

CONTRACT SECTION F, ATTACHMENT F3, CONTRACTOR CHART OF DELIVERABLES
 RBHA TITLE XIX/XXI
 EFFECTIVE OCTOBER 1, 2021

Area	Timeframe	Report	When Due	Contract Section/ Paragraph	Reference/Policy	Checklist-Template- Reporting Form	Submitted Via
DBF/CONTRACT PURCHASING	Ad Hoc	**Certifications of Insurance	Within 10 days of notification of contract award and prior to commencement of any services under this Contract	E,29	N/A	N/A	Email notification to AHCCCS Procurement Office: Procurement@azahcccs.gov
DBF/CONTRACT PURCHASING	Ad Hoc	**Insurance Material Change	Within 30 days of event	E,29	N/A	N/A	Email notification to AHCCCS Procurement Office: Procurement@azahcccs.gov
DBF/TPL UNIT	Ad Hoc	**Third Party Liability Reporting - Other Third Party Liability Recoveries: For Determination of a Mass Tort, Total Plan Case or Joint Case	Within 10 days of discovery	D,54	AHCCCS Technical Interface Guidelines; ACOM Policy 434	N/A	Email, Fax, or mail submission to AHCCCS TPL Contractor (HMS)
DBF/TPL UNIT	Ad Hoc	**Third Party Liability Reporting -Involving Commercial Insurance Payor Sources: TPL Leads File or Via the TPL Referral Web Portal	Within 10 days of discovery	D,54	AHCCCS Technical Interface Guidelines; ACOM Policy 434	N/A	AHCCCS FTP to AHCCCS ISD or TPL Referral Web Portal: ecenter.hmsy.com/to AHCCCS TPL Contractor (HMS)
DBF/TPL UNIT	Ad Hoc	**Total Plan Case Settlement Reporting Via the Settlement Notification Form (when reporting, Contractors must use the monthly file or the ad hoc form)	Within 10 business days from the settlement date	D,54	ACOM Policy 434	ACOM Policy 434, Attachment A	Email, Fax, or mail submission to AHCCCS TPL Management Analyst
DBF/TPL UNIT	Monthly	**Total Plan Case Settlement Reporting Via Monthly File (when reporting, Contractors must use the monthly file or the ad hoc form)	20 th day of the month	D,54	ACOM Policy 434	ACOM Policy 434, Attachment A	Email, Fax, or mail submission to AHCCCS TPL Management Analyst
DCAIR/OFFICE OF HUMAN RIGHTS	Ad Hoc	Copy of Appeal, Results of an Informal Conference, and Notices of Hearing in Appeals Concerning a Member in Need of Special Assistance	Upon Occurrence	D,9	AMPM Policy 320-R	N/A	Secure Email to: OHRts@azahcccs.gov
DCAIR/OFFICE OF HUMAN RIGHTS	Ad Hoc	Grievance or Request for Investigation and Grievance/Investigation Decision Letter Concerning a Member in Need of Special Assistance	Upon Occurrence	D,9	AMPM Policy 320-R	N/A	Secure Email to: OHRts@azahcccs.gov
DCAIR/OFFICE OF HUMAN RIGHTS	Ad Hoc	Notification of a Member in Need of Special Assistance	Within 5 days of meeting criteria	D,9	AMPM Policy 320-R	N/A	AHCCCS QM Portal
DCAIR/OFFICE OF HUMAN RIGHTS	Ad Hoc	Notification of a Member No Longer in Need of Special Assistance	Within 10 days of no longer meeting criteria	D,9	AMPM Policy 320-R	N/A	AHCCCS QM Portal
DCAIR/OFFICE OF HUMAN RIGHTS	Ad Hoc	Updates to Special Assistance Member Demographics	Within 5 business days of change	D,9	AMPM Policy 320-R	N/A	AHCCCS QM Portal
DCAIR/OFFICE OF INDIVIDUAL AND FAMILY AFFAIRS	Quarterly	**Peer/Recovery Support Specialist Involvement in Service Delivery	15 days after the end of each quarter	D,5	AMPM Policy 963	AMPM Policy 963, Attachment A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DCAIR/OFFICE OF INDIVIDUAL AND FAMILY AFFAIRS	Quarterly	**Roster of Peer and Family Committee Members	15 days after the end of each quarter	D,5	N/A	Reporting Form as provided by DCAIR, OIFA Bureau Chief	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)

DCAIR/OFFICE OF INDIVIDUAL AND FAMILY AFFAIRS	Ad Hoc	New Peer-Run and/or Family-Run Organization Request Form	As needed	D,5	N/A	Reporting Form as provided by DCAIR, OIFA Bureau Chief	SharePoint
DCAIR/OFFICE OF INDIVIDUAL AND FAMILY AFFAIRS	Ad Hoc	OIFA Strategic Plan	Upon request	D,15	N/A	N/A	SharePoint
DCAIR/OFFICE OF INDIVIDUAL AND FAMILY AFFAIRS	Quarterly	**Credentialed Parent/Family Support Specialist Involvement in Service Delivery	15 days after the end of each quarter	D,5	AMP Policy 964	AMP Policy 964, Attachment A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DGA/GRANTS	Annually	**Substance Use Treatment Program Report	July 31	D,23	N/A	Reporting Form as provided by DGA, Grant Manager	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DGA/GRANTS	Semi-Annually	**OUD Provider List	January 1; July 1	D,11	N/A	Reporting Form as Provided by the Grants Administrator	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/CLINICAL RESOLUTION	Ad Hoc	Contractor Response to AHCCCS Regarding Member Grievances (Response to Problem Resolution)	Initial two to 72 hour response as indicated by complaint urgency	D,25	N/A	N/A	Email to the Clinical Resolution Specialist
DHCM/CLINICAL RESOLUTION	Ad Hoc	Survivors of Sex Trafficking Outreach Activity Results	Within seven days of notification	D,23	N/A	N/A	Email to the Clinical Resolution Specialist
DHCM/EMPLOYMENT	Quarterly	Psychiatric Rehabilitation Progress Report	15 days after the end of each quarter	D,9	ACOM Policy 447	ACOM Policy 447, Attachment A	SharePoint
DHCM/FINANCE	Ad Hoc	**Change in Contractor Organizational Structure: Automatic Clearing House (ACH) Vendor Authorization Form	45 days prior to the effective date and commencement of operations	D,49	ACOM Policy 317	https://www.azahcccs.gov/PlansProviders/RatesAndBilling/FFS/directdeposit.html	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/FINANCE	Ad Hoc	Corporate Cost Allocation Plans and Adjustment in Management Fees	Prior approval required	D,50	AHCCCS Financial Reporting Guide	N/A	SharePoint
