



# **Third Part Collection Program Reporting DD 2570**

Alexandra Woody

February 2026



# Agenda



- DD 2570 Report Overview
- Where to Get the Data
- UBO Metrics Website
- Validating 2570 Report - Interim Process
- Questions



# DD 2570 Report



- The DD Form 2570 is apart of Third Party Collection Program (TPCP)
- MTFs use the DD 2570 to report claims and collection data to the Defense Health Agency (DHA) UBO.
- The DD 2570 is cumulative and includes data from prior years.
- The DD 2570 summarizes adjustment transactions based upon the Fiscal Year (FY).
- MTFs must complete a DD 2570 on the first working day after the end of each quarter.



# Importance of DD 2570 Reporting



- Provides MTFs with real-time data to measure itself in relation to its peers and competitors.
- Allows data to be used in calculating Key Performance Indicators (KPIs)
  - KPIs are established benchmarks used to determine how an organization compares to similarly situated organizations.
- Reports are immediately available to management upon submission, and allow all levels of the UBO to benchmark, trend, and compare individual MTFs, regions, Services, or the DHA Markets by time periods
- Reports are briefed to the DHA UBO Program Office (PO), the DHA UBO Advisory Working Group (AWG), and to the DHA executive level, such as the Resource Decision Board.



## Where to Get the Data (1 of 3)



- HARC – This 2570 report will pull all the information from Revenue Cycle to be combined with ABACUS. \*The Report release date for end users is TBD.
  - Dicers reporting was used previously
  - Due to the transition to HARC reporting, the DHA UBO has developed an excel tool as an interim solution
- ABACUS – 2570 billing information from this system will cover the pharmacy billing. The pharmacy will continue in this system until further notice.



## Where to Get the Data (2 of 3)



- View the instructions tab to assist you with this task.
- There are two tabs, to separate the inpatient and outpatient information.

B6 : X ✓ fx If you need assistance with any errors, please contact the UBO Helpdesk (ubo.helpdesk@intellectsolutions.com)

A	B	C	D	E
1	<p>There are two different tabs for each type of report that is submitted for the MRS:</p> <ul style="list-style-type: none"> <li>-The Outpatient tab is for outpatient 2570 data, this data contains ABACUS and Revenue Cycle data (System) and should be reported on the outpatient MRS report.</li> <li>-The Inpatient tab is for inpatient 2570 data, this data contains ABACUS and Revenue Cycle data (System) and should be reported on the inpatient MRS report. This is only applicable to sites that have inpatient. <small>Workbook last modified: February 4</small></li> </ul> <p>Please be sure to select the appropriate tab when validating data in the corresponding MRS report for your outpatient and/or inpatient report.</p> <p>b. For each report be sure to select your site's DMIS. Once selected, validate your site specific 2570 data into the outpatient and/or inpatient report on the MRS website. Do Not Edit the information.</p>			
2	<p>Log onto <a href="https://www.ubometrics.org">https://www.ubometrics.org</a>.</p> <ul style="list-style-type: none"> <li>- Navigate to <b>"Edit Report"</b> tab from the top row of the web page. Be sure to select the correct year and quarter.</li> <li>- Click View to compare the information in this report to what is already entered MRS. <b>Do Not Edit</b> the information.</li> <li>- Click save in each section.</li> <li>- Below in the comments section, add comment <b>"Validate - Full Name , Email"</b> If you disagree with then add comment <b>"Do NOT Validate - Full Name , Email"</b></li> <li>- Click Submit</li> </ul>			
Note	<p>If you need assistance with any errors, please contact the UBO Helpdesk (ubo.helpdesk@intellectsolutions.com)</p> <p>If you need a MRS account created, please email the UBO Helpdesk with the following information with the subject "2570 MRS Account Creation – (DMIS and Base name)":</p> <ul style="list-style-type: none"> <li>•Full name of individual requesting access</li> <li>•Commercial telephone number</li> <li>•Valid "@health.mil" e-mail address</li> <li>•Duty title</li> <li>•Facility</li> <li>•DMIS ID</li> </ul>			

Ready Accessibility Display Settings 100%





# UBO Metrics Website



- The [UBO Metrics Report Website](#) is a web-based data repository that MTF UBOs use to electronically self report and validate DD 2570 data

The screenshot shows the login page for the UBO Metrics Report Website. The page has a light blue background. In the top left corner, there is a logo for "UBO Defense Health Agency Uniform Business Office" with a red star icon. In the top right corner, the text "Metrics Report" is displayed. In the center of the page, there is a white rectangular box containing a login form. The form has two input fields: "User ID:" and "Password:". Below the "Password:" field, there is a link that says "[Forgot your Password?]" and a "Log In" button.



