

311 - AHCCCS COMPLETE CARE PROGRAM TIERED RECONCILIATION (CYE 19 THROUGH CYE 22)

EFFECTIVE DATES: 10/01/18, 10/01/19, 10/01/21, 09/30/22

APPROVAL DATES: 10/18/18, 08/05/20, 08/06/21, 08/04/22

I. PURPOSE

This Policy applies to ACC Contractors for dates of service from October 1, 2018, until September 30, 2022. The purpose of this Policy is to specify the process and Contractor requirements regarding the ACC Program Tiered Reconciliation for CYE 19-CYE 22. The reconciliation applies to dates of service effective on and after October 1, 2018, until September 30, 2022, and is based upon Net Medical Expense and Net Capitation as specified in this Policy. AHCCCS shall recoup/reimburse a percentage of the Contractor's profit or loss for all Risk Groups as specified below using a tiered approach. All profit/loss sharing is based on adjudicated and approved encounter data and Subcapitated/Block Purchase Expense reports. This reconciliation is performed annually on a Contract year basis.

II. DEFINITIONS

For purposes of this Policy:

**ACCESS TO
PROFESSIONAL
SERVICE
INITIATIVE (APSI-
CYE 19 ONLY)**

A program to preserve and promote access to medical services through a uniform percentage increase to the Contractor's rates for professional services provided by qualified physicians and non-physician professionals affiliated with designated hospitals who meet the definition specified in ACOM Policy 325. APSI is applicable to this reconciliation for CYE 19 only.

**ADMINISTRATIVE
COMPONENT**

An amount equal to the administrative Per Member Per Month (PMPM) built into the capitation rates multiplied by the actual member months for the contract year being reconciled.

**HEALTH INSURANCE
PROVIDER FEE (HIPF)
CAPITATION ADJUSTMENT
(CYE 20 AND PRIOR)**

An amount equal to the capitation adjustment for the year being reconciled that accounts for the Contractor's liability for the excise tax imposed by section 9010 of the Patient Protection and Affordable Care Act and the premium tax and any other state or federal taxes associated with that portion of the capitation rate.

NET CAPITATION

PPC and prospective capitation, risk adjusted if applicable, plus Delivery Supplemental payments, less the Administrative Component, the HIPF Capitation Adjustment (CYE 20 and Prior), Access to Professional Service Initiative (APSI) capitation (CYE 19 only), the Premium Tax component, and the Pharmacy Benefit Manager (PBM) Component (CYE 20). An amount equal to the Alternative Payment Model (APM) Withhold shall be deducted from prospective capitation. Refer to ACOM Policy 306 for the definition and computation of the APM Withhold and ACOM Policy 325 for the calculation of APSI capitation (CYE 19 only).

NET MEDICAL EXPENSE

Prior Period Coverage (PPC) and prospective expenses reported through fully adjudicated and approved encounters plus Subcapitated/Block Purchase Expense incurred by the Contractor for covered services with dates of service during the Contract year being reconciled less (Access to Professional Service Initiative [APSI]) expenses (CYE 19 only). This shall not include the costs of COVID-19 vaccine and vaccine administration for CYE 22 (October 1, 2021, to September 30, 2022) only. Refer to ACOM Policy 302.

NON-CAPPED NEWBORN EXPENSES

In accordance with the ACC contract, the Contractors shall notify AHCCCS of a newborn born to an AHCCCS mother within one day of the date of birth. When notification is received timely, the Contractor receives capitation retroactive to the birth date. When notification is received late, the Contractor receives capitation beginning on the date of notification, but expenses shall be covered by the Contractor back to the date of birth. Encounters for dates of services from the date of birth to the day before a late notification are considered non-capped expenses and are excluded from capitation rate development and the reconciliation.

PHARMACY BENEFIT MANAGER (PBM) COMPONENT (CYE 20 ONLY)

An amount equal to the amount of Pharmacy Benefit Manager (PBM) spread pricing and PBM administrative expenses moved from medical expense to administrative expense, as self-reported in the quarterly financials on line 81305-01, as specified in the AHCCCS Financial Reporting Guide. This is for CYE 20 only.

PREMIUM TAX

The tax imposed pursuant to A.R.S. §36-2905 and §36-2944.01 for all payments made to Contractors for the Contract year.

**PRIOR PERIOD COVERAGE
(PPC)**

For Title XIX members, the period of time prior to the member's enrollment with a Contractor, during which a member is eligible for covered services. The timeframe is from the effective date of eligibility to the day a member is enrolled with a Contractor. Refer to A.A.C. 22. If a member is made eligible via the Hospital Presumptive Eligibility (HPE) program and is subsequently determined eligible for AHCCCS via the full application process, PPC for the member will be covered by AHCCCS Fee-For-Service and the member will be enrolled with the Contractor only on a prospective basis.

REINSURANCE

For purposes of this Policy, reinsurance means the actual reinsurance payments received by the Contractor as the result of medical expense incurred by the Contractor for covered services with dates of service during the Contract year being reconciled.

**SUBCAPITATED/BLOCK
PURCHASE EXPENSE**

Expenses incurred by the Contractor as payments to a provider under a Subcapitated or block purchase arrangement. The Subcapitated/Block Purchase Expenses used in this reconciliation are reported by the Contractor through quarterly financial reports in the format required by AHCCCS. The reported expenses are attested annually by an independent auditor and documented in the Contractors' Audit Report.

