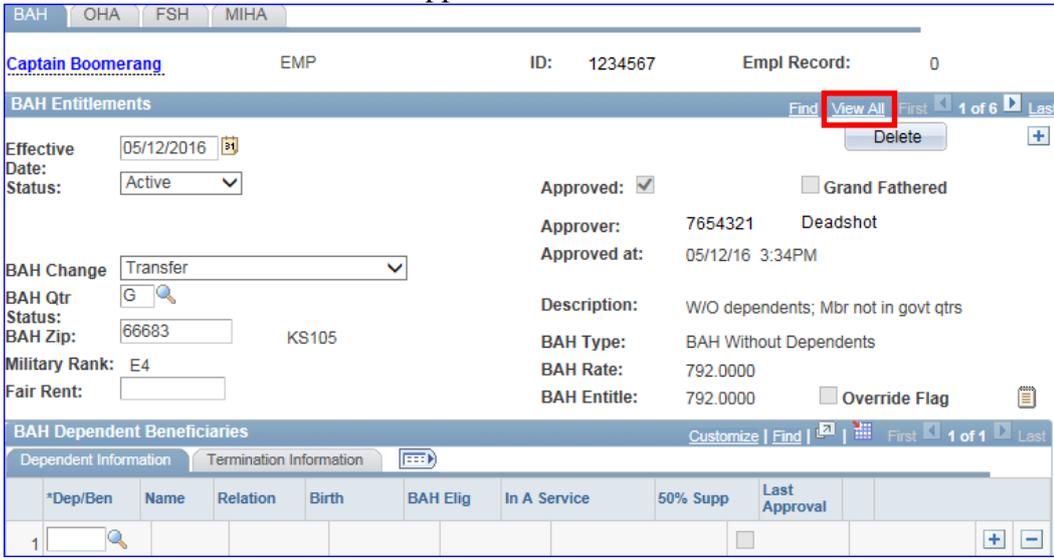
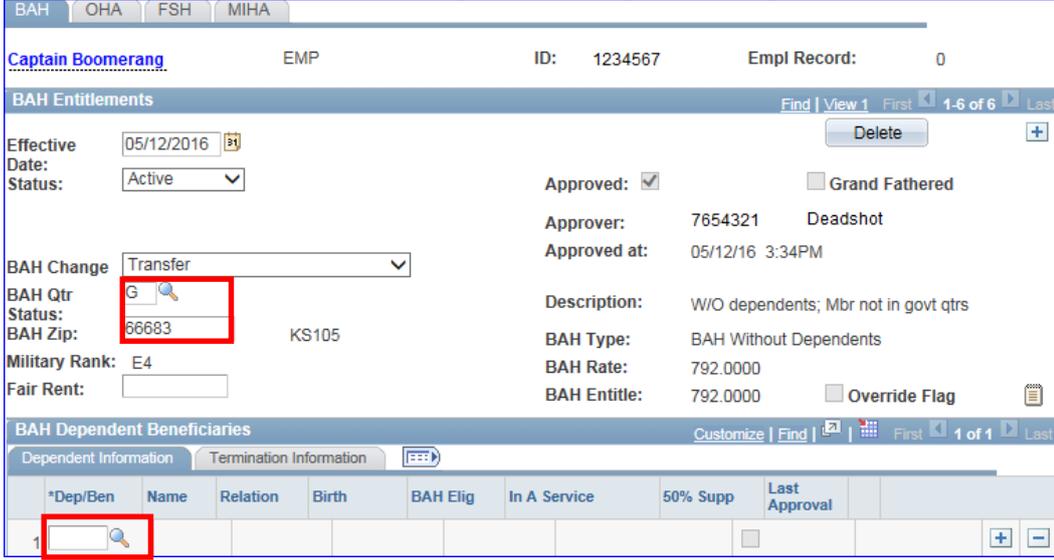
Procedures See below.

Step	Action
1	<p>Select the Housing Allowance link from the Active & Reserve Pay Shortcuts pagelet.</p> 
2	<p>Enter the Empl ID, click the Include History and Correct History boxes, and then click Search.</p> 

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In Range Correction, Continued

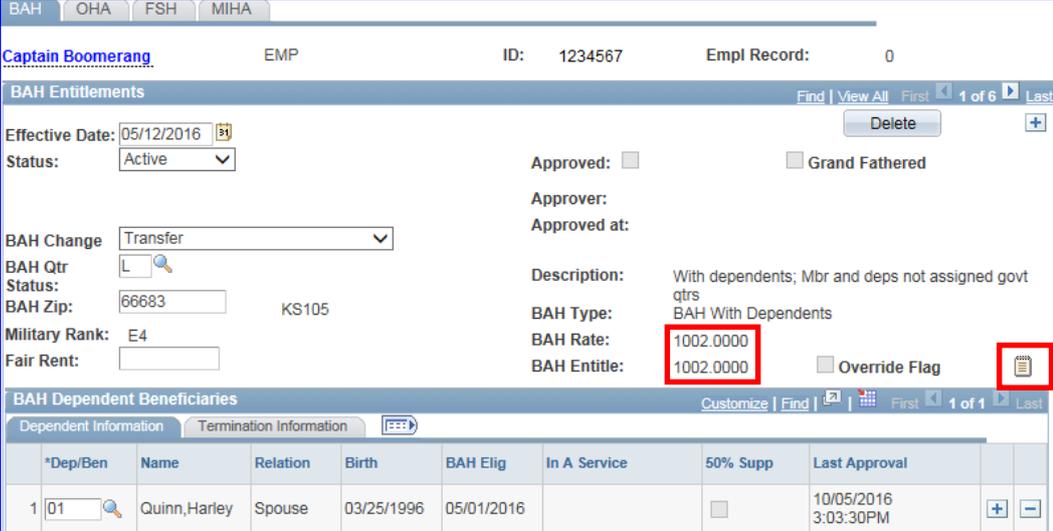
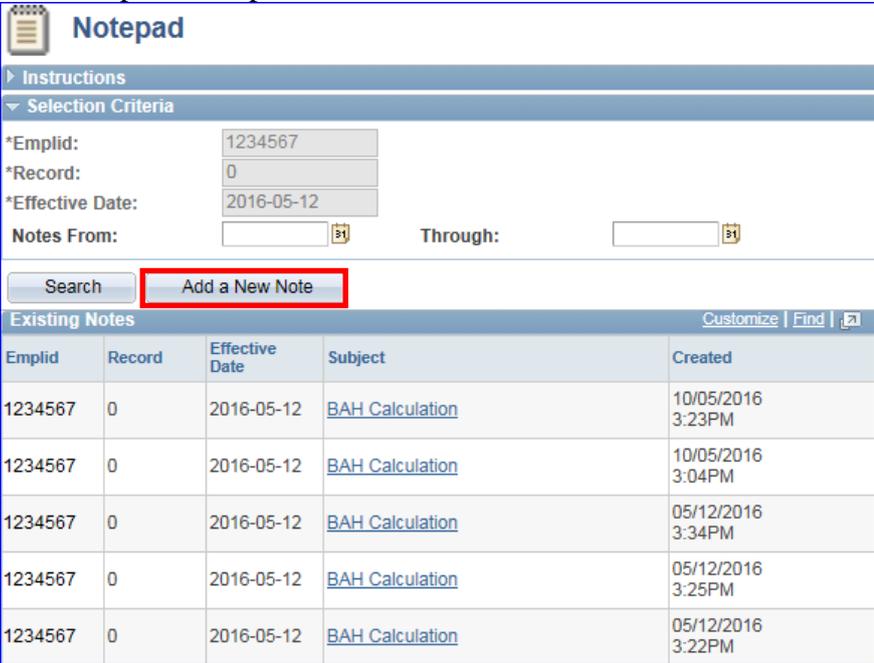
Procedures,
continued