# UBO Metrics Website – Logging In



- Access the DHA UBO Metrics Report Website at <https://ubometrics.org/>
- Enter Username and Password
  - Hint – Usernames are usually the first letter of your first name and complete last name. for example, “John Smith” username would be “*jsmith*”.
- If a user forgets his/her password, utilize the “Forgot Your Password?” link below the password field
  - Note, this only works if the user email is updated to most commonly @*health.mil* email address.



# UBO Metrics Website - Requesting Access



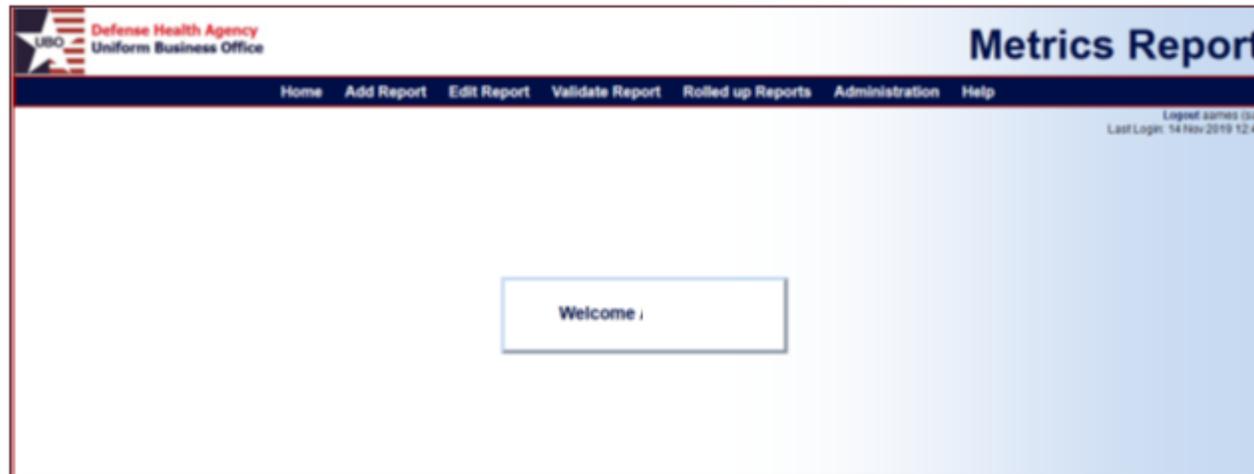
- To request access email the following information to the UBO helpdesk with the subject of the email: 2570 MRS Account Creation – (DMIS and Base name)
  - Full name of individual requesting access
  - Commercial telephone number
  - Valid “@health.mil” e-mail address
  - Duty title
  - Facility
  - DMIS ID
- For any other reporting issues send an email to the UBO Helpdesk with the subject :  
2570 MRS Validation Issue – (DMIS and Base name).
- [ubo.helpdesk@intellectsolutions.com](mailto:ubo.helpdesk@intellectsolutions.com)



# UBO Metrics Website – Logging In



- After logging in to the DHA UBO Metrics Report Website you are taken to a welcome page with pull down menu options
- Use the menu options at the top of the page to navigate to the appropriate section
- Return to this home page at any time by clicking “Home” on the top menu





# Validating 2570 Report



- Navigate to edit Report

Defense Health Agency  
Uniform Business Office

UBO

Metrics Report

Home Add Report **Edit Report** Validate Report Rolled up Reports Administration Help

- Filter to correct Fiscal Year (FY) and Quarter (QTR or Q). For example, see below for FY25 Q4

Home Add Report Edit Report Validate Report Rolled up Reports Administration Help

**Edit Report Selection Criteria**

User: Alexandra Woody - Administrator access

Facility: ALL

Report: ALL

Fiscal Year: 2025

Quarter: Fourth

Export To CSV



# Validating 2570 Report - Interim Process (1 of 3)

- Click View
  - Status will show completed. Information was populated by DHA UBO.