DHCM/FINANCE	Ad Hoc	Nursing Facility Contracted Rates for Reinsurance	30 days after a nursing facility rate change	D,53	AHCCCS Reinsurance Policy Manual	N/A	Email to: dhcmreinsurance@azahcccs.gov
DHCM/FINANCE	Ad Hoc	Performance Bond or Bond Substitute	30 days after notification from AHCCCS or upon self-identification of needed increase	D,43	ACOM Policy 305	N/A	Mail or hand-delivered sealed originals to DHCM Finance
DHCM/FINANCE	Ad Hoc	Physician Incentives: Contractual Arrangements with Substantial Financial Risk	45 days prior to implementation of the contract	D,41	N/A	N/A	SharePoint
DHCM/FINANCE	Ad Hoc	Proposed Rates and Adjustments	60 or 90 days in Advance of Implementation (refer to Contract Section D)	D,26; D,50	N/A	N/A	SharePoint
DHCM/FINANCE	Ad Hoc	Provider Payment Arrangements/Encounter Monitoring	Upon Request	D,60	AHCCCS Financial Reporting Guide	N/A	SharePoint
DHCM/FINANCE	Ad Hoc	Related Parties or Affiliates Advances, Loans, Loan Guarantees, Investments, Profit Sharing, or Equity Distributions	30 days prior to disbursement of funds	D,46	AHCCCS Financial Reporting Guide	N/A	Email notification to DHCM Finance Manager
DHCM/FINANCE	Annually	**Audited Financial Information for Controlling Entity	120 days after the Contractor's Fiscal Year End	D,47	AHCCCS Financial Reporting Guide	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/FINANCE	Annually	**Contract Year Annual Supplement	November 29	D,47	AHCCCS Financial Reporting Guide	AHCCCS Financial Reporting Guide	SharePoint (Submit one Deliverable for all Lines of Business under the ACC Deliverable in SharePoint)
DHCM/FINANCE	Annually	**Draft Audit Financial Reporting Package	90 days after Contractor's Fiscal Year end	D,47	AHCCCS Financial Reporting Guide	N/A	SharePoint (Submit one Deliverable for all Lines of Business under the ACC Deliverable in SharePoint)

DHCM/FINANCE	Annually	**Final Audit Financial Reporting Package	120 days after Contractor's Fiscal Year end	D,47	AHCCCS Financial Reporting Guide	N/A	SharePoint (Submit one Deliverable for all Lines of Business under the ACC Deliverable in SharePoint)
DHCM/FINANCE	Annually	Administrative Cost Allocation Plan	August 1	D,36	AHCCCS Financial Reporting Guide	N/A	SharePoint
DHCM/FINANCE	Annually	APM Strategies Certification (Final), Structured Payment File, and APM Indicator	April 30 (19 months of the end of the measurement year)	D,47	ACOM Policy 307	ACOM Policy 307, Attachment B	Email notification to DHCM Value Based Purchasing Analyst
DHCM/FINANCE	Annually	APM Strategies Certification (Initial)	April 1 of the measurement year	D,47	ACOM Policy 306; ACOM Policy 307	ACOM Policy 307, Attachment B	Email notification to DHCM Value Based Purchasing Analyst
DHCM/FINANCE	Annually	APM Strategies Certification (Interim), Structured Payment File, and APM Indicator	June 30 after the end of the measurement year	D,47	ACOM Policy 307	ACOM Policy 307, Attachment B	Email notification to DHCM Value Based Purchasing Analyst
DHCM/FINANCE	Annually	Capitation Rate Setting Actuarial Data Request	Two weeks after request	D,51	N/A	N/A	FTP Server with email notification to DHCM/Finance: Managed_Care_Finance@azahcccs.gov
DHCM/FINANCE	Annually	Community Reinvestment Plan	November 30	D,51	AHCCCS Financial Reporting Guide	N/A	SharePoint
DHCM/FINANCE	Annually	Community Reinvestment Report	June 30 following the contract year end	D,51	AHCCCS Financial Reporting Guide	N/A	SharePoint
DHCM/FINANCE	Annually	Draft Audit Financial Adjustments (Flat File)	90 days after the Contractor's Fiscal Year End	D,47	AHCCCS Financial Reporting Guide	N/A	FTP Server (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under the Title XIX/XXI RBHA Deliverable in SharePoint)
DHCM/FINANCE	Annually	Draft Audit Financial Information for Contractor (Flat File)	90 days after the Contractor's Fiscal Year End	D,47	AHCCCS Financial Reporting Guide	N/A	FTP Server (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under the Title XIX/XXI RBHA Deliverable in SharePoint)
DHCM/FINANCE	Annually	Final Audit Financial Adjustments (Flat File)	120 days after the Contractor's Fiscal Year End	D,47	AHCCCS Financial Reporting Guide	N/A	FTP Server (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under the Title XIX/XXI RBHA Deliverable in SharePoint)
DHCM/FINANCE	Annually	Final Audit Financial Information for Contractor (Flat File)	120 days after the Contractor's Fiscal Year End	D,47	AHCCCS Financial Reporting Guide	N/A	FTP Server (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under the Title XIX/XXI RBHA Deliverable in SharePoint)
DHCM/FINANCE	Annually	Medical Loss Ratio Report and Attestation	April 1 following the Contract Year end	D,47	AHCCCS Financial Reporting Guide	N/A	SharePoint
DHCM/FINANCE	Annually	Nursing Facility Contracted Rates for Reinsurance	October 1	D,53	AHCCCS Reinsurance Policy Manual	N/A	Email to: dhcmreinsurance@azahcccs.gov
DHCM/FINANCE	Annually	Performance Bond	30 days prior to performance bond expiration	D,43	ACOM Policy 305	ACOM Policy 305, Attachment A	Mail or Hand-Delivered to DHCM Finance Manager
DHCM/FINANCE	Annually	Performance Bond Attestation	October 1	D,43	ACOM Policy 305	ACOM Policy 305, Attachment A	Mail or Hand-Delivered to DHCM Finance
