

Maintain Audit Profile Values

Introduction

CCC ONE™ Estimating - Advisor is a web-based audit solution for repair facilities. It provides an audit report within Pathways® Collision Estimating or CCC ONE® Estimating for preliminary estimates / supplements before they are sent to the Insurance Company. This gives repair facility users the opportunity to review and update prior to sending the estimate to Insurance Company.

A repair facility can set up guidelines and profiles that are Insurance Company specific. A user can select guidelines to use for an audit report and the score value for the guidelines.

Audit Profiles

Audit profile values are used within the audit guidelines as variables. A company can set the profile values at any of the following levels within their hierarchy:

- **Corporate:** This value applies to all levels of the hierarchy.
- **Region:** This value applies to a specific Region and that Region's Locations.
- **Location:** This value applies to a specific location.



The screenshot shows a menu titled "Maintain Audit Profile Values" with two options: "View Audit Profile Values" and "Edit Audit Profile Values".

■ View Audit Profile Values

■ Edit Audit Profile Values

Profile values can also be set for an insurance company in the same manner. For example, a profile set at the Corporate level for an insurance company applies to all levels of the hierarchy.

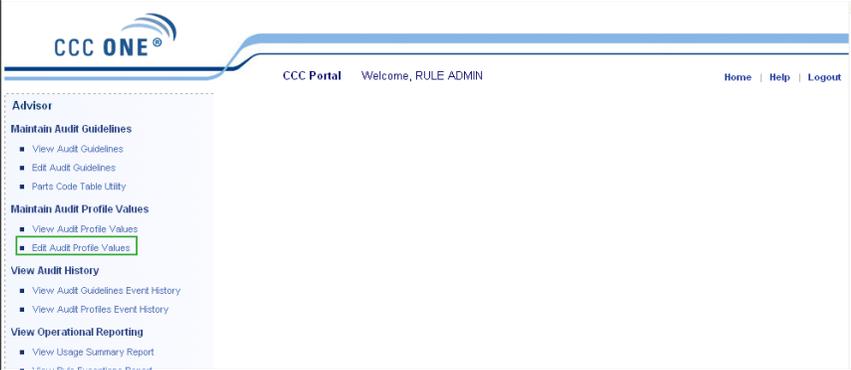
Note for Admins

Only one user for a company is allowed to Maintain Audit Profiles at a time. If a second user attempts to log in to maintain profiles, while someone is already in progress, the second user receives an error message indicating the name of the user who is already logged in and maintaining profiles.

Continued on next page

Maintain Audit Profile Values, Continued

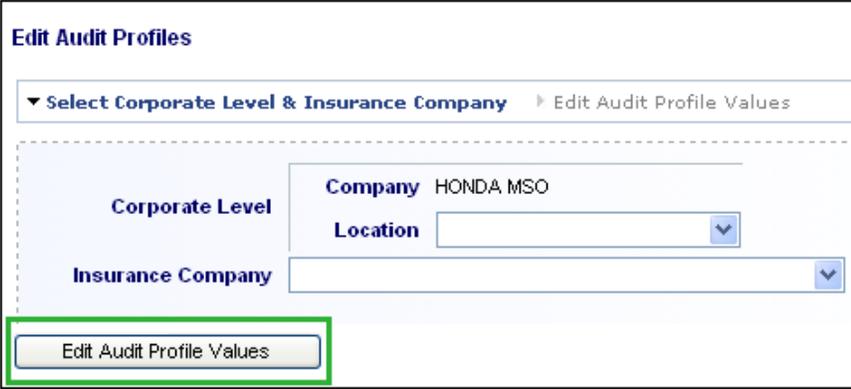
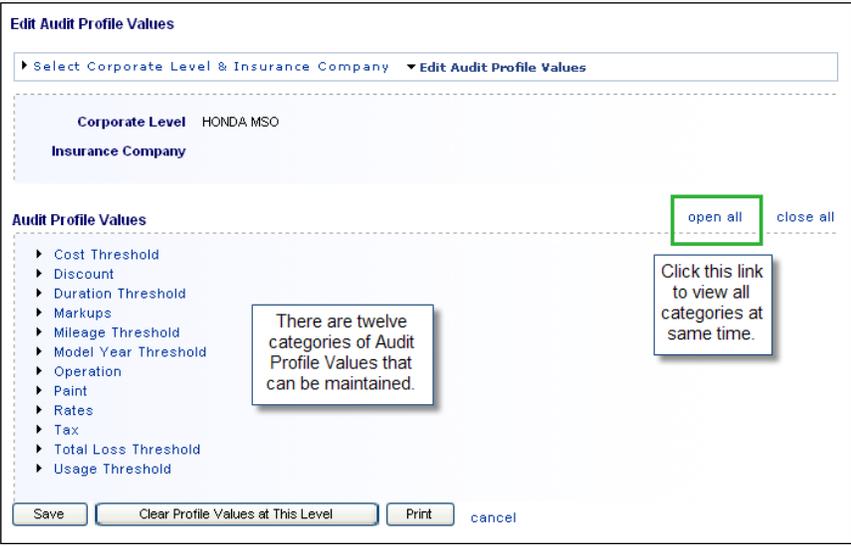
Maintain Audit Profile Values The table below overviews the steps for maintaining audit profile values within CCC ONE™ Estimating - Advisor.