Step	Action
3	<p>The most recent BAH row will appear. Click View All.</p>  <p>The screenshot shows the BAH Entitlements section for 'Captain Boomerang' (EMP, ID: 1234567). The 'View All' button is highlighted with a red box. Other visible fields include Effective Date (05/12/2016), Status (Active), BAH Change (Transfer), BAH Qtr (G), BAH Zip (66683), Military Rank (E4), and BAH Rate (792.0000).</p>
4	<p>Before making any changes, use this guide to take a screenshot of ALL affected BAH rows using the Snipping Tool. Change the BAH Qtr Status, verify the BAH Zip is correct and add the Dependent using the lookup.</p>  <p>The screenshot shows the same BAH Entitlements page. Red boxes highlight the BAH Qtr Status field (G), the BAH Zip field (66683), and the Dependent lookup field in the BAH Dependent Beneficiaries table.</p>
5	<p>Once the correction has been made, scroll down to the bottom of the page and click Save.</p>  <p>The screenshot shows the bottom of the page with the 'Save' button highlighted with a red box. Other buttons visible include 'Return to Search', 'Notify', 'Update/Display', 'Include History', and 'Correct History'.</p>

Continued on next page

In Range Correction, Continued

Procedures, continued

Step	Action																														
6	<p>Once saved, the new BAH Rate/Entitlement will populate and it will be routed to the SPO tree for approval. Click on the Notepad.</p>  <p>The screenshot shows the 'BAH Entitlements' form for 'Captain Boomerang' (EMP ID: 1234567). The 'BAH Rate' and 'BAH Entitlement' fields are both set to 1002.0000. The 'BAH Type' is 'BAH With Dependents'. A 'Notepad' icon is highlighted in the bottom right corner of the form.</p>																														
7	<p>The Notepad will open a new window. Click Add a New Note.</p>  <p>The screenshot shows the 'Notepad' application window. The 'Add a New Note' button is highlighted in red. The window displays 'Selection Criteria' with fields for *Emplid (1234567), *Record (0), and *Effective Date (2016-05-12). Below the criteria is a table of 'Existing Notes'.</p> <table border="1" data-bbox="316 1485 1190 1809"> <thead> <tr> <th>Emplid</th> <th>Record</th> <th>Effective Date</th> <th>Subject</th> <th>Created</th> </tr> </thead> <tbody> <tr> <td>1234567</td> <td>0</td> <td>2016-05-12</td> <td>BAH Calculation</td> <td>10/05/2016 3:23PM</td> </tr> <tr> <td>1234567</td> <td>0</td> <td>2016-05-12</td> <td>BAH Calculation</td> <td>10/05/2016 3:04PM</td> </tr> <tr> <td>1234567</td> <td>0</td> <td>2016-05-12</td> <td>BAH Calculation</td> <td>05/12/2016 3:34PM</td> </tr> <tr> <td>1234567</td> <td>0</td> <td>2016-05-12</td> <td>BAH Calculation</td> <td>05/12/2016 3:25PM</td> </tr> <tr> <td>1234567</td> <td>0</td> <td>2016-05-12</td> <td>BAH Calculation</td> <td>05/12/2016 3:22PM</td> </tr> </tbody> </table>	Emplid	Record	Effective Date	Subject	Created	1234567	0	2016-05-12	BAH Calculation	10/05/2016 3:23PM	1234567	0	2016-05-12	BAH Calculation	10/05/2016 3:04PM	1234567	0	2016-05-12	BAH Calculation	05/12/2016 3:34PM	1234567	0	2016-05-12	BAH Calculation	05/12/2016 3:25PM	1234567	0	2016-05-12	BAH Calculation	05/12/2016 3:22PM
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In Range Correction, Continued

Procedures, continued

Step	Action																
8	<p>Be as specific as possible with the subject and the note text. This will help the auditor and anyone else researching this transaction in the future. Below is a suggested example of a detailed note. Click Save.</p> <div data-bbox="316 595 1369 1061" style="border: 1px solid blue; padding: 5px;"> <p>Selected Note</p> <p>Instructions</p> <p>Selected Performance Note</p> <p>Applications</p> <table border="0"> <tr> <td>Emplid:</td> <td>1234567</td> <td>Created:</td> <td>10/05/2016 3:35PM</td> </tr> <tr> <td>Record:</td> <td>0</td> <td>Creator:</td> <td>Rick Flag</td> </tr> <tr> <td>Effective Date:</td> <td>2016-05-12</td> <td>Updated:</td> <td></td> </tr> <tr> <td></td> <td></td> <td>by:</td> <td></td> </tr> </table> <p>Subject: BAH Correction</p> <p>Note Text: Just found out member got married en route on 5/1/16. Incorrect BAH Qtr Status of G was entered when he reported in on 5/12/16. Used Correct History mode to change to BAH Qtr Status of L and add his spouse on 10/5/16.</p> <p style="text-align: center;">Save</p> </div>	Emplid:	1234567	Created:	10/05/2016 3:35PM	Record:	0	Creator:	Rick Flag	Effective Date:	2016-05-12	Updated:				by:	
Emplid:	1234567	Created:	10/05/2016 3:35PM														
Record:	0	Creator:	Rick Flag														
Effective Date:	2016-05-12	Updated:															
		by:															
9	The SPO auditor should approve the new BAH row immediately.																
10	<p>Once approved, the new BAH row will look like this.</p> <div data-bbox="316 1173 1369 1715" style="border: 1px solid blue; padding: 5px;"> <p>BAH OHA FSH MIHA</p> <p>Captain Boomerang EMP ID: 1234567 Empl Record: 0</p> <p>BAH Entitlements Find View All First 1 of 6 Last</p> <p>Effective Date: 05/12/2016 Status: Active</p> <p>Approved: <input checked="" type="checkbox"/> Grand Fathered <input type="checkbox"/></p> <p>Approver: 7654321 Deadshot</p> <p>Approved at: 10/05/16 3:23PM</p> <p>BAH Change: Transfer</p> <p>BAH Qtr Status: L</p> <p>BAH Zip: 66683 KS105</p> <p>Military Rank: E4</p> <p>Fair Rent: </p> <p>Description: With dependents; Mbr and deps not assigned govt qtrs</p> <p>BAH Type: BAH With Dependents</p> <p>BAH Rate: 1002.0000</p> <p>BAH Entitle: 1002.0000 Override Flag <input type="checkbox"/></p> <p>BAH Dependent Beneficiaries Customize Find First 1 of 1 Last</p> <table border="1"> <thead> <tr> <th>*Dep/Ben</th> <th>Name</th> <th>Relation</th> <th>Birth</th> <th>BAH Elig</th> <th>In A Service</th> <th>50% Supp</th> <th>Last Approval</th> </tr> </thead> <tbody> <tr> <td>1 01</td> <td>Quinn,Harley</td> <td>Spouse</td> <td>03/25/1996</td> <td>05/01/2016</td> <td></td> <td><input type="checkbox"/></td> <td>10/05/2016 3:03:30PM</td> </tr> </tbody> </table> </div>	*Dep/Ben	Name	Relation	Birth	BAH Elig	In A Service	50% Supp	Last Approval	1 01	Quinn,Harley	Spouse	03/25/1996	05/01/2016		<input type="checkbox"/>	10/05/2016 3:03:30PM
*Dep/Ben	Name	Relation	Birth	BAH Elig	In A Service	50% Supp	Last Approval										
1 01	Quinn,Harley	Spouse	03/25/1996	05/01/2016		<input type="checkbox"/>	10/05/2016 3:03:30PM										

