



# First Horizon BusinessConnect<sup>SM</sup>

Reverse Positive Pay



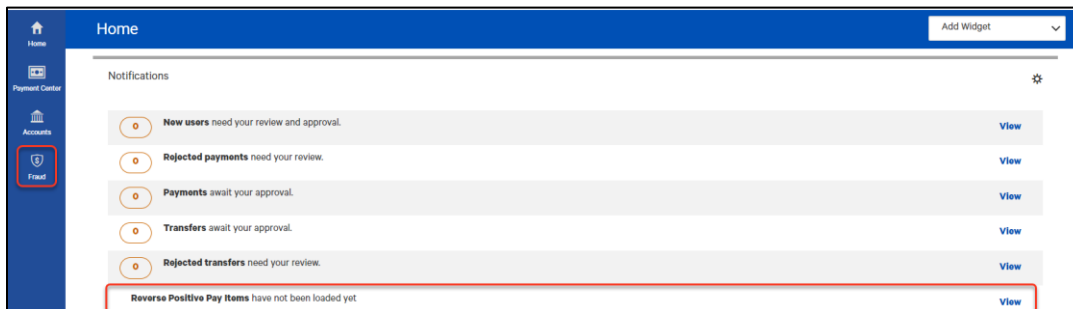


## PAYMENT FRAUD CONTROL WIDGET

The Payment Fraud Control widget displays all accounts enabled for reverse positive pay. Based on the details of the suspect items, you can decide which items to pay or return.

### VIEW LIST

1. Select **Fraud** from the menu on the left side. Or, click **View** on the Reverse Positive Pay Items located in the **Notifications** widget.



2. The Payment Fraud Control widget appears. There are two views, **Today's Decision List** (the default) and **Decision History**.
3. The widget displays a line for each entitled account and displays the following information:
  - **Actions**- view to take action on the item
  - **Status**-the status of decisions for the account
  - **Account Number** - the account number
  - **Account Name**-the name of the account
  - **Items**-the total number of suspect items for the account
  - **Pay**-the total number of paid decisions made for the account
  - **Return** - the total number of return decisions made for the account
  - **Cutoff Time**-The time that decisions must be submitted

Actions	Status	Account Number	Account Name	Items	Pay	Return	Cutoff Time
<a href="#">View</a>	No Items	180509086	Cactus Jack 2	0	0	0	
<a href="#">View</a>	No Items	181054722	Cactus Jack Publishing	0	0	0	
<a href="#">View</a>	Decision Required	220001425368		7	0	0	05/21/2021 15:00:00



## MAKING DECISIONS ON PAID ITEMS

Decisions on paid items must be made by the cutoff time. If a decision is not made by this time, the default decision specified by the Bank will be made.

## DECISIONING FROM TODAY'S DECISIONS LIST

To make decisions on suspect items from the **Today's Decisions** List:

1. Select **Fraud** from the menu on the left side.
2. View the list in two ways, Accounts by Type and Reverse Positive Pay Items.
3. Find an **Account** in the list that you want to view suspect items.
4. Click **View** to see a list of checks for that account.
5. In the **Actions** column, click **View** to see the details and image of the check. Or click the drop down arrow and chose **Return** to return the check or **Pay** to pay the check.

Today's Decisions Decision History

View All: Accounts by Type | Reverse Positive Pay Items

05/21/2021 10:30 AM

Filter: Select fields

All Accounts Filters

Actions	Status	Account Number	Account Name	Items	Pay	Return	Cutoff Time
<a href="#">View</a>	No Items	180509086	Cactus Jack 2	0	0	0	
<a href="#">View</a>	No Items	181054722	Cactus Jack Publishing	0	0	0	
<a href="#">View</a>	Decision Required	220001425368		7	0	0	05/21/2021 15:00:00

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6. After viewing the check, you will still need to select Pay or Return to decision the item.

