CCC® Estimating – Best Practices for Adding Diagnostic Line Items

Introduction

This job aid describes best practices for adding and modifying diagnostic operation entries to an estimate.

Best Practice is for you to use these standard diagnostic operation lines rather than document scan activity via the Part Codes Table or adding manual lines.

By default, the diagnostic operation line values in the MOTOR database are configured as a **Sublet Operation** with a miscellaneous non-taxed sublet price amount.

Best Practice for adding labor hours is to select **Repair** with the diagnostic line operation. A **Sublet** amount would reflect a paid 3rd party service while **Labor** hours would reflect an in-house labor operation.

The Vehicle Diagnostics group appears in the MOTOR database panel for 1996 and newer vehicles. The applicable year range for diagnostic operations may vary according to the vehicle manufacturer, (e.g., 2008 – 2019).

There are 14 diagnostic operations that can be selected in the **DIAGNOSTIC OPERATIONS** subgroup:

- Pre-repair scan
- In-proc repair scan
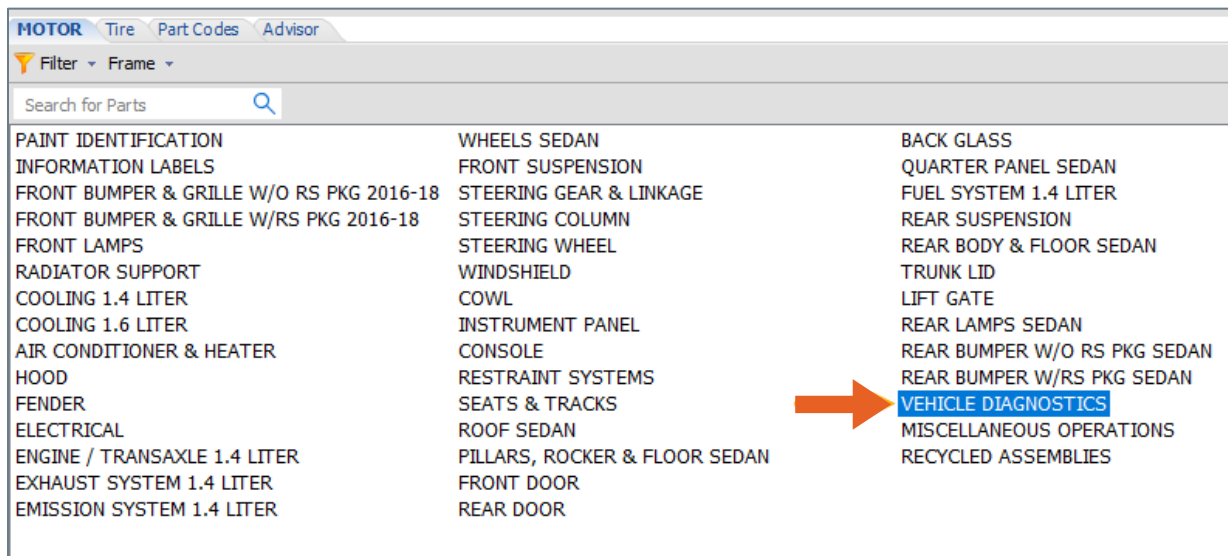- Post-repair scan
- Calibrate (9 options)
- Program (2 options)

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CCC® Estimating – Best Practices for Adding Diagnostic Line Items, Continued

