

YAVAPAI COUNTY LONG TERM CARE



PROPOSAL

YCLTC RESPONSE TO RFP YH12-0001

**Arizona Health Care Cost Containment System
Arizona Long Term Care System
Elderly / Physically Disabled Program**



A. GENERAL MATTERS 1

- **Officer's Signature Page** 2
- **Officer's Checklist** 4
- **Amendment Number 1 - Signature Page** 7
- **Amendment Number 2 - Signature Page** 8
- **Section G. Representations and Certifications** 9
 - **Certification of Accuracy of Information Provided** 9
 - **Certification of Non-Coercion** 9
 - **Certification of Compliance -- Anti-Kickback/Laboratory Testing** 9
 - **Authorized Signatory** 9
 - **Officer's Mailing Address** 9
 - **Officer's General Information** 9
 - **Financial Disclosure Statement** 11
 - **Related Party Transactions** 16
 - **Officer's Offshore Performance of Work Prohibited** 17

B. CAPTION 18

- 1. **Capitation Rate Bid Hard Copy** 19
 - a. **Actuary's Attestation Statement** 20

C. ORGANIZATION 22

- **Moral and Religious Objection** 24
 - 2. **Moral and Religious Objection** 24
- **Organization and Staffing** 25
 - 3. **Key Personnel** 25
 - 4. **Key Positions less than Full Time** 52
 - 5. **Organizational Chart** 53
- **Sanctions** 55
 - 6. **Sanctions Submission** 55
- **Claims** 57
 - 7. **Claims Adjudication Process/Flow Chart** 57
 - 8. **Promote Electronic Claims** 68
 - 9. **Clinical Edits Adjudication Process** 69
- **Encounters** 72
 - 10. **Encounter Process/Flow Chart** 72