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In Range Correction, Continued

Procedures, continued

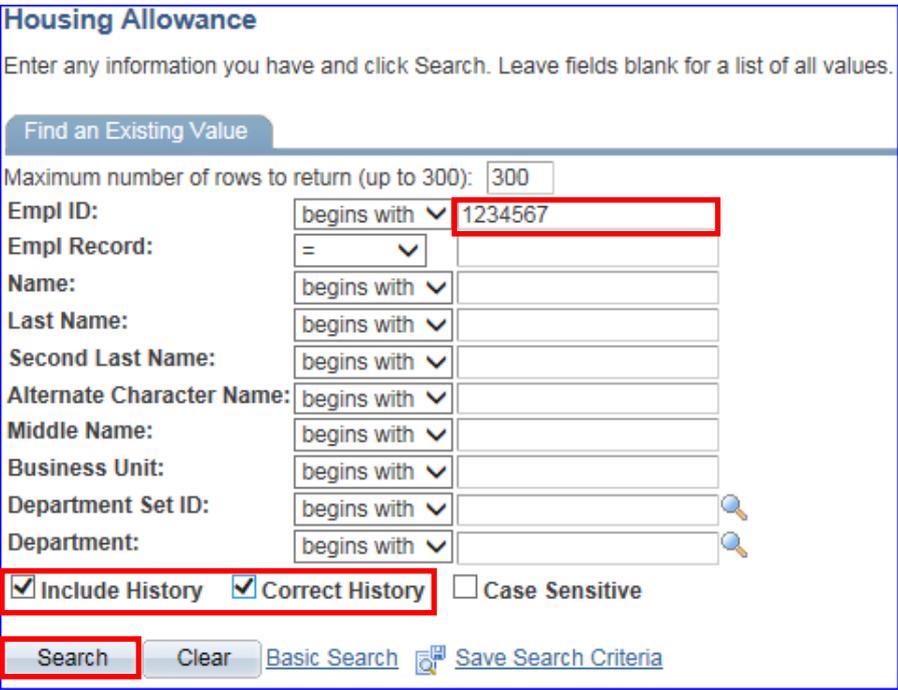
Step	Action																
11	<p>Once the next pay calculation has run, return to the notepad. A note cannot be edited once saved, so a new note must be added to include any additional details about what happened. See example below.</p> <div data-bbox="316 600 1369 1064" style="border: 1px solid blue; padding: 5px;"><p> Selected Note</p><p>Instructions</p><p>Selected Performance Note</p><p>Applications</p><table border="0"><tr><td>Emplid:</td><td>1234567</td><td>Created:</td><td>10/06/2016 4:01PM</td></tr><tr><td>Record:</td><td>0</td><td>Creator:</td><td>Rick Flag</td></tr><tr><td>Effective Date:</td><td>2016-05-12</td><td>Updated:</td><td></td></tr><tr><td></td><td></td><td>by:</td><td></td></tr></table><p>Subject: <input type="text" value="BAH Correction"/></p><p>Note Text: <input type="text" value="Just found out member got married en route on 5/1/16. Incorrect BAH Qtr Status of G was entered when he reported in on 5/12/16. Used Correct History mode to change the BAH Qtr Status to L and add his spouse on 10/5/16."/></p><div style="border: 2px solid red; padding: 2px; margin: 5px 0;">10/6/16: System corrected all previous calendars and generated a credit of \$973 for the member.</div><p><input type="button" value="Save"/></p></div>	Emplid:	1234567	Created:	10/06/2016 4:01PM	Record:	0	Creator:	Rick Flag	Effective Date:	2016-05-12	Updated:				by:	
Emplid:	1234567	Created:	10/06/2016 4:01PM														
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Effective Date:	2016-05-12	Updated:															
		by:															

Out-Of-Range Correction

Introduction This section provides the procedures for an Out-of-Range (the affected period includes dates older than 24 pay periods or 1 year) correction. The system will correct the most recent 24 pay calendars but a PPC Customer Care ticket must be submitted so all earlier calendars can be manually adjusted by PPC-MAS.

Scenario: Member divorced over a year ago and had no other dependents.

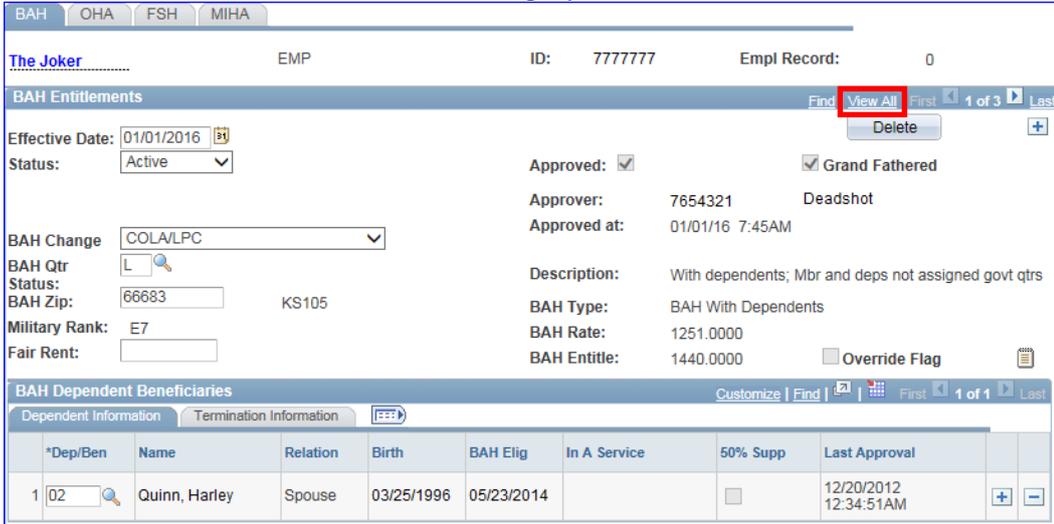
Procedures See below.