DHCM/FINANCE	Annually	Performance Measure and MLR Report	March 15 (2.5 months after the end of the measurement year)	D,50	ACOM Policy 307	ACOM Policy 307, Attachment C and Attachment D	Email Notification to the DHCM Value Based Purchasing Analyst

DHCM/FINANCE	Quarterly	**Financial Reporting Package for Medicare D-SNP LOB	60 days after the end of each quarter: (Oct - Dec: Due March 1) (Jan - March: Due May 30) (Apr - June: Due August 29) (July - Sept: Due Nov 29) If AHCCCS certified, the quarterly deliverable for Oct-Dec is due March 1st, if licensed through the Arizona Department of Insurance and Financial Institutions then the annual filing at March 31st is required and we do not require the quarterly Oct-Dec report at March 1st report.	D,47	AHCCCS Financial Reporting Guide	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/FINANCE	Quarterly	**Premium Tax Reporting	March 15; June 15; September 15; December 15	D,50	ACOM Policy 304	https://insurance.az.gov/insurers/taxes/ahcccs-contractor	SharePoint
DHCM/FINANCE	Quarterly	Cost Avoidance Savings Recovery Report	45 days after the reporting quarter: (Oct - Dec: Due Feb 14) (Jan - March: Due May 15) (Apr - June: Due August 14) (July - Sept: Due Nov 14)	D,54	AHCCCS Program Integrity Reporting Guide	N/A	SharePoint
DHCM/FINANCE	Quarterly	Financial Reporting Package	45 days after the end of each quarter: (Oct - Dec: Due Feb 14) (Jan - March: Due May 15) (Apr - June: Due August 14) (July - Sept: Due Nov 14)	D,47	AHCCCS Financial Reporting Guide	N/A	SharePoint (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under the Title XIX/XXI RBHA deliverable in SharePoint)
DHCM/FINANCE	Quarterly	FQHC Member Information	60 days after the end of each quarter: (Oct - Dec: Due March 1) (Jan - March: Due May 30) (Apr - June: Due August 29) (July - Sept: Due Nov 29)	D,33	AHCCCS Financial Reporting Guide	N/A	SharePoint
DHCM/FINANCE	Quarterly	Unaudited Financial Information for Contractor (Flat File)	45 days after the end of each quarter: (Oct - Dec: Due Feb 14) (Jan - March: Due May 15) (Apr - June: Due August 14) (July - Sept: Due Nov 14)	D,47	AHCCCS Financial Reporting Guide	N/A	FTP Server (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and Submit as one Deliverable in SharePoint)
DHCM/FINANCE	Quarterly	Verification of Receipt of Paid Services	15th day after the end of the quarter that follows the reporting quarter; (Oct-Dec: Due April 15)(Jan-March: Due July 15)(April-June: Due Oct 15) (July -Sept: Due Jan 15)	D,50	ACOM Policy 424	ACOM Policy 424, Attachment A	SharePoint
DHCM/HOUSING	Quarterly	Supportive Housing Report	15 days after the end of each quarter	D,11	N/A	N/A	SharePoint
DHCM/MCH/EPSTD	Ad Hoc	**AHCCCS Certificate of Necessity for Pregnancy Termination & AHCCCS Verification of Diagnosis by Contractor for Pregnancy Termination Requests	Within 10 days of identification	D,9	AMPMP Policy 410	AMPMP Policy 410, Attachment C and Attachment D	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MCH/EPSTD	Ad Hoc	Pregnancy Termination Report	Within 10 days of identification	D,9	AMPMP Policy 410	AMPMP Policy 410, Attachment E	SharePoint
DHCM/MCH/EPSTD	Ad Hoc	Sterilization Reporting	Within 10 days of identification	D,9	AMPMP Policy 420	AMPMP Policy 420, Attachment B	SharePoint
DHCM/MCH/EPSTD	Ad Hoc	Stillbirth Supplement Request	Within six months from the delivery date	D,9	AMPMP Policy 410	AMPMP Policy 410, Attachment B	SharePoint

DHCM/MCH/EPSTD	Annually	**Dental Program Plan (inclusive of Work Plan and Work Plan Evaluation)	July 30	D,9	AMP Policy 431	AMP Policy 431, Attachment B	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MCH/EPSTD	Annually	**EPSTD Program Plan (inclusive of Work Plan and Work Plan Evaluation)	July 30	D,9	AMP Policy 430	AMP Policy 430, Attachment F	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MCH/EPSTD	Annually	**Maternity and Family Planning Services Program Plan (inclusive of Work Plan and Work Plan Evaluation)	July 30	D,30	AMP Policy 420	AMP Exhibit 2A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MCH/EPSTD	Quarterly	EPSTD and Adult Monitoring Report (SMI)	Suspended	D,23	AMP Policy 430	AMP Appendix A	SharePoint
DHCM/MCH/EPSTD	Semi-Annually	Number of Pregnant Women who are HIV/AIDS-Positive	30 days after the reporting periods of: [10/1 through 3/31] & [4/1 through 9/30]	D,9	AMP Policy 410	AMP Policy 410, Attachment A	SharePoint
DHCM/MEDICAL MANAGEMENT	Ad Hoc	Catastrophic Reinsurance Request	Within 30 days for a newly enrolled member to plan or newly diagnosed	D,53	AHCCS Reinsurance Policy Manual	AHCCS Reinsurance Form - Request for Catastrophic Reinsurance: https://www.azahcccs.gov/PlansProviders/HealthPlans/Reinsurance/Letter and Supporting Medical Documentation	Right Fax
DHCM/MEDICAL MANAGEMENT	Ad Hoc	Changes to Interventions and Parameters to Contractor's Exclusive Pharmacy and/or Single Prescriber Process	30 days prior to implementation	D,23	AMP Policy 310-FF; AMP Policy 1025	AMP Policy 1025, Attachment A	SharePoint
DHCM/MEDICAL MANAGEMENT	Ad Hoc	Mental Health Parity Deficiencies Report	Within five business days of identifying the deficiency	D,11	ACOM Policy 110	Reporting Form as provided by DHCM, Medical Management Manager	SharePoint
