

# Unbalance State Funds

Last Modified on 10/22/2019 4:43 pm CDT

Follow the steps below to undo the Balance State Funds function, when needed.

1. First, make sure that none of the affected claims are paid. If you have paid these claims, void any of the payments. For more information about this process, see [Void Payments](#) .
2. Un-mark the claims as submitted to the state. For more information, see [Unsubmit Center Claims](#) .
3. Click the **Claims** menu and select **Calculate Blended Rates**. The Calculate Blended Rates window opens.
4. Check the **Apply New Rates to Existing Claims** box. This will update the claims and set them back to the value determined by Minute Menu HX when the claim was processed.
5. Check the **Don't Recalculate Blended Rates** box. This ensures that the claim amounts stay as they were originally—even if child information has changed.

#	Name	License	St	Free	Reduced	Paid	Month Effective	Paid	Date Determined
<input checked="" type="checkbox"/>	909 Tit - C	Center	WI	94.74 %	5.26 %	0.00 %	August 2019	N	8/30/2019 4:43 AM
<input type="checkbox"/>	909 Tit - C	CenterB	WI	100.00 %	0.00 %	0.00 %	August 2019	N	8/30/2019 4:43 AM
<input type="checkbox"/>	909 Tit - C	CenterC	WI					N	
<input type="checkbox"/>	1 -	Center	OR					-	
<input type="checkbox"/>	1 -	Provisio...	OR					-	
<input type="checkbox"/>	133 0627releaseup	Center	MO					-	
<input type="checkbox"/>	666 253994 test	CenterS	CA					-	
<input type="checkbox"/>	666 253994 test	CenterPS	CA					-	
<input type="checkbox"/>	234... 254229test	Center	DC	100.00 %	0.00 %	0.00 %	June 2018	-	11/29/2018 9:10 PM
<input type="checkbox"/>	12 ABC	Center	MD					-	
<input type="checkbox"/>	145 ABCday	CenterIT	CA					-	
<input type="checkbox"/>	234 Absol	Center	VA					-	

6. Click **Calculate**.
7. Re-run the [Balance State Funds](#) function, if needed.