<a href="#">View</a>	0005	Ft. Wainwright (Bassett Army Community Hospital)	Fourth Quarter 2025	Inpatient	Completed
<a href="#">View</a>	0005	Ft. Wainwright (Bassett Army Community Hospital)	Fourth Quarter 2025	Outpatient	Completed

- The report will populate

<b>Current Service</b>	DHA				
<b>Historic Service</b>	Army	<b>Defense Health Network Readiness Command</b>	<b>CENTRAL MRC-P</b>		
<b>Facility</b>	0005   Ft. Wainwright (Bassett Army Community Hospital)				
<b>Report</b>	Outpatient	<b>Fiscal Year</b>	2025	<b>Quarter</b>	Fourth

Summary				
Field Description	CFY	PY 1	PY 2	NFY
Cumulative Non-Active Duty Dispositions/Visits	190,100	198,780	191,620	0
No. of Claims	9,876	11,778	7,135	0
No. of Collections	6,835	2,171	2,287	0
Dollar Amount Billed	\$2,248,456.09	\$1,978,193.08	\$1,038,504.02	\$36,739.80
Adjustments and Refunds	\$1,008,651.54	\$296,085.93	\$343,879.01	\$36,573.78
Amount Collected in PY2	\$0.00	\$0.00	\$246,410.08	\$0.00



# Validating 2570 Report - Interim Process (2 of 3)

<b>Current Service</b>	DHA	<b>Defense Health Network Readiness Command</b>	<b>CENTRAL MRC-P</b>
<b>Historic Service</b>	Army		
<b>Facility</b>	0005   Ft. Wainwright (Bassett Army Community Hospital)		
<b>Report</b>	Outpatient	<b>Fiscal Year</b>	2025

Summary		
Field Description	CFY	PY 1
Cumulative Non-Active Duty Dispositions/Visits	190,100	198,780
No. of Claims	9,876	11,778
No. of Collections	6,835	2,171
Dollar Amount Billed	\$2,248,456.09	\$1,978,193.08
Adjustments and Refunds	\$1,008,651.54	\$296,085.93
Amount Collected in PY2	\$0.00	\$0.00
Amount Collected in PY1	\$0.00	\$518,273.26
Amount Collected Current FY	\$590,622.31	\$91,794.16
Amount Remaining Uncollected	\$649,182.24	\$1,072,039.73

Row Labels	Sum of CFY_2025	Sum of PY1_2024	Sum of PY2_2023
<b>PART I</b>			
Cumulative Non-Active Duty Dispositions/Visits	190,100.00	198,780.00	
Number of Claims	9,876.00	11,778.00	
Number of Collections	6,835.00	2,171.00	
Dollar Amount Billed	2,248,456.09	1,978,193.08	
Adjustments and Refunds	1,008,651.54	296,085.93	
Amount Collected in PY2	0.00	0.00	
Amount Collected in PY1	0.00	518,273.26	
Amount Collected in CFY	590,622.31	91,794.16	
Amount Remaining Uncollected	649,182.24	1,072,039.73	
<b>PART II</b>			
01 Open Claims	649,182.24	1,072,039.73	
02 Transferred to External Agent	0.00	0.00	
07 Other	0.00	0.00	
<b>PART III</b>			
08 Amount of Coverage	545,076.71	161,300.98	
09 Patient Not Covered, Care Provided Not Covered	44,658.09	11,889.01	
10 TRICARE and/or Income Supplemental Plans	0.00	0.00	
11 Medicare Supplemental Plans	5,967.52	5,225.02	



## Validating 2570 Report - Interim Process (3 of 3)

- To validate insert a comment in the comment section on the bottom of the report in the MRS, “Validated, full name, email and mm/dd/yy”. Click Submit
- If there are concerns insert “Not Validated, full name, email and mm/dd/yy”. Click Submit
  - Ensure to include a reason and submit a ticket to the UBO helpdesk

