

Good morning VFW Accredited Representatives,

NVS has received inquiries that some of you need assistance in setting up new filters within VBMS in order to view new rating decisions. Many of the previous filters used to conduct rating reviews will still be needed to in order to view new rating decisions.

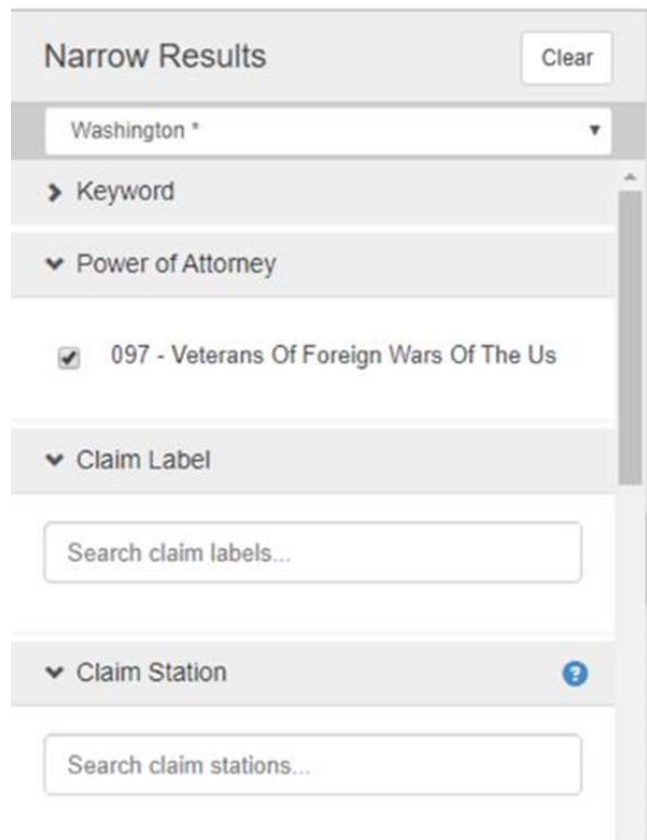
First clear all filters using the clear button at the top of filter's column.



The screenshot shows the top of the VBMS interface. At the top, there is a header with the VBMS logo and two tabs: 'All Claims' and 'My Claims'. Below the header is a search bar with a magnifying glass icon. The main section is titled 'Narrow Results'. To the right of this title is a 'Clear' button, which is circled in red. Below the title, there is a dropdown menu currently showing 'Washington *'. Underneath this, there are two expandable filter sections: 'Keyword' and 'Power of Attorney', both with downward-pointing chevrons.

Check 097- Veterans of Foreign Wars in the Power of Attorney drop down.

Do not enter any information in Claim Label nor Claim Station



This screenshot shows the 'Narrow Results' filter section in more detail. The 'Clear' button is still visible at the top right. The dropdown menu below 'Narrow Results' still shows 'Washington *'. The 'Keyword' filter is expanded, showing a search bar. The 'Power of Attorney' filter is expanded, showing a list of options. The first option, '097 - Veterans Of Foreign Wars Of The Us', is selected, indicated by a checked checkbox. Below the 'Power of Attorney' section, there is a 'Claim Label' section with a search bar labeled 'Search claim labels...'. At the bottom, there is a 'Claim Station' section with a search bar labeled 'Search claim stations...' and a blue question mark icon to its right.

Enter your VARO's ID Station Number in Veterans Local Station drop down
Example: 313-Baltimore Regional Office

Select Rating Decision Complete in Claim Status drop down

Mark all deferral types in Deferrals drop down

Ensure that the remaining drop down menus are blank.

▼ Claim Station

Search claim stations...

▼ Veteran Local Station

Search veteran local stations...

