

## **DATA BOOK LAYOUT/FILE DESCRIPTION**

### **Overview**

The dates of service included in the Data Book Files are:

- 09 (10/01/2008 – 09/30/2009) contract year 27 (CYE 09)
- 10 (10/01/2009 – 09/30/2010) contract year 28 (CYE 10)
- 11 (10/01/2010 – 09/30/2011) contract year 29 (CYE 11)
- 12 (10/01/2011 – 03/31/2012) contract year 30 (CYE 12)

Completion factors have not been included in the Data Book Files data.

Additional information is contained in the Bidders' Library, Data Supplement, Section C – Data Book Introduction.

All Data Book Files exclude utilization, cost and member information for those populations that will no longer be covered by Acute Care Contractors, and by the CRS Contractor, as of October 1, 2013. For additional information on the excluded populations please refer below to “Data Book Files Exclusions” section.

### **Acute Care Services Data Book Files**

The Acute Care Data Book Files pertaining to utilization and cost data contain prospective information by contract year, by county, by Geographic Service Area (GSA), by Age/Gender, by Service Matrix Categories and by risk group (risk groups for which AHCCCS is setting rates are excluded). Individual Contractor information is not available. The Acute Care Data Book Files pertaining to member data contain prospective information across all the same factors as the utilization and cost Data Book Files, except for Service Matrix Categories.

The Acute Care Data Books consists of four separate text files:

1. Acute Care prospective cost and utilization information for those members receiving acute care services under this contract. Cost and utilization information related to deliveries will be excluded as it will be included in the Delivery Supplemental Data Book Files.
2. Acute Care prospective member month information for those members receiving acute care services under this contract.
3. Acute Care Delivery Supplement cost and utilization information for those members receiving acute care services under this contract.
4. Acute Care Delivery Supplemental Payment Count information for those members receiving acute care services under this contract and for whom the Contractors received delivery supplemental payments.

### **CRS Services Data Book Files**

The CRS Data Book Files pertaining to utilization and cost data contain information by contract year and Service Matrix Categories. The CRS Data Book File pertaining to member data contains information by contract year.

The CRS Data Books consists of three separate text files and one summary table (Table I below). All files include those members who will be the responsibility of the CRS Contractor as of October 1, 2013.

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1. CRS acute care cost and utilization information for those members receiving acute care services under this contract.
2. CRS specialty care cost and utilization information for those members receiving CRS specialty care services under this contract. This excludes CRS costs related to those members enrolled in the ALTCS/EPD program.
3. CRS behavioral health care cost and utilization information for those members receiving behavioral health care services under this contract.

Table I contains CRS prospective member month information for those members receiving any health care services under this contract.

**Table I – CRS Prospective Member Months**

<b>Contract Year Ending</b>	<b>CRS Prospective MMs</b>
CYE 09	220,128
CYE 10	256,195
CYE 11	278,490
CYE 12 (1st 6 months)	144,840

**Data Book Files Layout**

Section C of the Bidders’ Library, Data Supplement will contain ASCII text files that are comma delimited with a single-quote text qualifier, with the following names:

**Acute Care Bid Data Book Information**

- 1) Acute Care Prospective Cost and Utilization
- 2) Acute Care Prospective Member Months
- 3) Acute Care Delivery Supplement Cost and Utilization
- 4) Acute Care Delivery Supplemental Payment Count

**CRS Bid Data Book Information**

- 1) CRS Acute Care Cost and Utilization
- 2) CRS Specialty Care Cost and Utilization
- 3) CRS Behavioral Health Care Cost and Utilization

The layout and descriptions of the files are provided below. These files may be imported or read into an application program (i.e., Microsoft Excel, Microsoft Access etc.) for additional analysis and reporting. If loading into Excel, click on “Delimited”, click “Next,” then click “Comma,” then click the single-quote (') "Text Qualifier," then click “Next” and then “Finish.” If loading these files into MS Access, first click the "Delimited" button, then click "Next," then click the single-quote (') "Text Qualifier" and “First Row Contains Field Names” buttons. You may get a text box indicating that you have some invalid field names. If so, click “OK” (MS Access will automatically assign valid field names). Then continue clicking “Next” and then “Finish.”

**Acute Care Bid Data Book**

**Acute Care Prospective Cost and Utilization:**

Column Name	Description
CTRT-YR	Contract Year
CTRT-YR-DESC	Dates for the Contract Year
GSA	GSA Number
GSA-DESC	Description of the GSA (i.e. Counties in GSA)
CTY	County Number
CTY-NAME	County Name
SVC-CAT	Numeric Value for Service Categories
SVC-CAT-DESC	Service Categories
AGE-CAT	Numeric Age Breakouts
AGE-CAT-DESC	Age Breakout Descriptions
TANF-COST	TANF/KIDSCARE/BCCTP/SOBRA Costs
TANF-SVC	TANF/KIDSCARE/BCCTP/SOBRA Utilization
SSI-COST	SSI with Medicare Costs
SSI-SVC	SSI with Medicare Utilization
SIWO-COST	SSI without Medicare Costs
SIWO-SVC	SSI without Medicare Utilization
AHCCCS-CARE-COST	AHCCCS Care Costs
AHCCCS-CARE-SVC	AHCCCS Care Utilization

