

AHCCCS DFSM TRIBAL ALTCS

Chart of Report Deliverables and Due Dates for 2025

REPORT NAME	DATE DUE	SEND TO
Case Load Ratio and Supervisory Audit Tool	2025 15 days after the end of each quarter 1 st Quarter (Oct-Dec) report due by January 15 th , 2025 2 nd Quarter (Jan-March) report due by April 15 th , 2025 3 rd Quarter (April -June) report due by July 15 th , 2025 4 th Quarter (July-Sept) report due by October 15 th , 2025	Division of Fee for Service Management Tribal ALTCS Manager via upload to Tribal ALTCS Digital Toolbox https://www.azahcccs.gov/AmericanIndians/LongTermCareCaseManagement/CaseToolManagementDigitalToolBox/digitaltoolboxdeliverablereportsandschedule.aspx
Program Organizational Chart	Upon Execution of Agreement and as requested	Division of Fee for Service Management Tribal ALTCS Manager
ALTCS Personnel Changes	Within 30 days of the change	Division of Fee for Service Management Tribal ALTCS Manager
Quarterly Financial Report	60 calendar days after end of the quarter	Finance Manager Division of Managed Care Services (DMCS)
Annual Financial Audit	9 months after end of Tribal fiscal year	Finance Manager Division of Managed Care Services (DMCS)