

MedBASE GONet EDT Quick Reference

Creating an EDT Submission File

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1. From Process Menu, select **F3-Submit** ↵
2. Select **F7-Bill** ↵
3. Select **Yes** ↵
4. Select **EDT Out Box** ↵
5. Choose Billing Summary options
6. Select **OK** ↵.

Sending Submission Files to MOH Using EDT

1. From Process Menu, select **EDT** ↵
2. Select **Connect to GO-NET** ↵
3. Type **3** for **Ministry of Health Menu**
4. Type **1** for **Send Claim File**
5. Type **T** for **Text**
6. Under **File Name** enter submission file name (top left corner of Billing Summary)
7. Press **F11** to begin file transfer

Retrieving Reports from MOH Using GONet EDT

1. From Process Menu, select **EDT** ↵
2. Select **Connect to GO-NET** ↵
3. Type **1** for **Download**
4. Press **F8** to select files
5. Press **F10** to commence the download
6. Repeat steps 5 and 6 until all available files have been downloaded.

Printing Downloaded MOH EDT Reports

1. From Process Menu, select **EDT** ↵

2. Select to print a selected file, or to print all files in the Inbox.

Processing OHIP Reconciliation (“Remittance Advice”) Files

1. From Process Menu, select .
2. Select .
3. Select .
4. Select .
5. Choose desired file(s) and select .