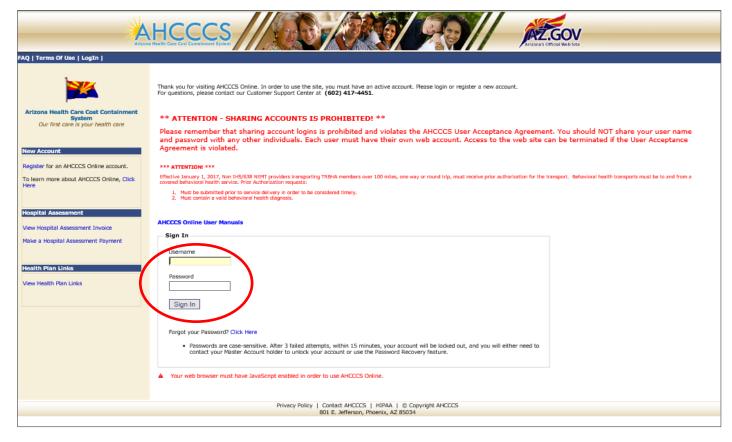


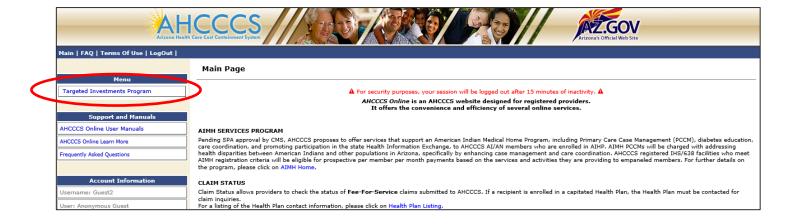
Attestation Portal Instructions Year 3

Accessing the TI Attestation Portal

- 1) Log in to AHCCCS Online: https://azweb.statemedicaid.us/Account/Login.aspx?ReturnUrl=%2f
- 2) Enter your username and password for your AHCCCS Online Account
- 3) Click "Sign in" to proceed



4) After logging into the AHCCCS Online Portal, Please click the "Targeted Investments Program" link under the Menu on the left side of the page.





TI Application Search

- 5) Please read the instructions on the Targeted Investments Program page, displayed above the "Application Search" section. In the "Application Search" section, enter your AHCCCS ID or Tax ID and SPN for the site that you are attesting to. If you receive an error message; please contact the TI Team at: targetedinvestments@azahcccs.gov
- 6) If you are attesting for multiple sites, enter the SPN for the site you are attesting to. You can only attest for one site at a time. You will need to start a new attestation for each SPN you want to attest to.

Targeted Investments Program

Participants in the Targeted Investments (TI) Program receive incentive payments based on the areas of concentration for which they applied and were accepted, and the completion of the associated core component activities and milestones. Participants demonstrate that they have accomplished the requirements to qualify for TI year 3 incentive payments by attesting to the completion of each individual Core Component and Milestones activity within the required time frames.

Participants will upload select milestone-required documents that will be reviewed and validated by AHCCCS and in some instances through on-site review. By attesting to the milestone completion, TI participants certify that the requirements stated in that specific Core Component and milestone have been met. Attesting to lacking or incomplete milestones may result in civil and criminal penalties against the person submitting the attestation and/or the provider. In addition, civil and criminal penalties and other administrative remedies may be imposed for any material misrepresentation or false statement made to obtain a TI incentive payment.

Self-Audit Clarification: For all Milestones that require self-audits, the requirement is to conduct record reviews for a random sample of at least 20 members (n) at the participating site. If a TI site has fewer than 20 records identified for a specific Milestone [the denominator], then the TI participant should include all the identified records in the review. The target percentage required for the Milestone applies regardless of the size of "n".

If the "n" is zero for any of the Milestones, i.e. if there are no members that meet the denominator description, the Milestone is considered to have failed and the participant site will not receive the incentive payment associated with that Milestone.

If you have questions or concerns, please email TargetedInvestments@azahcccs.gov.

Please enter the AHCCCS Provider ID or Tax ID used on your TI application. In addition, enter the Site Participant Number (SPN) used to identify the address you wish to attest to. The SPN was provided by AHCCCS in the application acceptance letter.

Application Scarcn		
	* Identifier: * AHCCCS Provider ID:	AHCCCS Provider ID
	* Site Participant Number (SPN):	2 or 3 digit numeric value
		Search



7) Click "search"



8) After you click "search", the site location you are attesting to will be displayed including Provider Name, Site Address and Contact Email Address. If you add an email address (click "edit" first), it will ensure that the TI Team has the contact information for the individual involved in the attestation process.