DHCM/MEDICAL MANAGEMENT	Ad Hoc	PASRR Packet Including Invoice	Ad Hoc	D,9	AMP Policy 680-C	AMP Policy 680-C, Attachment A, Attachment B, and Attachment C	Email to: PASRRProgram@azahcccs.gov
DHCM/MEDICAL MANAGEMENT	Ad Hoc	Transplant Reinsurance Request	Within 30 days of the first component of the transplant	D,53	AHCCS Reinsurance Policy Manual	AHCCS Reinsurance Form - Request for Transplant Reinsurance: https://www.azahcccs.gov/PlansProviders/HealthPlans/Reinsurance/	Right Fax
DHCM/MEDICAL MANAGEMENT	Annually	**High Cost Behavioral Health Report	December 15-(for July-June 30 timeframe)	D,23	N/A	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MEDICAL MANAGEMENT	Annually	**Medical Management Program Plan (inclusive of Work Plan and Work Plan Evaluation)	July 30	D,23	AMP Policy 1010	AMP Policy 1010, Attachment A and Attachment B	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MEDICAL MANAGEMENT	Annually	**Transplant Reinsurance Crossover Member List	By October 30 of each contract year	D,53	AHCCS Reinsurance Policy Manual	Request for Catastrophic Reinsurance Form Letter and Member List Template	SharePoint
DHCM/MEDICAL MANAGEMENT	Annually	Documentation Supporting Compliance with Mental Health Parity	August 15	D,11	ACOM Policy 110	Reporting Form as provided by DHCM, Medical Management Manager	SharePoint
DHCM/MEDICAL MANAGEMENT	Annually	Drug Utilization Review	30 days after receipt of the questions from AHCCS	D,22	N/A	N/A	SharePoint
DHCM/MEDICAL MANAGEMENT	Annually	**Catastrophic Reinsurance and Crossover Member List	By October 30 of each contract year	D,53	AHCCS Reinsurance Policy Manual	Request for Catastrophic Reinsurance Form Letter and Member List Template	SharePoint
DHCM/MEDICAL MANAGEMENT	Monthly	24 Hours Post Medical Clearance ED Report	15 days after the end of each month	D,23	AMP Policy 1021	AMP Policy 1021, Attachment B	SharePoint

DHCM/MEDICAL MANAGEMENT	Quarterly	**DME Service Delivery Reporting	90 days after the end of the quarter (e.g., April-June due October 1)	D,26	AMPM Policy 310-P	AMPM Policy 310-P, Attachment A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MEDICAL MANAGEMENT	Quarterly	**Inpatient Hospital Showings Report	15 days after the end of each quarter	D,23	AMPM Policy 1020	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MEDICAL MANAGEMENT	Quarterly	**Transplant Log	15 days after the end of each quarter	D,23	AHCCCS Reinsurance Policy Manual	AHCCCS Reinsurance Manual, Reinsurance Form, Quarterly Transplant Log	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/MEDICAL MANAGEMENT	Quarterly	Justice System Reach-in Monitoring Report	15 days after the end of each quarter	D,23	AMPM Policy 1022	AMPM Policy 1022, Attachment A	SharePoint
DHCM/MEDICAL MANAGEMENT	Quarterly	Pharmacy and/or Prescriber - Member Assignment Report	15 days after the end of each quarter	D,23	AMPM Policy 310-FF; AMPM Policy 1025	AMPM Policy 1025, Attachment A	SharePoint
DHCM/MEDICAL MANAGEMENT	Quarterly	NOA Self-Audit Scores and Executive Summary	45 days after the end of each quarter	D,23	ACOM Policy 414	Reporting Form as provided by DHCM, Medical Management Manager	SharePoint
DHCM/MEDICAL MANAGEMENT	Semi-Annually	**Emergency Department Diversion Summary	April 15; October 15	D,23	AMPM Policy 1021	AMPM Policy 1021, Attachment C	SharePoint
DHCM/MEDICAL MANAGEMENT (PHARMACY DIRECTOR)	Annually	Drug Utilization Review Survey	June 1	D,22	N/A	N/A	SharePoint
DHCM/NETWORK	Ad Hoc	**Appointment Availability Review Methods	30 days prior to implementation of the proposed method	D,32	ACOM Policy 417	ACOM Policy 417, Attachment A	SharePoint
DHCM/NETWORK	Ad Hoc	**Proposed Alternative Multi-Specialty Interdisciplinary Care Providers	60 days prior to implementation	D,26	ACOM Policy 436	N/A	SharePoint
DHCM/NETWORK	Ad Hoc	**Provider/Network Changes Due to Rates Report	Within 30 days of identification of a provider change due to rates	D,28	ACOM Policy 415	ACOM Policy 415, Attachment D	SharePoint
DHCM/NETWORK	Ad Hoc	Material Change to Provider Network	60 days prior to expected implementation of the change	D,28	ACOM Policy 439	ACOM Policy 439, Attachment A	SharePoint
DHCM/NETWORK	Ad Hoc	Request for Exception to Network Standards	Immediately upon identification	D,26	ACOM Policy 436	N/A	SharePoint
DHCM/NETWORK	Ad Hoc	Unexpected Material Change to Provider Network – Analysis	Within one week of the 'Unexpected Material Change to Provider Network – Notification	D,28	N/A	N/A	SharePoint
DHCM/NETWORK	Ad Hoc	Unexpected Material Change to Provider Network – Notification	Within one business day	D,28	N/A	N/A	SharePoint
DHCM/NETWORK	Annually	**Provider Network Development and Management Plan	November 15	D,72	ACOM Policy 415	ACOM Policy 415, Attachment B	SharePoint
DHCM/NETWORK	Quarterly	**Appointment Availability Review	15 days after the end of each quarter	D,32	ACOM Policy 417	N/A	SharePoint
DHCM/NETWORK	Quarterly	Mobile Crisis Team Reporting	15 days from the end of the previous quarter: Quarter 1: January 15 Quarter 2: April 15 Quarter 3: July 15 Quarter 4: October 15	D,28	ACOM Policy 436	ACOM Policy 436, Attachment B	SharePoint
DHCM/NETWORK	Quarterly	Therapeutic Foster Care, Adult Behavioral Health Therapeutic Home, and Adult Foster Care Report	45 days after the end of each quarter	D,28	ACOM Policy 415	ACOM Policy 415, Attachment G	SharePoint
DHCM/NETWORK	Semi-Annually	**Minimum Network Requirements Verification Template	April 30; October 30	D,27	ACOM Policy 436	ACOM Policy 436, Attachment A	SharePoint