Step	Action
1	<p>From the CCC Portal Home Page, you can Maintain Audit Guidelines, Maintain Audit Profile Values, as well as view the Audit History.</p>  <p>To Maintain Audit Profile Values, click the Edit Audit Profile Values link from the CCC Portal Home Page.</p>
2	<p>The Advisor Maintenance > Maintain Audit Profiles Page opens.</p> 

Continued on next page

Maintain Audit Profile Values, Continued

Maintain Audit Profile Values (continued)

Step	Action
3	<p>To Edit an Audit Profile at the Corporate Level, click the Edit Audit Profile Values button.</p>  <p>The screenshot shows the 'Edit Audit Profiles' page. At the top, there is a navigation bar with 'Select Corporate Level & Insurance Company' and 'Edit Audit Profile Values'. Below this, there are fields for 'Corporate Level' (set to HONDA MSO), 'Location' (a dropdown menu), and 'Insurance Company' (a dropdown menu). At the bottom, the 'Edit Audit Profile Values' button is highlighted with a green border.</p>
4	<p>This opens the Audit Profile Values page.</p>  <p>The screenshot shows the 'Edit Audit Profile Values' page. It includes the same navigation bar as the previous page. Below, the 'Corporate Level' is set to HONDA MSO and the 'Insurance Company' field is empty. The 'Audit Profile Values' section is expanded, showing a list of categories: Cost Threshold, Discount, Duration Threshold, Markups, Mileage Threshold, Model Year Threshold, Operation, Paint, Rates, Tax, Total Loss Threshold, and Usage Threshold. The 'open all' link is highlighted with a green box, and a callout box points to it with the text: 'Click this link to view all categories at same time.' Another callout box states: 'There are twelve categories of Audit Profile Values that can be maintained.' At the bottom, there are buttons for 'Save', 'Clear Profile Values at This Level', 'Print', and 'cancel'.</p>

Continued on next page

Maintain Audit Profile Values, Continued

Maintain Audit Profile Values (continued)