- 9) If there is inaccurate provider site information that is shown above, you can email the TI Team at targetedinvestments@azahcccs.gov for assistance.
- 10) Click "Next"



Starting the Attestation Process

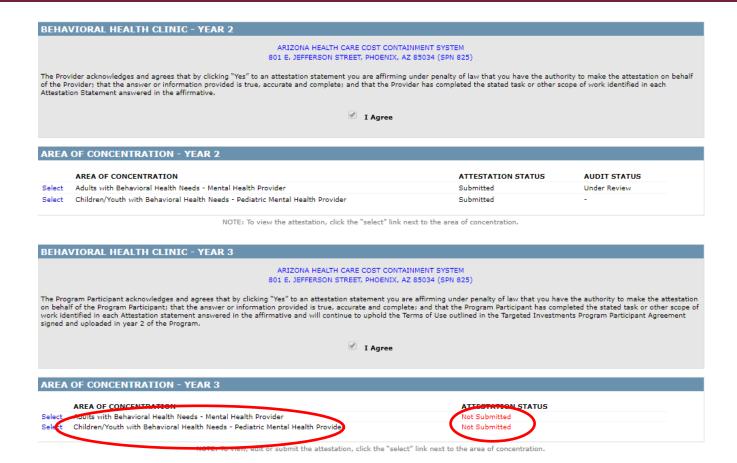
11) After clicking "next", you should see the site location and the proceeding page will look like this example:



On the left you will see the Provider Type and on middle, you will see address and SPN for that location.

- 12) Read the statement above and then click "I agree"
- 13) In the event you have two different Areas of Concentration, you can attest to each Area of Concentration by clicking their corresponding "Select" link, you can only attest to one Area of Concentration at a time.
- 14) If you feel there is an error in the information above (site address, SPN, or Area of Concentration), please contact the TI Team at: targetedinvestments@azahcccs.gov





- 15) The status of the attestation for each Area of Concentration is displayed on the right side in red color font. If you submitted attestations last year, your audit status for year 2 documentation will be displayed as well.
 - The message on the right, titled "not submitted" (see above) shows your Milestone documentation has not been fully completed and submitted to AHCCCS for the identified Area of Concentration.
- 16) The status message will change from "not submitted" to "submitted" once you officially upload and submit your documentation to AHCCCS.





17) To get started on completing your attestation and document upload process, click on "Select" and choose which Area of Concentration you will attest to (if you only have one Area of Concentration connected to your SPN, then only one area of concentration will appear).

Depending on which Area of Concentration you applied for, the appropriate Core Components and Milestone requirements are displayed.

18) Some Core Components may require a document to be uploaded when the participant answers "yes" to an attestation statement (see image below on next page). If the Core Component requires a document upload, the following message will appear: "Please upload supporting documentation below." Or "please enter the self-audit values" (see image below). There is print icon on the top right corner of the screen. We recommend you print out the page after you have responded to the attestation statements for your records.

Unlike last year, you will be inputting your IPAT scores for CC #1 (for all areas of concentration *except* hospitals).