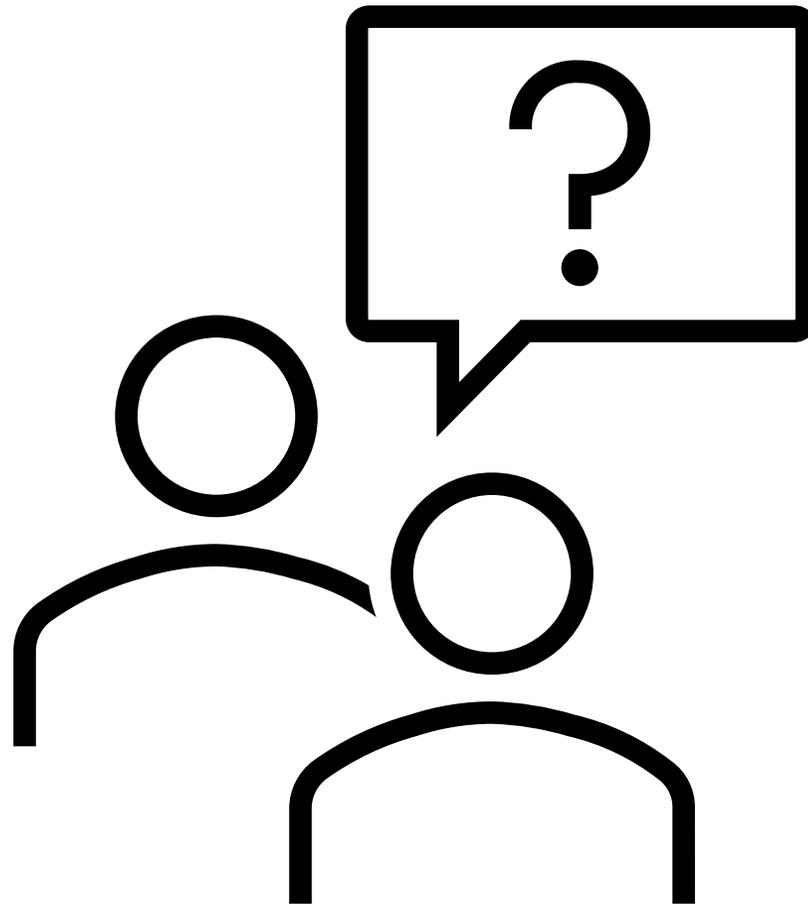
16	Other ( <input type="text"/> )	\$130,620.84	\$62,090.27	\$63,715.89	\$36,421.76
17	Other ( <input type="text"/> )	\$445.78	\$138.40	\$1,297.50	\$0.00

Comments:

Click on the **Submit** button to complete the submission process. ->  
OR  
<- Click on the **Delete** button to completely remove all entered data for this period.



# Questions





# Instructions for CEU Credit



This in-service webinar has been approved by the American Academy of Professional Coders (AAPC) for 1.0 Continuing Education Unit (CEU) credit for DoD personnel (.mil address required). Granting of this approval in no way constitutes endorsement by the AAPC of the program, content or the program sponsor. There is no charge for this credit.

- **Live broadcast webinar (Post-Test not required)**
  - Login prior to the broadcast with your: 1) full name; and 2) your site
  - View the entire broadcast
  - After completion of both live broadcasts and after attendance records have been verified, a Certificate of Approval including an AAPC Index Number will be offered via e-mail to participants who logged in to attend. Please email [webmeeting@triafed.com](mailto:webmeeting@triafed.com) to receive CEU. This may take several business days.
- **Archived webinar (Post-Test required)**
  - View the entire archived webinar (free and available on demand at <https://health.mil/Military-Health-Topics/Access-Cost-Quality-and-Safety/Uniform-Business-Office/UBO-Learning-Center/Archived-Webinars>)
  - Complete a post-test available with the archived webinar
  - E-mail answers to [webmeeting@triafederal.com](mailto:webmeeting@triafederal.com)
  - If you receive a passing score of at least 70%, we will e-mail MHS personnel with a .mil email address a Certificate of Approval including an AAPC Index Number
- The original Certificate of Approval may not be altered except to add the participants name and webinar date or the date the archived Webinar was viewed. Certificates should be maintained on file for at least six months beyond your renewal date in the event you are selected for CEU verification by AAPC
- For additional information or questions regarding AAPC CEUs, please contact the AAPC.
- Other organizations, such as American Health Information Management Association (AHIMA), American College of Healthcare Executives (ACHE), and American Association of Healthcare Administrative Managers (AAHAM), may also grant credit for DHA UBO Webinars. Check with the organization directly for qualification and reporting guidance.