Step	Action
1	<p>Select the Housing Allowance link from the Active & Reserve Pay Shortcuts pagelet.</p> 
2	<p>Enter the Empl ID, click the Include History and Correct History boxes, and then click Search.</p> 

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Out-Of-Range Correction, Continued

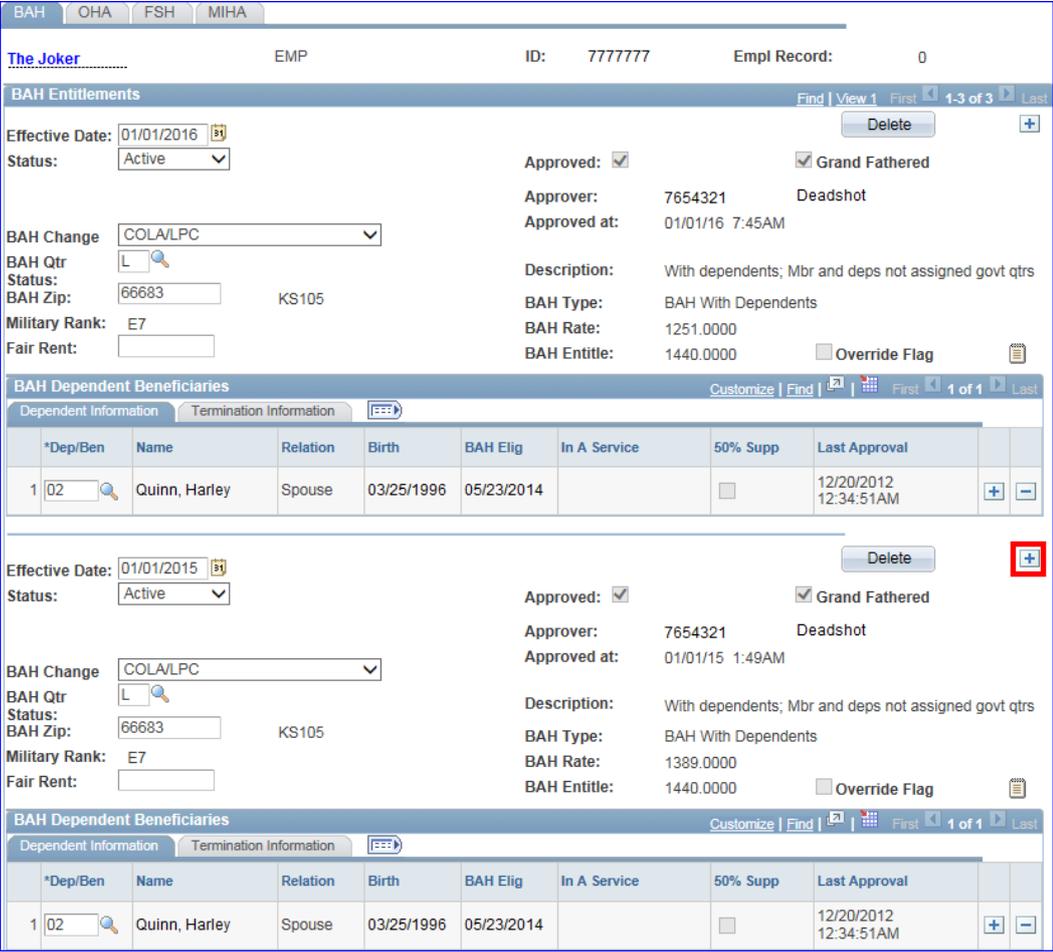
Procedures,
continued

Step	Action																
3	<p>The member's current BAH row will display. Click View All.</p>  <p>BAH Entitlements</p> <p>Effective Date: 01/01/2016 Status: Active BAH Change: COLA/LPC BAH Qtr: L BAH Status: KS105 BAH Zip: 66683 Military Rank: E7 Fair Rent:</p> <p>Approved: <input checked="" type="checkbox"/> Grand Fathered Approver: 7654321 Deadshot Approved at: 01/01/16 7:45AM Description: With dependents; Mbr and deps not assigned govt qtrs BAH Type: BAH With Dependents BAH Rate: 1251.0000 BAH Entitle: 1440.0000 <input type="checkbox"/> Override Flag</p> <p>BAH Dependent Beneficiaries</p> <table border="1"> <thead> <tr> <th>*Dep/Ben</th> <th>Name</th> <th>Relation</th> <th>Birth</th> <th>BAH Elig</th> <th>In A Service</th> <th>50% Supp</th> <th>Last Approval</th> </tr> </thead> <tbody> <tr> <td>1 02</td> <td>Quinn, Harley</td> <td>Spouse</td> <td>03/25/1996</td> <td>05/23/2014</td> <td></td> <td><input type="checkbox"/></td> <td>12/20/2012 12:34:51AM</td> </tr> </tbody> </table>	*Dep/Ben	Name	Relation	Birth	BAH Elig	In A Service	50% Supp	Last Approval	1 02	Quinn, Harley	Spouse	03/25/1996	05/23/2014		<input type="checkbox"/>	12/20/2012 12:34:51AM
*Dep/Ben	Name	Relation	Birth	BAH Elig	In A Service	50% Supp	Last Approval										
1 02	Quinn, Harley	Spouse	03/25/1996	05/23/2014		<input type="checkbox"/>	12/20/2012 12:34:51AM										

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Out-Of-Range Correction, Continued