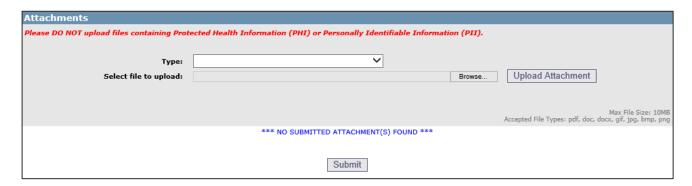
	Mileston Management Buried 2
	Milestone Measurement Period 2 (October 01, 2018 - September 30, 2019)
Core Component 1	
	practice has demonstrated substantive progress on the practice-specific action plan and identifies barriers to, and strategies for, achieving addition
progress by updating the practice a B. The Participant warrants it has rep	action plan by December 31, 2018; and octed on the progress that has been made since January 1, 2019 and identifies barriers to, and strategies for, achieving additional progress by Jul
31, 2019; and	
September 30, 2019.	ing the Integrated Practice Assessment Tool (IPAT) between August 1, 2019 and September 30, 2019 for the site and reporting the results by
Selecting 'Yes' indicates that all re	equirements for this Core Component Milestone are completed.
Yes No	
* Please enter the IPA	AT Score (1-6): 1
Core Component 2	
	g a random sample of at least 20 members who had integrated treatment plans created, that the integrated treatment plan includes the establishe
	in the electronic health record 70% of the time by September 30, 2019.
Selecting 'Yes' indicates that all re-	equirements for this Core Component Milestone are completed.
● Yes ○ No	
* # of members that n	met the criteria: 8
* # of mer	mbers sampled: 9
" of file.	Percentage: 88.9%
Core Component 3	
	g a random sample of at least 20 members, and 85% of members were screened using the identified tool and that the care manager/case manage ropriate community resource and documented the intervention/referral in the care plan for those who scored positively on the screening tool by
Selecting 'Yes' indicates that all re-	equirements for this Core Component Milestone are completed.
Yes No	
- 163 - 116	
Component 4 Please enter the self-audit	t values
The Bestinians attends to consultant and	of the 20 miles the set to the set of the se
	indom sample of at least 20 members whom the practice has identified as having received primary care services during the past 12 months with the practice's protocol, occurred 85% of the time by September 30, 2019.
Selecting 'Yes' indicates that all require	ements for this Core Component Milestone are completed.
● Yes ○ No	
163	
	he criteria:
* # of members that met tl	's sampled:
* # of members that met tl * # of members	
* # of member	Percentage:
* # of member	Percentage:
* # of member	Percentage:
* # of member: Propose to the second of the	ransmitting data on a core data set for all members to Health Current by September 30, 2019; and policies and procedures that describe how longitudinal data received from Health Current are routinely accessed and used to inform care
* # of member: Proceedings of the process of the practice is trace. The Participant attests the practice is trace. The participant attests to implementing management of high-risk members by S	ransmitting data on a core data set for all members to Health Current by September 30, 2019; and policies and procedures that describe how longitudinal data received from Health Current are routinely accessed and used to inform care

Proceed with answering either "yes" or "no" for each attestation statement.

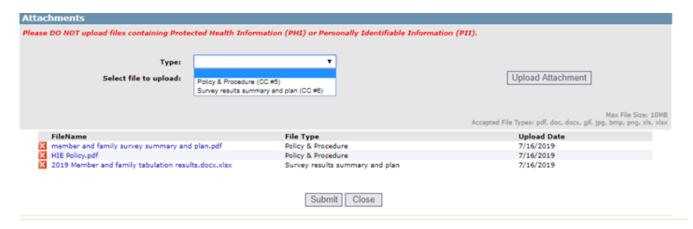


Uploading documents

26) To upload a document, scroll to the bottom of the page where you will see the section titled "attachments".



- 27) You will need to click on the "Type" drop down below to select your document type. The document uploads are arranged in the order that correlate with the attestation statements.
- 29) Once the document is selected, click "browse" and then "Upload Attachment".



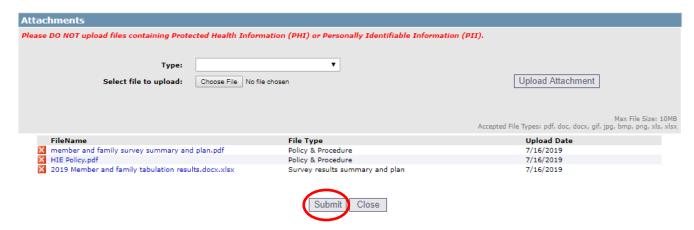
Please Note: the max file size for the upload is 10 MB and we recommend that PDFs be uploaded. Please do not include large images and PHI. In order to process your attestation, a single document needs to be submitted that matches for each file type.

30) As you respond to each statement, your responses and attachments will be saved automatically. You can change your response to any question at any time. To change an attachment to a Core Component, you can click "x" next to the name of the file uploaded.



Submitting your attestation/saving your uploaded information

- 31) IMPORTANT NOTE: Please do NOT upload PHI or PII information through this portal. If PHI or PII is found, the document(s) will be rejected.
- 32) If you do not want to officially submit your attestation to AHCCCS at the time of uploading your documents, please do NOT press "Submit". Instead, you can log out of the portal and the attachments uploaded will be saved.



33) Once you click "submit", the following message will appear in red text:

Thank you for submitting your attestation for Year 3 of the Targeted Investments Program.

Close

34) If you have more than one Area of Concentration under the same SPN, after the successful submission of the first Area of Concentration Attestation, click the "Close" button. You will be navigated back to the Area of Concentration list page, where you can go ahead and select the second Area of Concentration for attestation and following the same steps outlined in this document to attest for your completed Milestones.

Please email us at targetedinvestments@azahcccs.gov if you have questions.