Filter: Select fields

All Decisions Filters

<input type="checkbox"/> All	Actions	Serial Number	Payee Name	Paid Date	Paid Amount	Decision	Return Reason	Status	Bank Code
<input type="checkbox"/>	<a href="#">Pay</a>	7384	Company 10	10/26/2021	300.00	No Decision			170
<input type="checkbox"/>	<a href="#">Pay</a>		Company 10	10/26/2021	1,861.81	No Decision			170
<input type="checkbox"/>	<a href="#">Pay</a>		Company 10	10/26/2021	39.71	No Decision			170
<input type="checkbox"/>	<a href="#">Pay</a>	14021	Company 10	10/26/2021	252.16	No Decision			170
<input type="checkbox"/>	<a href="#">Pay</a>	14022	Company 10	10/26/2021	1,643.71	No Decision			170

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[Pay](#) [Return](#) [Approve](#) [Unapprove](#) [View Items](#) [Cancel](#)

7. Alternatively, place a check mark in the box to the left of each check that you want to perform the same action on. At the bottom of the list, chose one of the following actions:
  - Click **Pay** to pay the selected item (s).
  - Click **Return** to return the item(s) without payment.
  - Click **Approve** to approve the item. This function approves the selected decision.
  - Click **Unapprove** to cancel the approval of an item or to change a previously entered decision.
8. After clicking one of the actions, the decisions are submitted.



## Note:

By default, the Today's Decisions view will show all items for today. Optionally, the screen may be filtered to view only items needing a decision. Click the drop-down arrow above the matrix on the right side to filter for only the items that have not yet been decided on. When changed to filter for **Needs Decision**, a Set as Default button will appear to the left. Clicking the **Set as Default** will change your default view to Needs Decision.

## View of Needs Decision:

Today's Decisions Decision History

View All: Accounts by Type | Reverse Positive Pay Items

Filter Select fields

Needs Decision Filters

<input type="checkbox"/> All	Actions	Account Number	Account Name	Serial Number	Paid Date	Paid Amount	Decision	Return Reason	Status	Bank Code	
<input type="checkbox"/>	Pay	2000	Islan	73	11/01/20...	300.00	No Decision			170	
<input type="checkbox"/>	Pay	2000	Islan	13	11/01/20...	1,861.81	No Decision			170	
<input type="checkbox"/>	Pay	2000	Islan	14	11/01/20...	39.71	No Decision			170	
<input type="checkbox"/>	Pay	2000	Islan	14	11/01/20...	352.16	No Decision			170	
<input type="checkbox"/>	Pay	2000	Islan	14	11/01/20...	1,643.71	No Decision			170	

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## View of All Decisions

Today's Decisions Decision History

View All: Accounts by Type | Reverse Positive Pay Items

Filter Select fields

Set As Default All Decisions Filters

<input type="checkbox"/> All	Actions	Account Number	Serial Number	Paid Date	Paid Amount	Decision	Return Reason	Status	Bank Code	Approved By
<input checked="" type="checkbox"/>	Un...	20002159996	7384	11/01/2021	300.00	Return	Fraudulent	Appro...	170	
<input type="checkbox"/>	Pay	20002159996	13996	11/01/2021	1,861.81	No Decision			170	
<input type="checkbox"/>	Pay	20002159996	14020	11/01/2021	39.71	No Decision			170	
<input type="checkbox"/>	Pay	20002159996	14021	11/01/2021	352.16	No Decision			170	
<input type="checkbox"/>	Pay	20002159996	14022	11/01/2021	1,643.71	No Decision			170	



## VIEW DECISION HISTORY

You may also view the history of your decisions by clicking **Decision History**. Current day's decisions will appear in Decision History the following business day.

Payment Fraud Control

Today's Decisions **Decision History**

Filter

<input type="checkbox"/> All	Decision Date	Account Number	Decision	Return Reason	Exception Reason	Decision Submitted	Serial Numb...	Paid Date	Paid Amou...	Payee Na...
<input type="checkbox"/>	05/20/2021 15:05:14	2200	P			Pay	0	05/19/2021	3,101.43	
<input type="checkbox"/>	05/20/2021 15:05:14	2200	P			Pay	0	05/19/2021	9.06	
<input type="checkbox"/>	05/20/2021 15:05:14	2200	P			Pay	0	05/19/2021	10,835.51	
<input type="checkbox"/>	05/20/2021 15:05:14	2200	P			Pay	0	05/19/2021	33.75	
<input type="checkbox"/>	05/19/2021 15:05:17	2200	P			Pay	0	05/18/2021	1,500.00	
<input type="checkbox"/>	05/19/2021 15:05:17	2200	P			Pay	0	05/18/2021	125.08	
<input type="checkbox"/>	05/19/2021 15:05:17	2200	P			Pay	0	05/18/2021	1,677.11	
<input type="checkbox"/>	05/19/2021 15:05:17	2200	P			Pay	0	05/18/2021	40.42	
<input type="checkbox"/>	05/19/2021 15:05:17	2200	P			Pay	0	05/18/2021	1,068.47	
<input type="checkbox"/>	05/19/2021 15:05:17	2200	P			Pay	0	05/18/2021	569.87	

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