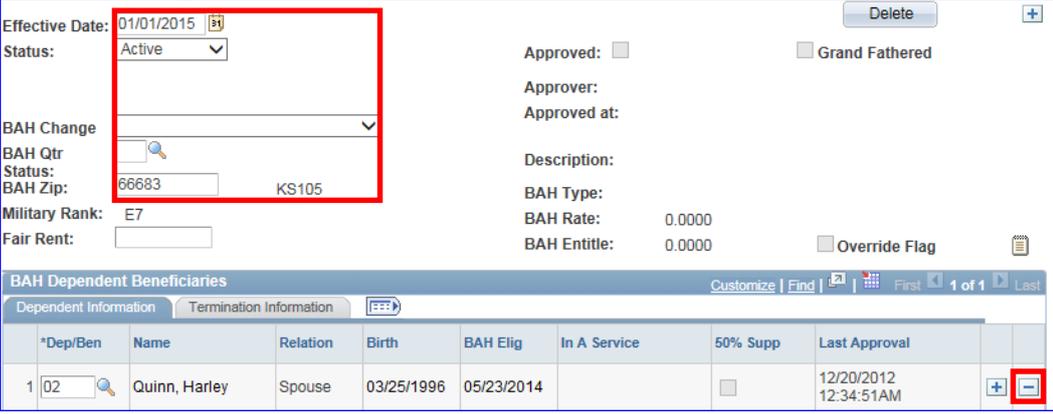
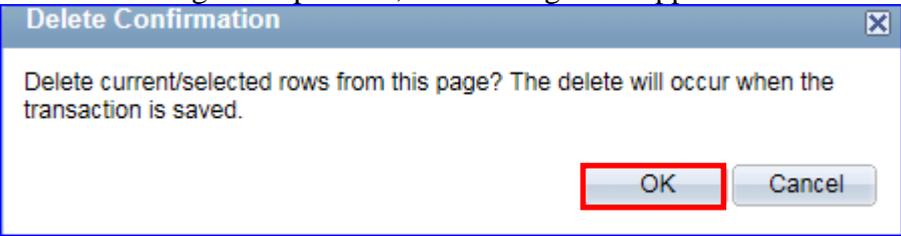
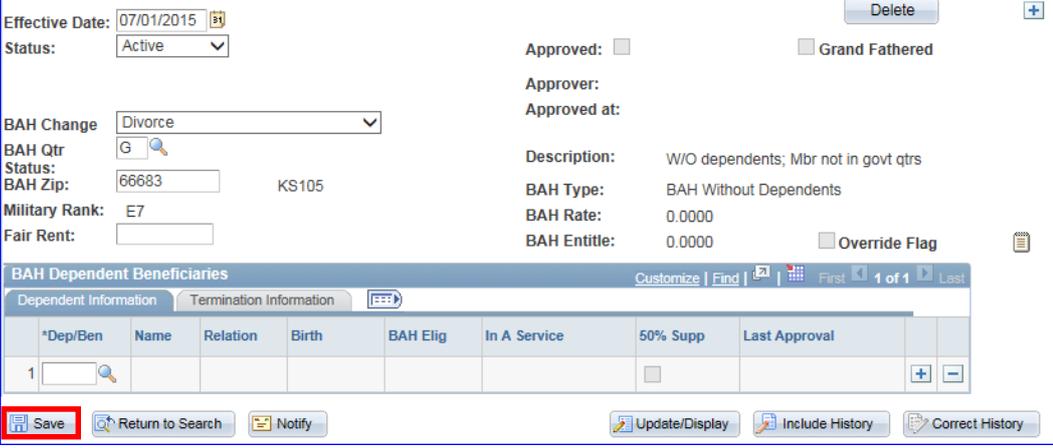
Procedures, continued

Step	Action																
4	<p>All rows will be displayed. Before making any changes, use this guide to take a screenshot of ALL existing rows using the Snipping Tool. The screenshots must be attached to the PPC Customer Care trouble ticket.</p> <p>Since this member divorced in 2015, the divorce row must be added from the existing 2015 BAH row. (Always add the BAH row to the row that is previous to the effective date.) Click Add (plus sign).</p>  <p>The screenshot displays the BAH Entitlements and BAH Dependent Beneficiaries interface for 'The Joker' (EMP ID: 7777777). It shows two rows of BAH entitlements. The top row is for 01/01/2016 and the bottom row is for 01/01/2015. The bottom row has a red box around the '+' icon in the 'Last Approval' column, indicating where to click to add a new row.</p> <table border="1" data-bbox="323 1171 1361 1261"> <thead> <tr> <th>*Dep/Ben</th> <th>Name</th> <th>Relation</th> <th>Birth</th> <th>BAH Elig</th> <th>In A Service</th> <th>50% Supp</th> <th>Last Approval</th> </tr> </thead> <tbody> <tr> <td>1 02</td> <td>Quinn, Harley</td> <td>Spouse</td> <td>03/25/1996</td> <td>05/23/2014</td> <td></td> <td><input type="checkbox"/></td> <td>12/20/2012 12:34:51AM</td> </tr> </tbody> </table>	*Dep/Ben	Name	Relation	Birth	BAH Elig	In A Service	50% Supp	Last Approval	1 02	Quinn, Harley	Spouse	03/25/1996	05/23/2014		<input type="checkbox"/>	12/20/2012 12:34:51AM
*Dep/Ben	Name	Relation	Birth	BAH Elig	In A Service	50% Supp	Last Approval										
1 02	Quinn, Harley	Spouse	03/25/1996	05/23/2014		<input type="checkbox"/>	12/20/2012 12:34:51AM										

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Out-Of-Range Correction, Continued

Procedures,
continued

Step	Action
5	<p>Update the new BAH row with the appropriate information: Effective Date, BAH Change reason, BAH Qtr Status, BAH Zip (if changed) and remember to remove the dependent.</p> 
6	<p>When removing the dependent, this message will appear. Click OK.</p> 
7	<p>Once all changes have been made, scroll down (if necessary) and click Save.</p> 

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Out-Of-Range Correction, Continued

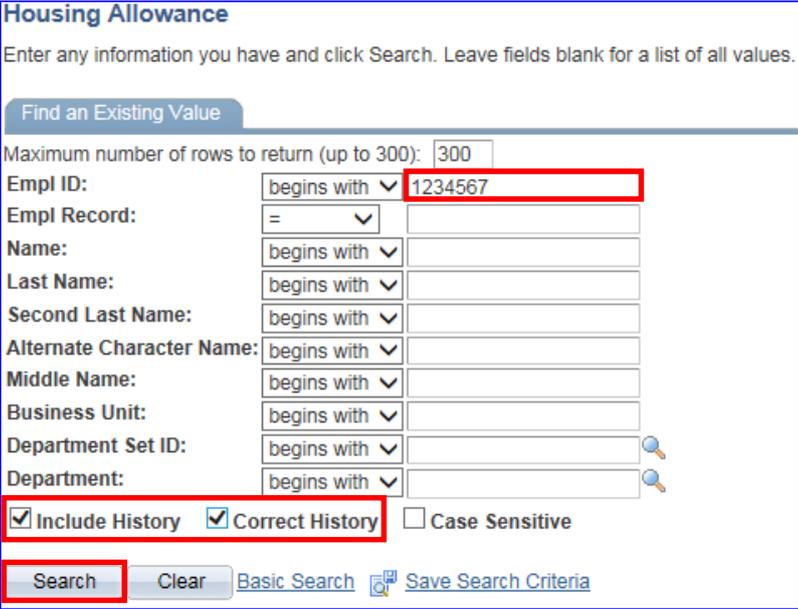
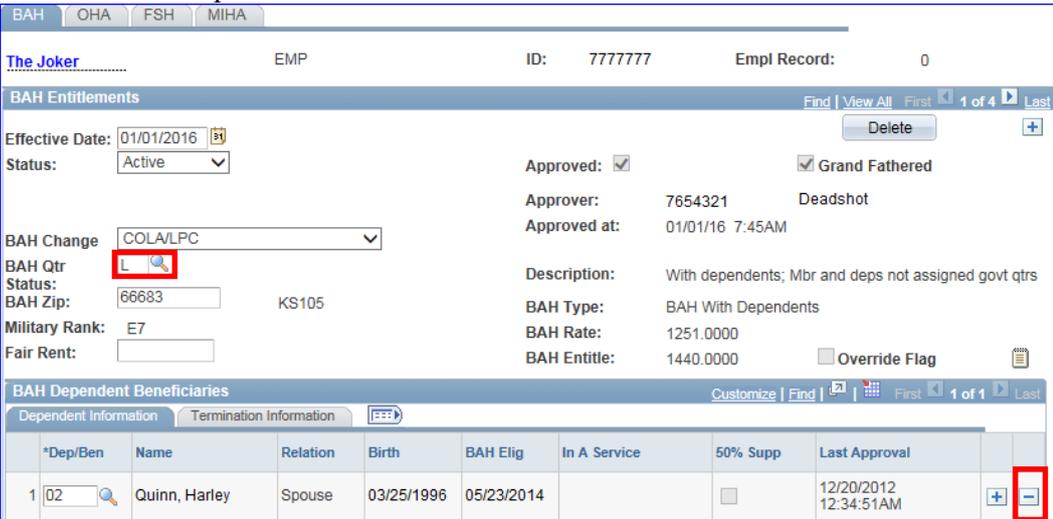
Procedures, continued