DHCM/NETWORK	Semi-Annually	Provider Affiliation Transmission (PAT)	April 15; October 15	D,27	AHCCCS Provider Affiliation Transmission Manual	N/A	FTP server with Email notification to DHCM Network Administrator
DHCM/OFFICE OF WORKFORCE DEVELOPMENT	Annually	**Network Workforce Development Plan	November 15	D,26	ACOM Policy 407	ACOM Policy 407, Attachment A	SharePoint

DHCM/OPERATIONS	Ad Hoc	**Administrative Services Subcontractor Non-Compliance Reporting	Within 30 days of discovery	D,36	ACOM Policy 438	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**Administrative Services Subcontracts	60 days prior to the beginning date of the subcontract	D,36	ACOM Policy 438	ACOM Policy 438, Attachment A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**Change in Contractor Organizational Structure: Notification	180 days prior to the effective date	D,49	ACOM Policy 317	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/OPERATIONS	Ad Hoc	**Change in Contractor Organizational Structure: Transition Plan Final Documents	90 days prior to the effective date	D,49	ACOM Policy 317	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/OPERATIONS	Ad Hoc	**Change in Contractor Organizational Structure: Transition Plan Initial Documents	180 days prior to the effective date	D,49	ACOM Policy 317	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/OPERATIONS	Ad Hoc	**Completed Change in Contractor Organizational Structure: Documents Required after AHCCCS Approval	Within 120 days of the completed Change in Contractor Organizational Structure	D,49	ACOM Policy 317	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**Contractor Request to Add Organizations to Attachment A, Organizations Recognized by AHCCCS	30 days prior to intended use	D,17	ACOM Policy 404	ACOM Policy 404, Attachment A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**ID Cards Requiring AHCCCS Approval	45 days prior to dissemination	D,17	ACOM Policy 433	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**Key Staff: Contact Information Change	Within one business day of the change	D,15	N/A	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**Key Staff: Key Position Change	Within 7 days of learning of resignation	D,15	N/A	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**Key Staff: Notification of Moving Functions Out of State	60 days prior to proposed change	D,15	N/A	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**Requests for Changes to Dental Prior Authorization Requirements	As Identified	D,9	AMPM Policy 431	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	**Requests for Changes to Uniform Warranty Requirements	As Identified	D,9	AMPM Policy 431	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/OPERATIONS	Ad Hoc	**Social Networking Applications Listing with URLs	Within 30 days of any changes	D,17	ACOM Policy 425	ACOM Policy 425, Attachment A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Claim Recoupments >12 Months from Original Payment	Upon identification by Contractor	D,51	ACOM Policy 412	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Data Processes for Recoupments	120 days from receipt of approval	D,51	ACOM Policy 412	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Independent Audits of Claims Payment/Health Information Systems	Upon request by AHCCCS	D,59	N/A	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Material Change to Business Operations	60 days prior to expected implementation of the change	D,42	ACOM Policy 439	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Member Information Materials	15 days prior to release	D,17	ACOM Policy 404	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Non-AHCCCS Required Survey Notification	15 days prior to conducting the survey	D,18	N/A	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Non-AHCCCS Required Survey Results	45 days after the completion	D,18	N/A	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Notification of Change to Website, Member Handbook, and/or Formulary URL	Within one business day	D,17	ACOM Policy 404	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Provider Advances, Loans, Loan Guarantees, or Investments	10 days prior to disbursement of funds	D,46	ACOM Policy 418	N/A	SharePoint

DHCM/OPERATIONS	Ad Hoc	Repayment of Advances, Loans, Loan Guarantees, or Investments	Upon completion of repayment or six months from date of AHCCCS approval, whichever comes first	D,46	ACOM Policy 418	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Single Claim Recoupments >\$50,000	30 days prior to initiating the recoupment, or earlier if the information is available	D,51	ACOM Policy 412	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	System Change Plan	Six months prior to expected implementation	D,60	N/A	N/A	SharePoint
DHCM/OPERATIONS	Ad Hoc	Telephone Performance Measures	15 days after the month of non-compliance	D,24	ACOM Policy 435	ACOM Policy 435, Attachment A	SharePoint
DHCM/OPERATIONS	Annually	**Administrative Services Subcontractor Evaluation Report	Within 90 days of the start of the Contract Year	D,36	ACOM Policy 438	ACOM Policy 438, Attachment B	SharePoint
DHCM/OPERATIONS	Annually	**Continuity of Operations and Recovery Plan Summary	15 days after the start of the Contract Year	D,69	ACOM Policy 104	ACOM Policy 104, Attachment A	SharePoint