313 - Baltimore Regional Office

▶ EP Codes

▶ New Documents

▼ Claim Status

☐ Open

☐ Ready For Decision

☐ Secondary RFD

☒ Rating Decision Complete

☐ Rating Incomplete

☐ Rating Correction

☐ Ready to Work

☐ Closed

▶ Claim Date Range

▼ Deferrals

☒ Avoidable

☒ Unavoidable

☒ No Active Deferrals

▶ Veteran Zip Codes

▶ Veteran First Name

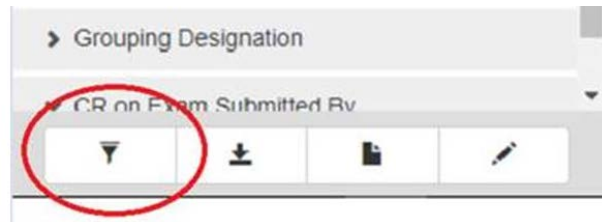
▶ Veteran Last Name

▶ Grouping ID

▶ Grouping Designation

▶ CR on Exam Submitted By

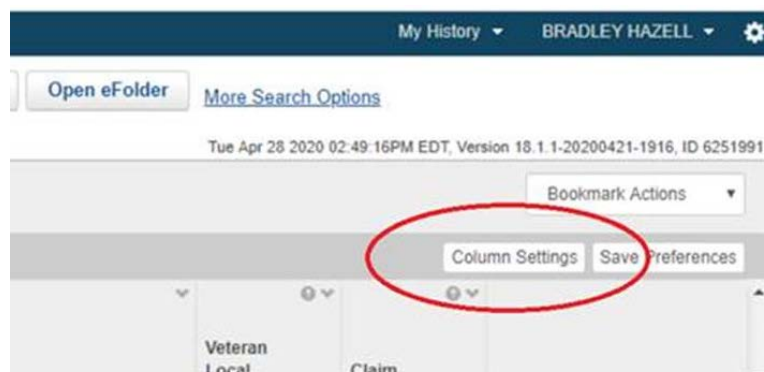
Select the filter button



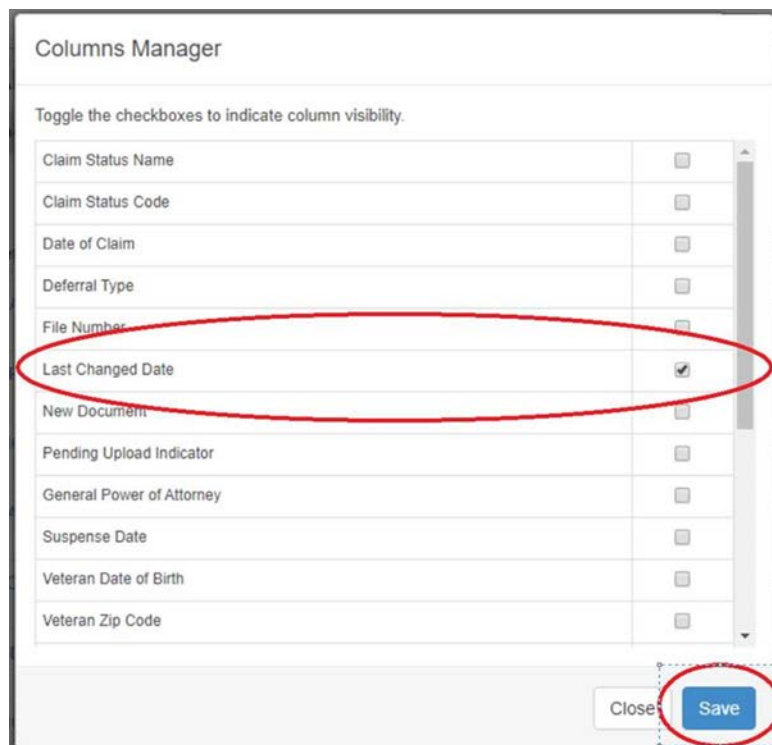
Save the new filter by hitting the paper icon



In the mid-upper right hand corner, select Column Settings (this will open Columns Manager)



Select your column preferences, but ensure to mark Last Change Date and hit save



Use the sort feature to sort rating decisions by date

All Claims Queue (90)

Showing 1 to 90 of 90 entries

| | | Last Changed Date | Veteran Name | EP Code - Claim Label | |
|--|--|-------------------|--------------|-----------------------|--|

You will now have the list of veterans with new rating decision in the order that the rating decision was created. You will need to open the veteran's file Using the open in new window button next to the veteran's name.



Then select Documents

Claims ▾ **Documents** Rated Issues Notes

▾ **Veteran Summary**

▾ Veteran Information

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