Step	Action
8	<p>Once saved, the new BAH Rate/Entitlement will populate and the transaction will be routed to the SPO tree.</p> 
9	<p>The SPO auditor should approve the new BAH row immediately.</p>
10	<p>Once approved, return to the Housing Allowance component to correct the LPC BAH row. Click the Housing Allowance link.</p> 

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Out-Of-Range Correction, Continued

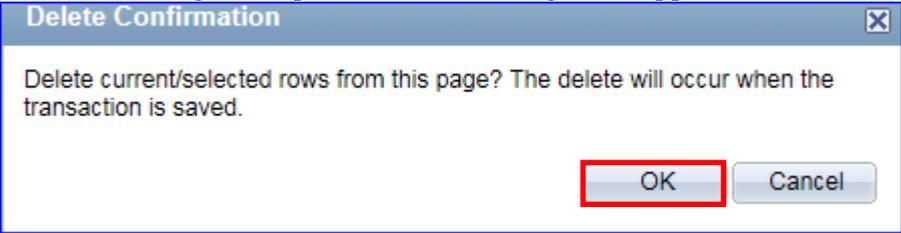
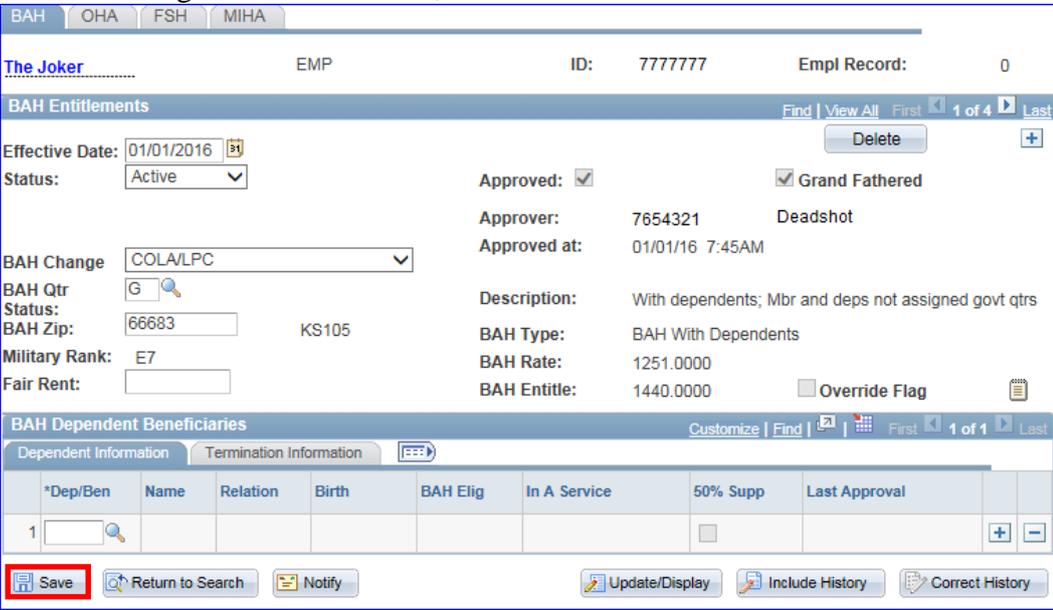
Procedures,
continued

Step	Action																
11	<p>Enter the Empl ID, click the Include History and Correct History boxes, and then click Search.</p>  <p>Housing Allowance Enter any information you have and click Search. Leave fields blank for a list of all values.</p> <p>Find an Existing Value</p> <p>Maximum number of rows to return (up to 300): 300</p> <p>Empl ID: begins with 1234567</p> <p>Empl Record: =</p> <p>Name: begins with</p> <p>Last Name: begins with</p> <p>Second Last Name: begins with</p> <p>Alternate Character Name: begins with</p> <p>Middle Name: begins with</p> <p>Business Unit: begins with</p> <p>Department Set ID: begins with</p> <p>Department: begins with</p> <p><input checked="" type="checkbox"/> Include History <input checked="" type="checkbox"/> Correct History <input type="checkbox"/> Case Sensitive</p> <p>Search Clear Basic Search Save Search Criteria</p>																
12	<p>The most recent BAH row will display. Change the BAH Qtr Status and remove the member's dependent.</p>  <p>BAH OHA FSH MIHA</p> <p>The Joker EMP ID: 7777777 Empl Record: 0</p> <p>BAH Entitlements Find View All First 1 of 4 Last</p> <p>Effective Date: 01/01/2016</p> <p>Status: Active</p> <p>Approved: <input checked="" type="checkbox"/> Grand Fathered</p> <p>Approver: 7654321 Deadshot</p> <p>Approved at: 01/01/16 7:45AM</p> <p>BAH Change: COLA/LPC</p> <p>BAH Qtr Status: L</p> <p>BAH Zip: 66683 KS105</p> <p>Military Rank: E7</p> <p>Fair Rent:</p> <p>Description: With dependents; Mbr and deps not assigned govt qtrs</p> <p>BAH Type: BAH With Dependents</p> <p>BAH Rate: 1251.0000</p> <p>BAH Entitle: 1440.0000 <input type="checkbox"/> Override Flag</p> <p>BAH Dependent Beneficiaries Customize Find First 1 of 1 Last</p> <table border="1"> <thead> <tr> <th>*Dep/Ben</th> <th>Name</th> <th>Relation</th> <th>Birth</th> <th>BAH Elig</th> <th>In A Service</th> <th>50% Supp</th> <th>Last Approval</th> </tr> </thead> <tbody> <tr> <td>1 02</td> <td>Quinn, Harley</td> <td>Spouse</td> <td>03/25/1996</td> <td>05/23/2014</td> <td></td> <td><input type="checkbox"/></td> <td>12/20/2012 12:34:51AM</td> </tr> </tbody> </table>	*Dep/Ben	Name	Relation	Birth	BAH Elig	In A Service	50% Supp	Last Approval	1 02	Quinn, Harley	Spouse	03/25/1996	05/23/2014		<input type="checkbox"/>	12/20/2012 12:34:51AM
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Out-Of-Range Correction, Continued