DHCM/OPERATIONS	Annually	**Cultural Competency Plan Assessment	45 days after the start of the Contract Year	D,19	ACOM Policy 405	ACOM Policy 405, Attachment A	SharePoint
DHCM/OPERATIONS	Annually	**Key Staff: Organization Chart, Functional Organization Chart, Listing of All Key Staff Information	15 days after the start of the Contract Year	D,15	N/A	N/A	SharePoint
DHCM/OPERATIONS	Annually	**Language Access Plan	45 days after the start of the Contract Year	D,17	ACOM Policy 405	ACOM Policy 405, Attachment A	SharePoint
DHCM/OPERATIONS	Annually	**Member Information Attestation Statement	45 days after the start of the Contract Year	D,17	ACOM Policy 404	ACOM Policy 404, Attachment C	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/OPERATIONS	Annually	**Social Networking Attestation and Applications Listing with URLs	Within 90 days of the start of the Contract Year	D,17	ACOM Policy 425	ACOM Policy 425, Attachment A	SharePoint
DHCM/OPERATIONS	Annually	**Tribal Coordinator Report	November 1	D,23	N/A	N/A	SharePoint
DHCM/OPERATIONS	Annually	**Website Certification	45 days after the start of the Contract Year	D,17	ACOM Policy 404	ACOM Policy 404, Attachment B	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/OPERATIONS	Annually	Member Handbook	August 1	D,17	ACOM Policy 406	ACOM Policy 406, Attachment A	SharePoint (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under Title XIX/XXI RBHA Deliverable in SharePoint)
DHCM/OPERATIONS	Annually	Member Handbook (Final Approved Version)	On or before the start of the contract year	D,17	ACOM Policy 406	ACOM Policy 406, Attachment A	SharePoint (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under Title XIX/XXI RBHA Deliverable in SharePoint)
DHCM/OPERATIONS	Annually	PBM Subcontract	April 1	D,36	N/A	N/A	SharePoint
DHCM/OPERATIONS	Monthly	**Corrected Pended Encounter Data	Monthly, according to established schedule	D,60	AHCCCS Encounter Manual	N/A	FTP server
DHCM/OPERATIONS	Monthly	**New Day Encounter	Monthly, according to established schedule	D,60	AHCCCS Encounter Manual	N/A	FTP Server
DHCM/OPERATIONS	Monthly	Claims Dashboard	15 th day of the month following the reporting period	D,37	AHCCCS Claims Dashboard Reporting Guide	N/A	SharePoint
DHCM/OPERATIONS	Monthly	Crisis Call Report	15 days after month end	D,9	N/A	N/A	SharePoint (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and Submit as one Deliverable in SharePoint)

DHCM/OPERATIONS	Monthly	Grievance and Appeal System Report	First day of the 2nd month following the month being reported	D,25	AHCCCS Grievance and Appeal System Reporting Guide	N/A	SharePoint
DHCM/OPERATIONS	Quarterly	**Encounter Submission and Tracking	15 days after the end of each quarter	D,60	AHCCCS Encounter Manual	N/A	FTP server
DHCM/OPERATIONS	Quarterly	**Plan Overrides	15 days after the end of each quarter	D,60	AHCCCS Encounter Manual	https://www.azahcccs.gov/PlansProviders/HealthPlans/encounters.html	FTP server
DHCM/OPERATIONS	Quarterly	**Plan Voids	15 days after the end of each quarter	D,61	AHCCCS Encounter Manual	N/A	FTP server
DHCM/OPERATIONS	Quarterly	Telephone Performance Measures	15th day of the month following the reporting quarter	D,24	ACOM Policy 435	ACOM Policy 435, Attachment A	SharePoint
DHCM/OPERATIONS	Semi-Annually	**Member Newsletter	30 days prior to intended publication date	D,17	ACOM Policy 404	N/A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/QUALITY IMPROVEMENT	Ad Hoc	**Physician Incentives: Contractor-Selected and/or Developed Pay for Performance Initiative	Prior approval required	D,41	N/A	N/A	SharePoint
DHCM/QUALITY IMPROVEMENT	Ad Hoc	Accreditation Status – Receipt, Renewal, or Loss	Within 15 calendar days of notification or receipt	D,22	N/A	N/A	SharePoint
DHCM/QUALITY IMPROVEMENT	Ad Hoc	AHCCCS-Mandated PIP Report Updates (including required AHCCCS-Mandated PIP Final Reports)	As requested/required by AHCCCS	D,22	AMPMP Policy 980	As found on the AHCCCS QM/PI Templates & Checklists web page: https://www.azahcccs.gov/Resources/Contractor/Manuals/QMPIReporting.html	SharePoint
DHCM/QUALITY IMPROVEMENT	Ad Hoc	Contractor Self-Selected PIP Report Updates	As requested by AHCCCS	D,22	AMPMP Policy 980	As found on the AHCCCS QM/PI Templates & Checklists web page: https://www.azahcccs.gov/Resources/Contractor/Manuals/QMPIReporting.html	SharePoint
DHCM/QUALITY IMPROVEMENT	Ad Hoc	Immunization Audit	As requested by AHCCCS	D,22	AMPMP Policy 430	Reporting Form as provided by DHCM, Quality Improvement Manager	FTP Server with Email Notification to DHCM Quality Improvement Manager
DHCM/QUALITY IMPROVEMENT	Annually	AHCCCS-Mandated PIP Reports – Baseline or Remeasurement (Reflective of CY 2021 Measurement Period)	July 15	D,22	AMPMP Policy 980	As found on the AHCCCS QM/PI Templates & Checklists web page: https://www.azahcccs.gov/Resources/Contractor/Manuals/QMPIReporting.html	SharePoint
DHCM/QUALITY IMPROVEMENT	Annually	Contractor Self-Selected PIP Reports - Baseline, Remeasurement, or Final (Reflective of CY 2021 Measurement Period)	July 15	D,22	AMPMP Policy 980	As found on the AHCCCS QM/PI Templates & Checklists web page: https://www.azahcccs.gov/Resources/Contractor/Manuals/QMPIReporting.html	SharePoint
