

April 7, 2017

Mike Zenobi  
Maricopa Integrated Health System  
2601 E. Roosevelt Street  
Phoenix, Arizona 85008

**RE: Transition Responsibilities Following Contract Termination**

Dear Mr. Zenobi:

The purpose of this letter is to inform you of operational and reporting requirements related to the termination of Maricopa Integrated Health System's (MIHS) Maricopa Health Plan (MHP) Contract with AHCCCS, YH14-0001-05. MHP is required to produce a number of reports and continue certain activities after the Contract termination date of February 1, 2017. MHP must ensure adequate staff are maintained to perform these functions until all contract terms are satisfied.

MHP will be responsible for submitting any deliverables related to activities/reporting prior to February 1, 2017. Additionally, as outlined in Acute Care Contract Paragraph 9, Transition Activities, MHP shall be responsible for reporting on the following:

- a. Notifying subcontractors and members;
- b. Paying all outstanding obligations for medical care rendered to members until AHCCCS is satisfied that the Contractor has paid all such obligations. The Contractor shall provide a monthly claims aging report including IBNR amounts (due the 15<sup>th</sup> day of the month, for the prior month);
- c. Providing Quarterly and Audited Financial Statements up to the date specified by AHCCCS. The financial statement requirement will not be absolved without an official release from AHCCCS;
- d. Continuing encounter reporting until all services rendered prior to contract termination have reached adjudicated status and data validation of the information has been completed, as communicated by a letter of release from AHCCCS;
- e. Cooperating with reinsurance audit activities on prior contract years until release has been granted by AHCCCS;
- f. Cooperating with AHCCCS to complete and finalize any open reconciliations, until release has been granted by AHCCCS. AHCCCS will work to complete any pending reconciliations as timely as can be completed, allowing for appropriate lag time for claims run-out and/or changes to be entered into the system;
- g. Submitting quarterly Quality Management and Medical Management reports as required by Section D, Paragraphs 23, Quality Management, and 24, Medical Management, as appropriate to provide AHCCCS with information on services rendered up to the date of contract termination. This will include Quality Of Care (QOC) concern reporting based on the date of service;
- h. Participating in and closing out Performance Measures and Performance Improvement Projects as requested by AHCCCS;

- i. Maintaining a Performance Bond in accordance with Section D, Paragraph 46, Performance Bond or Bond Substitute. A formal request to release the performance bond, as well as a balance sheet, must be submitted when appropriate;
- j. Indemnifying AHCCCS for any claim by any third party against the State or AHCCCS arising from the Contractor's performance of this contract and for which the Contractor would otherwise be liable under this contract;
- k. Returning to AHCCCS, any funds advanced to the Contractor for coverage of members for periods after the date of termination. Funds must be returned to AHCCCS within 30 days of termination of the contract;
- l. Providing a monthly accounting of Member Grievances and Claim Disputes and their disposition;
- m. Preserving and making available records within the timeframes required by state and federal law, including but not limited to, 45 CFR 164.530(j)(2) and 42 CFR 438.3(u)].
- n. Providing on an ad hoc basis a corporate compliance report that identifies CMS compliance issues related to HIPAA transaction and code set complaints or sanctions; and
- o. Value-Based Purchasing reporting requirements according to contract and policy.

The Contractor shall provide a list and contact information for those staff who will be performing close out functions of the MHP Contract, including, at a minimum, a point person for each of the following areas: Operations/Compliance, Clinical Quality Management, Data Analysis/Encounters, Finance, and Third Party Liability. Notification of any changes to these contacts should be provided to the assigned Operations Compliance Officer within 7 days of the change.

Please note the reporting requirements identified in this letter are not an exhaustive list. Additionally, information may be requested in the future to ensure that all operational and reporting requirements have been met.

Should you have any comments or questions regarding the requirements outlined above, please contact Christina Quast, Operations Administrator, at [Christina.Quast@azahcccs.gov](mailto:Christina.Quast@azahcccs.gov).

Sincerely,



Meggan Harley, CPPO, MSW  
Chief Procurement Officer

cc: Kathy Oestreich, UAHP  
Mary Consie, UAHP  
Tammy Magallanes, UAHP  
Sarah Spiekermeier, UAHP  
Shelli Silver, AHCCCS  
Virginia Rountree, AHCCCS  
Christina Quast, AHCCCS  
Michelle Holmes, AHCCCS  
Brenda Gobeli, AHCCCS