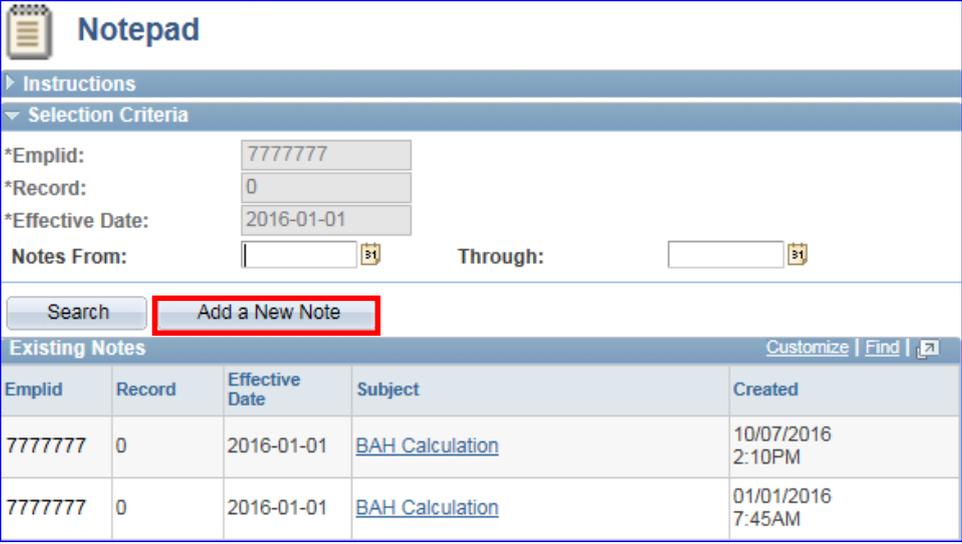
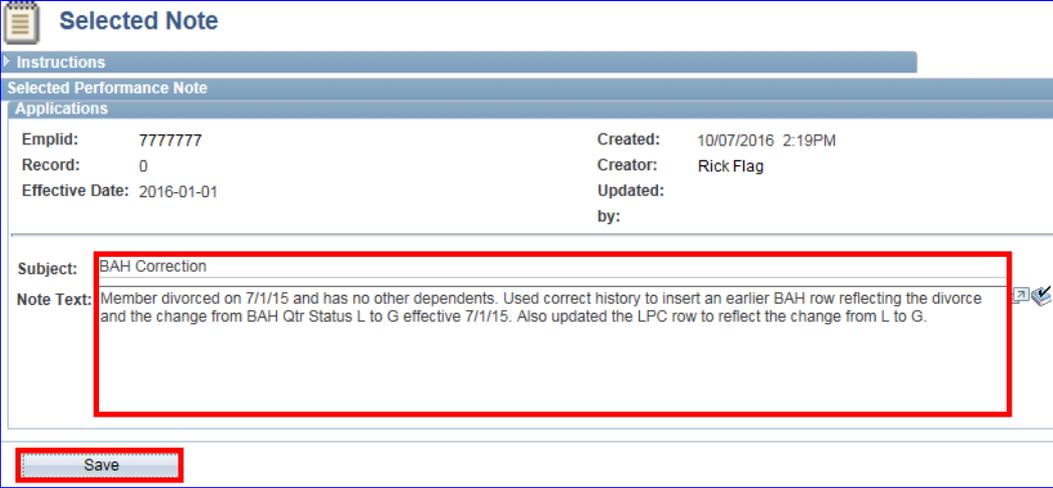
Procedures,
continued

Step	Action
13	<p>When removing the dependent, this message will appear. Click OK.</p> 
14	<p>Once all changes have been made, click Save.</p> 
15	<p>Once saved, the new BAH Rate/Entitlement will populate and the transaction will be routed to the SPO tree. Click the Notepad to add a new note.</p> 

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Out-Of-Range Correction, Continued