DHCM/QUALITY IMPROVEMENT	Annually	Contractor's Best Practices and Follow Up on Previous Year's EQR Report Recommendations (Reflective of Activities occurring during CYE 2021)	December 1	D,22	AMPMP Policy 920	As found on the AHCCCS QM/PI Templates & Checklists web page: https://www.azahcccs.gov/Resources/Contractor/Manuals/QMPIReporting.html	SharePoint
DHCM/QUALITY IMPROVEMENT	Annually	QM/PI Program Plan (inclusive of Work Plan and Work Plan Evaluation)	July 30	D,22	AMPMP Policy 920	As found on the AHCCCS QM/PI Templates & Checklists web page: https://www.azahcccs.gov/Resources/Contractor/Manuals/QMPIReporting.html	SharePoint

DHCM/QUALITY IMPROVEMENT	Quarterly	Performance Measure Monitoring Report - Reflective of Year to Date Performance	April 30; July 30; October 30	D,22	AMPMP Policy 920; AMPMP Policy 970	As found on the AHCCCS QM/PI Templates & Checklists web page: https://www.azahcccs.gov/Resources/Contractor/Manuals/QMPIReporting.html	SharePoint			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Actions Reported to the National Provider Data Bank (NPDB) or a Regulatory Board	Within one business day of decision for formal action to be taken in accordance with AMPMP Chapter 900	D,22	AMPMP Policy 960	N/A	Secure email notification to DHCM Quality Management at: CQM@azahcccs.gov			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Adverse Action Reporting and Rationale for the Adverse Action (Including Limitations and Terminations) of decision for formal action to be taken in accordance with Chapter 900 requirements	Within one business day of awareness	D,22	AMPMP Policy 960	N/A	Secure email notification to DHCM Quality Management at: CQM@azahcccs.gov			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Advisement of Sentinal Incidents, Accidents, and Deaths	Within one business day of awareness	D,22	AMPMP Policy 961	N/A	Secure Email to DHCM Quality Management at: CQM@azahcccs.gov			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Communication of Adverse Action to Provider	Within one business day	D,22	AMPMP Policy 950	N/A	Secure Email to DHCM Quality Management at: CQM@azahcccs.gov			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Credentialing and Re-Credentialing Denials	Within one business day	D,22	AMPMP Policy 950	N/A	Secure Email to DHCM Quality Management at: CQM@azahcccs.gov			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Health and Safety On-Site Review	Within 24 hours of completing the review	D,22	AMPMP Policy 960	AMPMP Policy 960, Attachment C	Secure Email to DHCM Quality Management at: CQM@azahcccs.gov			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Incident, Accident, and Death Reports (IAD/IRF)	Within one business day of awareness for Sentinal IAD's and within two business days of awareness for all others	D,22	AMPMP Policy 961	N/A	AHCCCS QM Portal			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Notification of Sentinel, High Profile and/or Potential Media-Coverage incidents	Within 24 hours of awareness	D,22	AMPMP Policy 961	N/A	Secured email notification to Quality Management at CQM@azahcccs.gov with cc to DHCM Clinical Administrator as appropriate			
DHCM/QUALITY MANAGEMENT	Ad Hoc	QOC Resolution Report	As specified in AMPMP Policy 960	D,22	AMPMP Policy 960	N/A	AHCCCS QM Portal with QM Portal notification to assigned DHCM QM Coordinator			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Redacted IAD,IRF and QOC Documents Involving a Behavioral Health Provider Serving SMI, Children, and anyone Under COE or COT	Within three days of Contractor review or completion of IAD/IRF/QOC process	D,22	AMPMP Policy 960	N/A	AHCCCS QM Portal			
DHCM/QUALITY MANAGEMENT	Ad Hoc	Redacted S&R Individual Reports Concerning All Enrolled Individuals Receiving Services From A Behavioral Health Provider	Within three days of Contractor review or completion of IAD/IRF/QOC process	D,22	AMPMP Policy 962	AMPMP Policy 962, Attachment A	AHCCCS QM Portal			
DHCM/QUALITY MANAGEMENT	Ad Hoc	S&R Individual Reports Concerning All Enrolled Individuals	Within three days of Contractor receipt	D,22	AMPMP Policy 962	AMPMP Policy 962, Attachment A	AHCCCS QM Portal			
DHCM/QUALITY MANAGEMENT	Annually	**Contractor Monitoring Summary	December 15	D,22	AMPMP Policy 910	N/A	SharePoint			
DHCM/QUALITY MANAGEMENT	Quarterly	**Credentialing Report	30 days after the end of each quarter	D,22	AMPMP Policy 950	AMPMP Policy 950, Attachment A	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)			
DHCM/QUALITY MANAGEMENT	Quarterly	IRR Metrics and Evidence of Completed IRR Activities	45 days after the end of each quarter	D,22	N/A	As found on the AHCCCS QM/PI Templates & Checklists web page: https://www.azahcccs.gov/Resources/Contractor/Manuals/QMPIReporting.html	SharePoint			

DHCM/SYSTEMS OF CARE	Ad Hoc	**Behavioral Health Residential Facility Medical Necessity Criteria	As changes are made to criteria	D,9	AMP Policy 320-V	N/A	SharePoint
DHCM/SYSTEMS OF CARE	Ad Hoc	**Copy of each Collaborative Protocol and MOU with System Stakeholders	Within 30 days of a change	D,23	N/A	N/A	SharePoint
DHCM/SYSTEMS OF CARE	Ad Hoc	**Out of State Placement Initial Notification	Prior to placement or upon notification of placement	D,9	AMP Policy 450	N/A	AHCCCS QM Portal
DHCM/SYSTEMS OF CARE	Ad Hoc	**Out of State Placement Progress Update	Every 30 days following initial placement	D,9	AMP Policy 450	N/A	AHCCCS QM Portal
DHCM/SYSTEMS OF CARE	Ad Hoc	Behavioral Health Clinical Chart Audit Methodology	Suspended	D,11	AMP Policy 940	N/A	SharePoint