**Acute Care Prospective Member Months:**

Column Name	Description
CTRT-YR	Contract Year
CTRT-YR-DESC	Dates for the Contract Year
GSA	GSA Number
GSA-DESC	Description of the GSA (i.e. Counties in GSA)
CTY	County Number
CTY- NAME	County Name
AGE	Numeric Age Breakouts
AGE-DESC	Age Breakout Descriptions
TANF-MM	TANF/KIDSCARE/BCCTP/SOBRA Member Months
SSI-MM	SSI with Medicare Member Months
SIWO-MM	SSI without Member Months
AHCCCS-CARE-MM	AHCCCS Care Member Months

**Acute Care Delivery Supplement Cost and Utilization:**

Column Name	Description
CTRT-YR	Contract Year
CTRT-YR-DESC	Dates for the Contract Year
GSA	GSA Number
GSA-DESC	Description of the GSA (i.e. Counties in GSA)
CTY	County Number
CTY-NAME	County Name
SVC-CAT	Numeric Value for Service Categories
SVC-CAT-DESC	Service Categories
TOTL-COST	Total Costs
TOTL-SVC	Total Utilization

**Acute Care Delivery Supplemental Payment Count:**

Column Name	Description
CTRT-YR	Contract Year
CTRT-YR-DESC	Dates for the Contract Year
GSA	GSA Number
GSA-DESC	Description of the GSA (i.e. Counties in GSA)
CTY	County Number
CTY- NAME	County Name
TOTL-SUP-PMT-CNT	Count of Members Who Received a Delivery Supplemental Payment

**CRS Bid Data Book**

**CRS Acute Care Cost and Utilization:**

Column Name	Description
CTRT-YR	Contract Year
CTRT-YR-DESC	Dates for the Contract Year
GSA	GSA Number
GSA-DESC	Description of the GSA (i.e. Counties in GSA)
CTY	County Number
CTY- NAME	County Name
SVC-CAT	Numeric Value for Service Categories
SVC-CAT-DESC	Service Categories
TOTL-COST	Total Costs
TOTL-SVC	Total Utilization

**CRS Specialty Care Cost and Utilization:**

Column Name	Description
CTRT-YR	Contract Year
CTRT-YR-DESC	Dates for the Contract Year
GSA	GSA Number
GSA-DESC	Description of the GSA (i.e. Counties in GSA)
CTY	County Number
CTY- NAME	County Name
SVC-CAT	Numeric Value for Service Categories
SVC-CAT-DESC	Service Categories
TOTL-COST	Total Costs
TOTL-SVC	Total Utilization

**CRS Behavioral Health Care Cost and Utilization:**

Column Name	Description
CTRT-YR	Contract Year
CTRT-YR-DESC	Dates for the Contract Year
GSA	GSA Number
GSA-DESC	Description of the GSA (i.e. Counties in GSA)
CTY	County Number
CTY- NAME	County Name
SVC-CAT	Numeric Value for Service Categories
SVC-CAT-DESC	Service Categories
TOTL-COST	Total Costs
TOTL-SVC	Total Utilization

**Data Book Files Exclusions**

**Acute Care Bid**

All Data Book Files and member information exclude the following populations:

- Those members whose acute care expenditures will be integrated into the Maricopa County RBHA effective 10/01/13 (i.e. SMI members in Maricopa County)
- Those members whose acute care expenditures will be integrated into the CRS program effective 10/01/13
- Those members in the HIFA or MED risk groups which are no longer covered
- Those populations that the Offeror is not bidding on: all PPC risk groups and SOBRA Family Planning Extension Program

**CRS Bid**

All Data Book Files and member information exclude the following populations:

- Those members whose CRS costs will be integrated into the ALTCS/EPD program effective 10/01/13
- Those members in the HIFA or MED risk groups which are no longer covered

See the Bidders’ Library, Data Supplement, Section C – Data Book Information, Supplemental Data Book Reports for additional information.

**Reference Tables**

GSA	Counties Included
2	Yuma, La Paz
4	Apache, Coconino, Mohave, Navajo
6	Yavapai
8	Gila, Pinal
10	Pima, Santa Cruz
12	Maricopa
14	Cochise, Graham, Greenlee

County	County Description
1	Apache
3	Cochise
5	Coconino
7	Gila
9	Graham
11	Greenlee
13	Maricopa
15	Mohave
17	Navajo
19	Pima
21	Pinal
23	Santa Cruz
25	Yavapai
27	Yuma
29	La Paz

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Age Cat	Age Description
1	< 1
2	1-13
3	14-44 Male
4	14-44 Female
5	45-64
6	65+