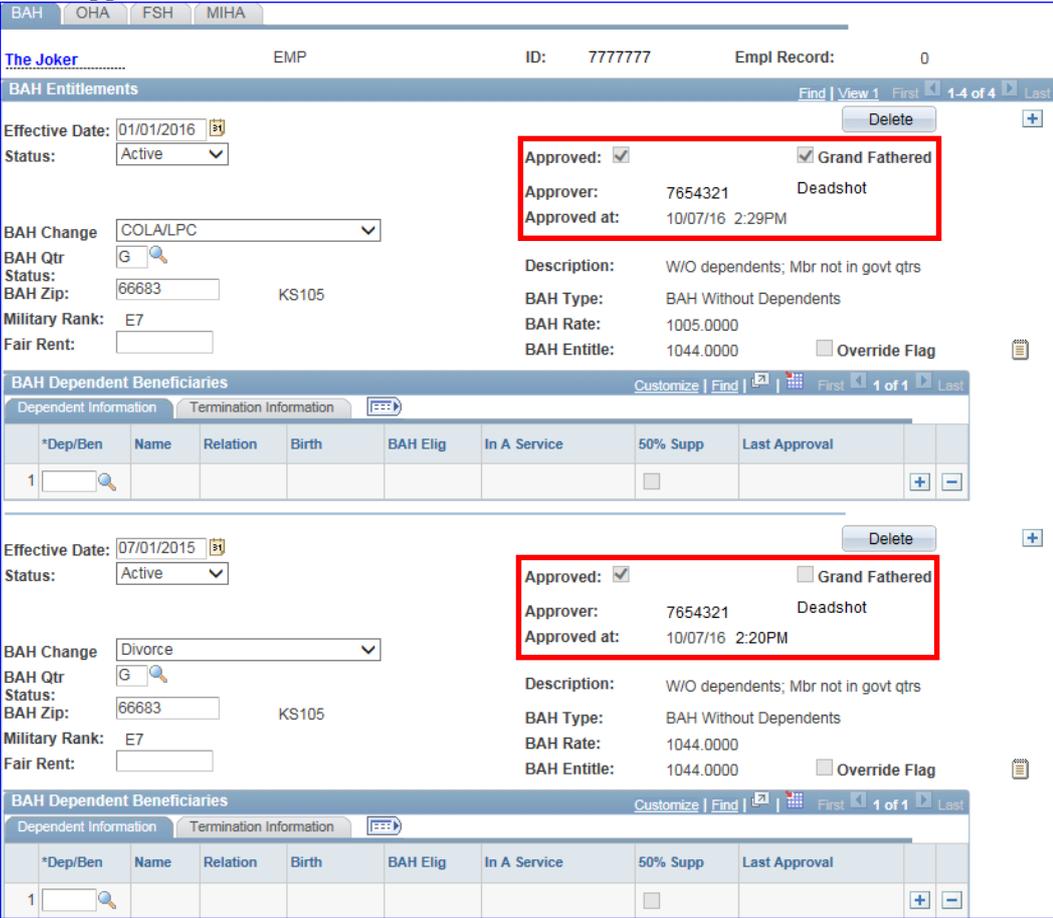
Procedures,
continued

Step	Action															
<p>16</p>	<p>The Notepad will open a new window. Click Add a New Note.</p>  <p>The screenshot shows a Notepad window with the following details:</p> <ul style="list-style-type: none"> Selection Criteria: <ul style="list-style-type: none"> *Emplid: 7777777 *Record: 0 *Effective Date: 2016-01-01 Notes From: [] Through: [] Buttons: Search, Add a New Note (highlighted with a red box) Existing Notes Table: <table border="1"> <thead> <tr> <th>Emplid</th> <th>Record</th> <th>Effective Date</th> <th>Subject</th> <th>Created</th> </tr> </thead> <tbody> <tr> <td>7777777</td> <td>0</td> <td>2016-01-01</td> <td>BAH Calculation</td> <td>10/07/2016 2:10PM</td> </tr> <tr> <td>7777777</td> <td>0</td> <td>2016-01-01</td> <td>BAH Calculation</td> <td>01/01/2016 7:45AM</td> </tr> </tbody> </table> 	Emplid	Record	Effective Date	Subject	Created	7777777	0	2016-01-01	BAH Calculation	10/07/2016 2:10PM	7777777	0	2016-01-01	BAH Calculation	01/01/2016 7:45AM
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7777777	0	2016-01-01	BAH Calculation	10/07/2016 2:10PM												
7777777	0	2016-01-01	BAH Calculation	01/01/2016 7:45AM												
<p>17</p>	<p>Be as specific as possible with the subject and the note text. This will help the auditor and anyone else researching this transaction in the future. Below is a suggested example of a detailed note. Click Save.</p>  <p>The screenshot shows a Selected Note window with the following details:</p> <ul style="list-style-type: none"> Subject: BAH Correction Note Text: Member divorced on 7/1/15 and has no other dependents. Used correct history to insert an earlier BAH row reflecting the divorce and the change from BAH Qtr Status L to G effective 7/1/15. Also updated the LPC row to reflect the change from L to G. (The text area is highlighted with a red box) Metadata: <ul style="list-style-type: none"> Emplid: 7777777 Record: 0 Effective Date: 2016-01-01 Created: 10/07/2016 2:19PM Creator: Rick Flag Updated: by: Buttons: Save (highlighted with a red box) 															
<p>18</p>	<p>The SPO Auditor should approve the new BAH row immediately.</p>															

Continued on next page

Out-Of-Range Correction, Continued

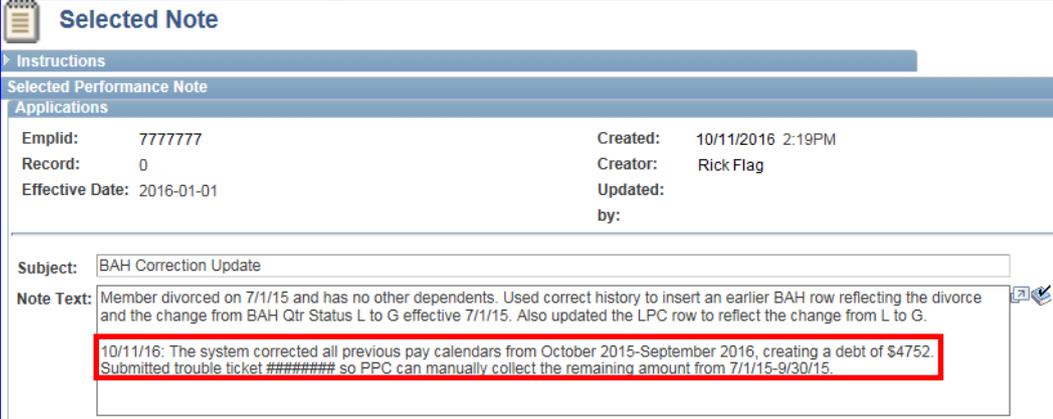
Procedures,
continued

Step	Action
<p>19</p>	<p>Once approved, the new BAH rows will look like this.</p>  <p>The screenshot shows two BAH Entitlements rows. The first row is for 'The Joker' with an effective date of 01/01/2016 and status 'Active'. The second row is for 'The Joker' with an effective date of 07/01/2015 and status 'Active'. Both rows have 'Approved' checked and 'Grand Fathered' checked. The 'Approved at' date is 10/07/16 2:29PM for the first row and 10/07/16 2:20PM for the second row. The 'BAH Change' is 'COLA/LPC' for the first row and 'Divorce' for the second row. The 'BAH Qtr' is 'G' for both. The 'BAH Zip' is '66683' and 'KS105' for both. The 'Military Rank' is 'E7' for both. The 'Fair Rent' is empty for both. The 'BAH Type' is 'BAH Without Dependents' for both. The 'BAH Rate' is '1005.0000' for the first row and '1044.0000' for the second row. The 'BAH Entitle' is '1044.0000' for both. The 'Override Flag' is unchecked for both. The 'BAH Dependent Beneficiaries' table is empty for both rows.</p>
<p>20</p>	<p>Submit a trouble ticket to PPC explaining everything that happened and attach the appropriate screenshots.</p>

Continued on next page

Out-Of-Range Correction, Continued

Procedures, continued

Step	Action						
21	<p>Once a pay calculation has run, return to the notepad. A note cannot be edited once saved, so a new note must be added to include any additional details about what happened. See example below.</p> <div data-bbox="316 600 1369 1019" style="border: 1px solid blue; padding: 5px;">  <p>Selected Note</p> <p>> Instructions</p> <p>Selected Performance Note</p> <p>Applications</p> <table border="0"> <tr> <td>Emplid: 7777777</td> <td>Created: 10/11/2016 2:19PM</td> </tr> <tr> <td>Record: 0</td> <td>Creator: Rick Flag</td> </tr> <tr> <td>Effective Date: 2016-01-01</td> <td>Updated: by:</td> </tr> </table> <p>Subject: BAH Correction Update</p> <p>Note Text: Member divorced on 7/1/15 and has no other dependents. Used correct history to insert an earlier BAH row reflecting the divorce and the change from BAH Qtr Status L to G effective 7/1/15. Also updated the LPC row to reflect the change from L to G.</p> <p style="border: 2px solid red; padding: 2px;">10/11/16: The system corrected all previous pay calendars from October 2015-September 2016, creating a debt of \$4752. Submitted trouble ticket ##### so PPC can manually collect the remaining amount from 7/1/15-9/30/15.</p> </div>	Emplid: 7777777	Created: 10/11/2016 2:19PM	Record: 0	Creator: Rick Flag	Effective Date: 2016-01-01	Updated: by:
Emplid: 7777777	Created: 10/11/2016 2:19PM						
Record: 0	Creator: Rick Flag						
Effective Date: 2016-01-01	Updated: by:						