DHCM/SYSTEMS OF CARE	Annually	**Provider Case Management Plan	December 15	D,11	AMP Policy 570	AMP Policy 570, Attachment A	SharePoint
DHCM/SYSTEMS OF CARE	Annually	ABHTH Placement Medical Necessity Criteria	December 15	D,9	AMP Policy 320-X	N/A	SharePoint
DHCM/SYSTEMS OF CARE	Annually	SMI Targeted Services Report	May 15	D,11	N/A	Reporting Form as provided by DHCM/Systems of Care, Integrated Care Administrator	SharePoint (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under the Title XIX/XXI RBHA Deliverable in SharePoint)
DHCM/SYSTEMS OF CARE	Annually	TFC Placement Medical Necessity Criteria	December 15	D,9	AMP Policy 320-W	N/A	SharePoint
DHCM/SYSTEMS OF CARE	Monthly	**AzSH Monitoring Report	15 days after the end of the month	D,11	AMP Policy 1021	AMP Policy 1021, Attachment D	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/SYSTEMS OF CARE	Monthly	**Outpatient Commitment COT Monitoring	15 days after month end	D,9	AMP Policy 320-U	Reporting Form as Provided by DHCM, Integrated Care Manager	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
DHCM/SYSTEMS OF CARE	Monthly	**Psychiatric Security Review Board (PSRB)/Guilty Except Insane (GEI) Conditional Release Report	5th day of the following month	D,23	AMP Policy 1021	AMP Policy 1021, Attachment A	SharePoint
DHCM/SYSTEMS OF CARE	Quarterly	Behavior Analysis Benefit Report	15 days after the end of each quarter	D,11	N/A	Reporting Form as provided by DHCM, Integrated Care Administrator	SharePoint
DHCM/SYSTEMS OF CARE	Semi-Annually	Behavioral Health Clinical Chart Audit Findings and Summary Report	Suspended	D,11	AMP Policy 940	Reporting Form as provided by DHCM, Clinical Quality Project Manager	SharePoint
DMPS/MEMBER CONTACT AND DATA UNIT	Ad Hoc	AHCCCS Notification to Waive Medicare Part D Co-Payments	Immediately upon identification	D,56	ACOM Policy 201	ACOM Policy 201, Attachment A	Email to: mcdmembersescalations@azahcccs.gov
OALS	Ad Hoc	Change in Contractor Organizational Structure: Disclosure of Ownership and Control and Disclosure of Information on Persons Convicted of a Crime Information	No later than 35 days after any change	D,58	ACOM Policy 103; ACOM Policy 317	ACOM Policy 103, Attachment A and Attachment A1	SharePoint
OALS	Ad Hoc	State Fair Hearing Request Documentation: Claim Dispute Request	No later than five business days from receipt of the hearing request	F,Att F2	ACOM Policy 445	ACOM Policy 445, Attachment A	FTP server
OALS	Ad Hoc	State Fair Hearing Request Documentation: Expedited Member Appeal Request	No later than one business day from receipt of the expedited hearing request	F,Att F1	ACOM Policy 445	ACOM Policy 445, Attachment A	FTP server
OALS	Ad Hoc	State Fair Hearing Request Documentation: Standard Member Appeal Request	No later than five business days from receipt of the hearing request	F,Att F1	ACOM Policy 445	ACOM Policy 445, Attachment A	FTP server
OALS	Annually	Disclosure Information: Disclosure of Ownership and Control and Disclosure of Information on Persons Convicted of a Crime including Attestation	October 1	D,58	ACOM Policy 103	ACOM Policy 445, Attachment A	SharePoint

OALS	Quarterly	Non-Title XIX/XXI and SMI Grievance and Appeal Report	30 days after quarter end	D,25	ACOM Policy 444; ACOM Policy 446	ACOM Policy 103; Attachment A and Attachment A1	SharePoint (Combine Non-Title XIX/XXI Contract Deliverable with Title XIX/XXI Contract Deliverable and submit under the Title XIX/XXI RBHA Deliverable in SharePoint)
ODA	Ad Hoc	**Corporate Compliance: CMS Compliance Issues Related to HIPAA Transaction and Code Set Complaints or Sanction	Immediately upon discovery	D,58	N/A	Reporting Form as provided by BHGA, Unit Administrator	SharePoint
ODA	Ad Hoc	IMD Placement Exceeding 15 Days	Within one business day of identification	D,9	ACOM Policy 109	N/A	Email to: IMDPlacement@azahcccs.gov
ODA	Ad Hoc	Medical Records or Supporting Documentation	As specified in the requesting letter	D,20	AHCCCS Data Validation User Manual	N/A	FTP Server
ODA	Annually	**AHCCCS Security Rule Compliance Report	June 1	D,60	ACOM Policy 108	ACOM Policy 109, Attachment A	FTP server
OIG	Ad Hoc	Corporate Compliance: Exclusions Identified Regarding Persons Convicted of a Crime	Immediately upon identification	D,58	ACOM Policy 103	N/A	SharePoint
OIG	Ad Hoc	Corporate Compliance: External Auditing Schedule-Changes	Within seven days of change	D,58	ACOM Policy 103	N/A	SharePoint
OIG	Ad Hoc	Recovered Overpayment	Within 10 days of recovered overpayment	D,58	ACOM Policy 103	N/A	SharePoint
OIG	Ad Hoc	Report of Alleged Fraud, Waste, Abuse of the AHCCCS Program	Within 10 calendar days	D,58	ACOM Policy 103	N/A	AHCCCS Website: www.azahcccs.gov/Fraud/ReportFraud/
OIG	Ad Hoc	Transactions Between the Contractor and a Party in Interest	Within seven business days	D,58	ACOM Policy 103	ACOM Policy 103, Attachment A and Attachment A1	SharePoint
OIG	Annually	**Corporate Compliance Plan	15 days after the start of the Contract Year	D,58	ACOM Policy 103	ACOM Policy 103, Attachment B	SharePoint (Submit one deliverable for all lines of business under the ACC Contract in SharePoint)
OIG	Semi-Annually	Corporate Compliance: Audit Report	January 15; July 15	D,58	ACOM Policy 103	N/A	SharePoint
OIG	Semi-Annually	Corporate Compliance: External Audit Plan/Schedule	November 1; May 1	D,58	ACOM Policy 103	ACOM Policy 103, Attachment C	SharePoint