Step	Action																																	
5	<p>To open a category, click a specific link.</p> <div data-bbox="548 464 919 936" style="border: 1px solid black; padding: 10px;"> <p>Audit Profile Values</p> <ul style="list-style-type: none"> ▶ Cost Threshold ▶ Discount ▶ Duration Threshold ▶ Markups ▶ Mileage Threshold ▶ Model Year Threshold ▶ Operation ▶ Paint <li style="border: 2px solid green; padding: 2px;">▶ Rates ▶ Tax ▶ Total Loss Threshold ▶ Usage Threshold </div>																																	
6	<p>The list of corresponding values displays:</p> <div data-bbox="540 1052 1403 1367" style="border: 1px solid black; padding: 10px;"> <p>▼ Rates</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Name</th> <th style="text-align: left;">Value</th> <th style="text-align: left;">Level Where Set</th> </tr> </thead> <tbody> <tr> <td>Body Labor (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Body Supplies (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Diagnostic Labor (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Electrical Labor (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Frame Labor (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Glass Labor (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Mechanical Labor (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Paint Labor (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Paint Supplies (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> <tr> <td>Structural Labor (\$/hrs)</td> <td>\$ 0.00 / hour</td> <td></td> </tr> </tbody> </table> </div>	Name	Value	Level Where Set	Body Labor (\$/hrs)	\$ 0.00 / hour		Body Supplies (\$/hrs)	\$ 0.00 / hour		Diagnostic Labor (\$/hrs)	\$ 0.00 / hour		Electrical Labor (\$/hrs)	\$ 0.00 / hour		Frame Labor (\$/hrs)	\$ 0.00 / hour		Glass Labor (\$/hrs)	\$ 0.00 / hour		Mechanical Labor (\$/hrs)	\$ 0.00 / hour		Paint Labor (\$/hrs)	\$ 0.00 / hour		Paint Supplies (\$/hrs)	\$ 0.00 / hour		Structural Labor (\$/hrs)	\$ 0.00 / hour	
Name	Value	Level Where Set																																
Body Labor (\$/hrs)	\$ 0.00 / hour																																	
Body Supplies (\$/hrs)	\$ 0.00 / hour																																	
Diagnostic Labor (\$/hrs)	\$ 0.00 / hour																																	
Electrical Labor (\$/hrs)	\$ 0.00 / hour																																	
Frame Labor (\$/hrs)	\$ 0.00 / hour																																	
Glass Labor (\$/hrs)	\$ 0.00 / hour																																	
Mechanical Labor (\$/hrs)	\$ 0.00 / hour																																	
Paint Labor (\$/hrs)	\$ 0.00 / hour																																	
Paint Supplies (\$/hrs)	\$ 0.00 / hour																																	
Structural Labor (\$/hrs)	\$ 0.00 / hour																																	

Continued on next page

Maintain Audit Profile Values, Continued

Maintain Audit Profile Values (continued)

Step	Action																																	
7	<p>To set an Audit Profile Values, enter an amount in the text box.</p>  <table border="1" data-bbox="553 464 1406 772"> <thead> <tr> <th>Name</th> <th>Value</th> <th>Level Where Set</th> </tr> </thead> <tbody> <tr> <td>Body Labor (\$/hrs)</td> <td>\$ 85.00 / hour</td> <td></td> </tr> <tr> <td>Body Supplies (\$/hrs)</td> <td>\$ 60.00 / hour</td> <td></td> </tr> <tr> <td>Diagnostic Labor (\$/hrs)</td> <td>\$ 85.00 / hour</td> <td></td> </tr> <tr> <td>Electrical Labor (\$/hrs)</td> <td>\$ 75.00 / hour</td> <td></td> </tr> <tr> <td>Frame Labor (\$/hrs)</td> <td>\$ 75.00 / hour</td> <td></td> </tr> <tr> <td>Glass Labor (\$/hrs)</td> <td>\$ 60.00 / hour</td> <td></td> </tr> <tr> <td>Mechanical Labor (\$/hrs)</td> <td>\$ 75.00 / hour</td> <td></td> </tr> <tr> <td>Paint Labor (\$/hrs)</td> <td>\$ 75.00 / hour</td> <td></td> </tr> <tr> <td>Paint Supplies (\$/hrs)</td> <td>\$ 60.00 / hour</td> <td></td> </tr> <tr> <td>Structural Labor (\$/hrs)</td> <td>\$ 60.00 / hour</td> <td></td> </tr> </tbody> </table>	Name	Value	Level Where Set	Body Labor (\$/hrs)	\$ 85.00 / hour		Body Supplies (\$/hrs)	\$ 60.00 / hour		Diagnostic Labor (\$/hrs)	\$ 85.00 / hour		Electrical Labor (\$/hrs)	\$ 75.00 / hour		Frame Labor (\$/hrs)	\$ 75.00 / hour		Glass Labor (\$/hrs)	\$ 60.00 / hour		Mechanical Labor (\$/hrs)	\$ 75.00 / hour		Paint Labor (\$/hrs)	\$ 75.00 / hour		Paint Supplies (\$/hrs)	\$ 60.00 / hour		Structural Labor (\$/hrs)	\$ 60.00 / hour	
Name	Value	Level Where Set																																
Body Labor (\$/hrs)	\$ 85.00 / hour																																	
Body Supplies (\$/hrs)	\$ 60.00 / hour																																	
Diagnostic Labor (\$/hrs)	\$ 85.00 / hour																																	
Electrical Labor (\$/hrs)	\$ 75.00 / hour																																	
Frame Labor (\$/hrs)	\$ 75.00 / hour																																	
Glass Labor (\$/hrs)	\$ 60.00 / hour																																	
Mechanical Labor (\$/hrs)	\$ 75.00 / hour																																	
Paint Labor (\$/hrs)	\$ 75.00 / hour																																	
Paint Supplies (\$/hrs)	\$ 60.00 / hour																																	
Structural Labor (\$/hrs)	\$ 60.00 / hour																																	
8	<p>Once you have entered the values, click the Save button at the bottom of the page:</p>  <p>At the top of the page, a confirmation message displays:</p> 																																	
9	<p>You can continue to set Audit Profile Values for each category. Be sure to Save any changes that you make.</p> <p>At any time you can click cancel and return to the previous page.</p>																																	