Adding Diagnostic Entries

The following steps describe the process for using Repair or Sublet with the Diagnostic lines:
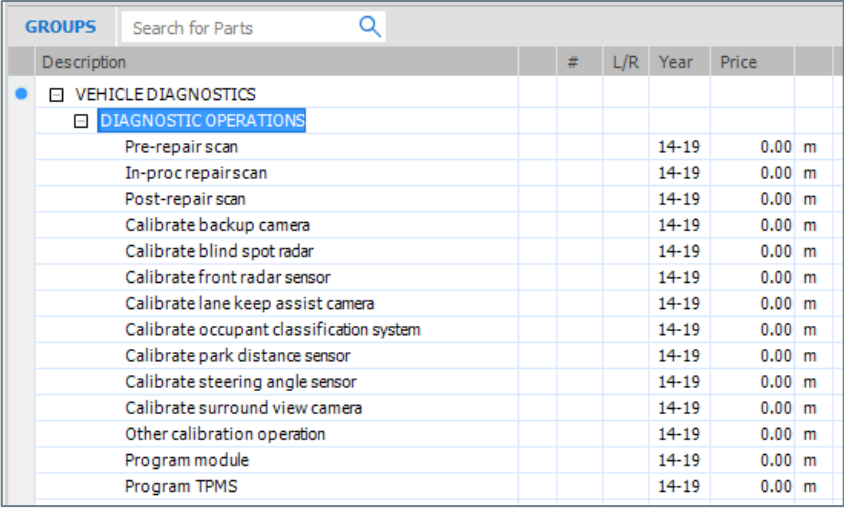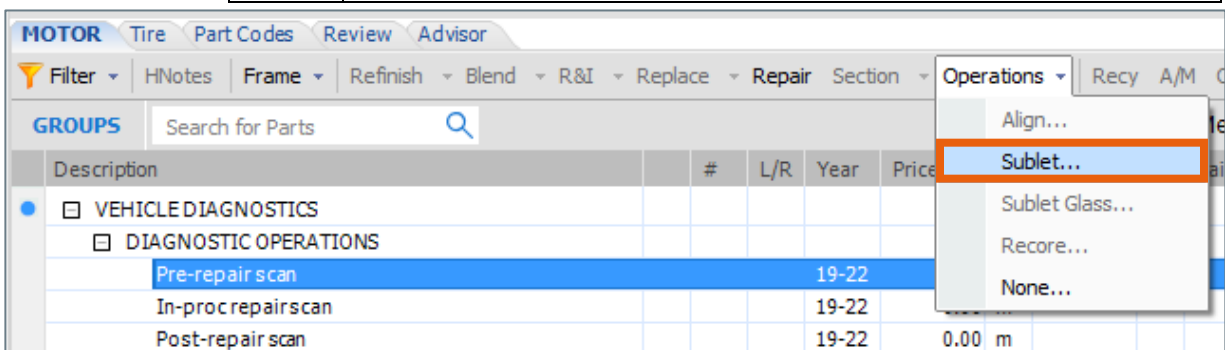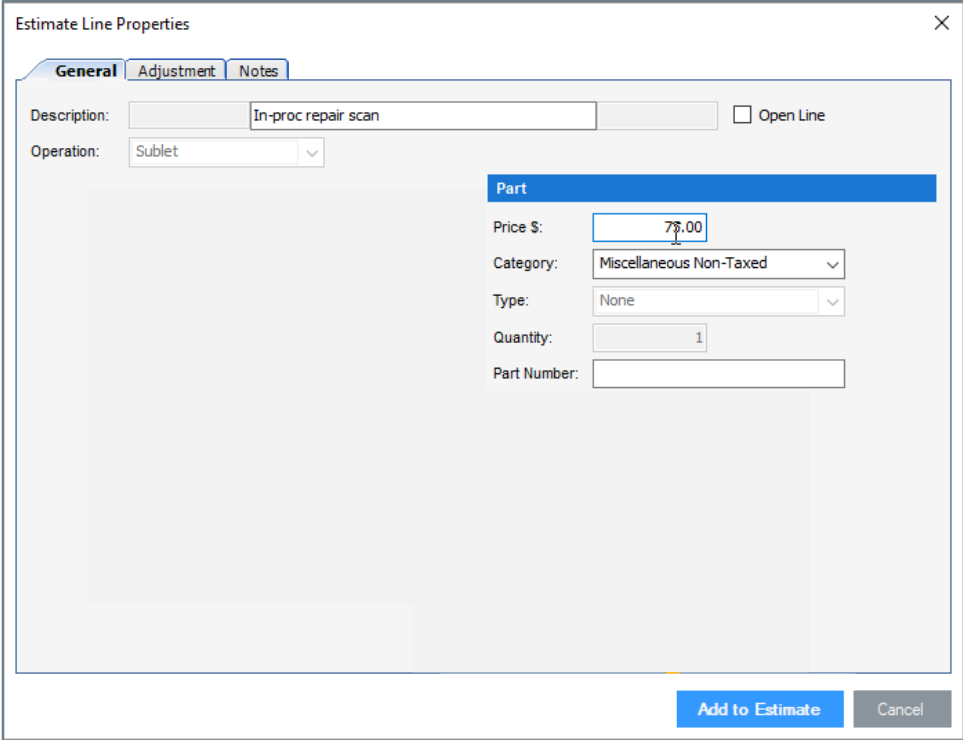
Step	Description
1	Open or create the workfile and navigate to the **Vehicle** tab > **Description** subtab. Select a standard vehicle from the MOTOR database by entering a valid VIN or selecting a standard vehicle from the dropdowns on the screen.
2	Go to the **Estimate** tab > **Lines** subtab.
3	In the MOTOR database panel, select the **VEHICLE DIAGNOSTICS** group and subgroup.

