DATE: February 15, 2017

TO: Holders of the AHCCCS Contractor Operations Manual and AHCCCS Operational Guidelines

FROM: DHCM Contracts and Policy

SUBJECT: AHCCCS Contractor Operations Manual (ACOM) and AHCCCS Operations Reporting Guidelines

This memo describes revisions and/or additions to the ACOM and AHCCCS operations reporting guidelines including the Claims Dashboard Reporting Guide, Grievance System Reporting Guide, and Provider Affiliation Transmission (PAT) User Manual.

Please direct questions regarding policy updates to the Contracts and Policy Unit at 602-417-4295 or 602-417-4055 or email at DHCMContractsandPolicy@azahcccs.gov.

UPDATES AND REVISIONS TO THE AHCCCS CONTRACTOR OPERATIONS MANUAL (ACOM)

To view the policies and attachments, please access the following link:

AHCCCS CONTRACTOR OPERATIONS MANUAL (ACOM)

CHAPTER 300, POLICY 320, HEALTH INSURER FEE

Policy 320, Health Insurer Fee was updated to reflect the Affordable Care Act's annual tax on health insurers, which took effect in 2014, it is suspended for one year until 2017. The suspension is for fees that would be paid in 2017 based on revenue received in 2016. This provision will impact the determination of actuarial soundness for Medicaid managed care plans subject to the fees.

- **ATTACHMENT A, CMS APPROVED RETRO-ACTIVE CAPITATION RATE ADJUSTMENT METHODOLOGY – ONE MONTH METHOD OF PAYMENT OF HEALTH INSURER FEE (HIF)**
  NONE AT THIS TIME.

- **ATTACHMENT B, HEALTH INSURER FEE LIABILITY REPORTING TEMPLATE**
  NONE AT THIS TIME.

UPDATES AND REVISIONS TO THE
AHCCCS OPERATIONAL REPORTING GUIDELINES
*INCLUDING: CLAIMS DASHBOARD REPORTING GUIDE, GRIEVANCE SYSTEM REPORTING GUIDE,
PROVIDER AFFILIATION TRANSMISSION (PAT) USER MANUAL*

To view the current Reporting Guides, please access the following link:
AHCCCS OPERATIONS REPORTING GUIDELINES

CLAIMS DASHBOARD REPORTING GUIDE
No revisions at this time.

GRIEVANCE AND APPEAL SYSTEM REPORTING GUIDE
No revisions at this time.

PROVIDER AFFILIATION TRANSMISSION (PAT) USER MANUAL
No revisions at this time.