Continued on next page

Maintain Audit Profile Values, Continued

Profile Values for other levels

If you are a part of an MSO, you may want to set Profile Values for a Regional or Location level.

To do this, you would select either a Region or a Location from the drop down list, prior to clicking the Edit Audit Profile Values button.

Edit Audit Profiles

▼ Select Corporate Level & Insurance Company ▶ Edit Audit Profile Values

Corporate Level HONDA MSO

Location [Dropdown]

Insurance Company [Dropdown]

EDIT AUDIT PROFILE VALUES

- PASSPORT REPAIR FACILITY
- FIT REPAIR FACILITY**
- ACCORD REPAIR FACILITY
- CIVIC REPAIR FACILITY
- ELEMENT REPAIR FACILITY

You can now follow Steps 3 – 9 in the table above to set the Audit Profile Values for the Location:

Edit Audit Profile Values

▶ Select Corporate Level & Insurance Company ▼ Edit Audit Profile Values

Corporate Level HONDA MSO > FIT REPAIR FACILITY

Insurance Company

Audit Profile Values

- ▶ Cost Threshold
- ▶ Discount
- ▶ Duration Threshold
- ▶ Markups
- ▶ Mileage Threshold
- ▶ Model Year Threshold
- ▶ Operation
- ▶ Paint
- ▶ Rates
- ▶ Tax
- ▶ Total Loss Threshold
- ▶ Usage Threshold

Save Clear Profile Values at This Level Print cancel

Continued on next page

Maintain Audit Profile Values, Continued

Profile Values for the Insurance Company

To enter an Audit Profile Values for an Insurance Company, select an Insurance Company from the drop down list prior to clicking the Edit Audit Profile Values button.

Edit Audit Profiles

▼ Select Corporate Level & Insurance Company ▶ Edit Audit Profile Values

Corporate Level HONDA MSO

Location [Dropdown]

Insurance Company [Dropdown]

APPRAISER INSURANCE COMPANY - INTERNAL TRAINING

Edit Audit Profile Values

You can now follow Steps 3 – 9 in the table above to set the Audit Profile Values for the Insurance Company:

Edit Audit Profile Values

▶ Select Corporate Level & Insurance Company ▼ Edit Audit Profile Values

Corporate Level HONDA MSO

Insurance Company APPRAISER INSURANCE COMPANY - INTERNAL TRAINING

Audit Profile Values

- ▶ Cost Threshold
- ▶ Discount
- ▶ Duration Threshold
- ▶ Markups
- ▶ Mileage Threshold
- ▶ Model Year Threshold
- ▶ Operation
- ▶ Paint
- ▶ Rates
- ▶ Tax
- ▶ Total Loss Threshold
- ▶ Usage Threshold

Save Clear Profile Values at This Level Print cancel