Adding Diagnostic Entries, continued

Step	Description
4	Expand the **DIAGNOSTIC OPERATIONS** subgroup if not already expanded and single-click one of the diagnostic entries.

Step	Description
5	Follow the steps **in this table** according to the charge type you want to add to the estimate.

If	Then
Diagnostic entry is to be **Sublet**.	Go to **Step 6**.
Diagnostic entry is to be **Labor** hours.	Go to **Step 8**.

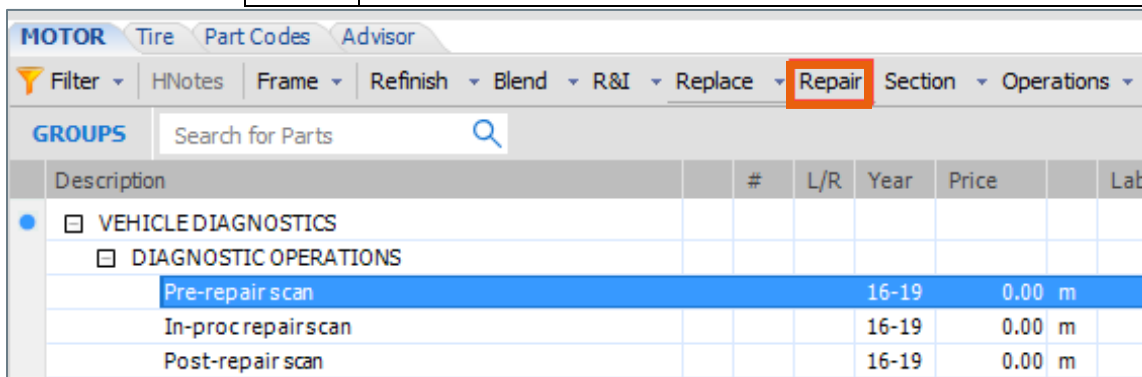| Step	Description
6	For **Sublet**, ensure the correct entry is selected, then click on **Operations** in the toolbar and select **Sublet** from the drop-down. The Estimate Line Properties form opens.

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Adding Diagnostic Entries, continued

Step	Description
7	Enter the amount in the **Price $** field and click **Add to Estimate.** The entry is added to the estimate and the form closes.

8	For **Repair**, ensure the correct entry is selected, then click on the **Repair** operation in the toolbar.

Adding Diagnostic Entries, continued

Step	Description
9	Enter the labor hours in the **Hours** field and click **Add to Estimate.** The entry is added to the estimate and the form closes. **Note**: Optionally, you can change the labor type in the **Category** drop-down.