**TIERED RECONCILIATION
RISK GROUPS
(OR RISK GROUPS)**

Populations subject to this tiered reconciliation include all risk groups except State Only Transplants. Covered service expenses incurred for non-capped newborns and all others in a non-capped status (contract type N) are excluded from this reconciliation.

Additional Definitions are located on the AHCCCS website at: [AHCCCS Contract and Policy Dictionary](#).

III. POLICY**A. GENERAL**

1. The ACC Program tiered reconciliation shall be performed as specified below. The amount due from or due to the Contractor as the result of this reconciliation shall be based on aggregated profits and losses across all of the Tiered Reconciliation Risk Groups as specified below.
2. Access to Professional Service Initiative (APSI) is included in the Contractor's capitation rates for CYE 19 only; therefore, APSI expenses/capitation throughout this Policy is related to CYE 19 only.
3. PBM Component shall be removed for purposes of calculating Net Capitation in CYE 20. This PBM Component adjustment shall no longer be necessary for encounters with dates of service on and after 04/01/20.

- The reconciliation shall limit the Contractor’s Profit/Loss percent, as shown in the table below, to the percent of Net Capitation. If a Contractor’s profit is between zero percent and two percent, they keep 100 percent, and the State keeps nothing. If a Contractor’s profit is between two percent and six percent, the Contractor keeps 50 percent of what falls between two percent and six percent PLUS 100 percent of everything below two percent. Any profits over six percent are to be returned to the State. On the downside, a Contractor’s losses are capped at two percent; losses in excess of two percent are covered by the State. The tiered risk corridor is calculated according to the following schedule:

PROFIT	CONTRACTOR SHARE	STATE SHARE	MAX CONTRACTOR PROFIT	CUMULATIVE CONTRACTOR PROFIT
<= 2%	100%	0%	2%	2%
> 2% and <= 6%	50%	50%	2%	4%
> 6%	0%	100%	0%	4%

LOSS	CONTRACTOR SHARE	STATE SHARE	MAX CONTRACTOR LOSS	CUMULATIVE CONTRACTOR LOSS
<= 2%	100%	0%	2%	2%
> 2%	0%	100%	0%	2%

Refer to Attachment A for an example.

Profits in excess of the percentages set forth above shall be recouped by AHCCCS. Losses in excess of the percentages set forth above shall be paid to the Contractor.

B. AHCCCS RESPONSIBILITIES

- No sooner than six months after the end of the period to be reconciled, AHCCCS shall perform an initial reconciliation of Net Medical Expense to Net Capitation and Reinsurance, as follows:

Profit/Loss to be reconciled = Net Capitation – Net Medical Expense + Reinsurance payments.

Profit/Loss % = Profit/Loss to be reconciled divided by Net Capitation.

Attachment A provides an example of the tiered reconciliation calculation.

- AHCCCS shall utilize only Net Medical Expense supported by fully adjudicated and approved encounters and Subcapitated/Block Purchase Expense reported by the Contractor to determine the expenses subject to reconciliation. The enhanced portion of a payment for APSI that is subject to a unique reconciliation as specified in ACOM Policy 325 shall also be excluded (CYE 19 only) from this reconciliation. Subsequent to CYE 19, APSI shall no longer be built into the capitation rates and has no impact on this reconciliation.

3. AHCCCS shall utilize amounts paid to the Contractor for Reinsurance as of the date the reconciliation is processed to determine profit/loss to be reconciled.
4. AHCCCS shall compare fully adjudicated and approved encounters and audited self-reported Subcapitated/Block Purchase Expense information to financial statements and other Contractor submitted files for reasonableness.
5. For CYE 20 AHCCCS shall use data from the attested, audited financial reports to obtain PBM spread pricing and administrative fees that were moved from medical expense to administrative expense as reported on line 81305-01, as described in the AHCCCS Financial Reporting Guide.
6. AHCCCS shall provide the Contractor the data used for the initial reconciliation and provide written notice of the deadlines for review and comment by the Contractor. Upon completion of the review period, AHCCCS shall evaluate Contractor comments and make any adjustments to the data or reconciliation as warranted. AHCCCS shall then process partial distributions/recoupments through future monthly capitation payments.
7. A final reconciliation shall be performed no sooner than 15 months after the end of the period to be reconciled. This shall allow for completion of the claims lag, encounter reporting, and Reinsurance payments. AHCCCS shall provide the Contractor the data used for the final reconciliation and written notice of the deadline for review and comment by the Contractor. Upon completion of the review period, AHCCCS shall evaluate Contractor comments and make any adjustments to the data or reconciliation as warranted in order to pay or recoup within two years of the end of the Contract year.
8. Any amount due to or due from the Contractor as a result of the final reconciliation that was not distributed or recouped as part of the initial reconciliation shall be paid or recouped through a future monthly capitation payment.
9. AHCCCS shall include adjustments to the initial reconciliations to account for completion factors.

C. CONTRACTOR RESPONSIBILITIES

1. The Contractor shall submit encounters for medical expenses and those encounters shall reach fully adjudicated and approved status by the date required by AHCCCS. AHCCCS shall only utilize fully adjudicated and approved encounters reported by the Contractor to determine the Net Medical Expenses used in the reconciliation.
2. The Contractor shall maintain financial statements that separately identify all risk group transactions and shall submit such statements as required by Contract and in the format specified in the AHCCCS Financial Reporting Guide.

3. The Contractor shall monitor the estimated ACC program tiered reconciliation receivable/payable and record appropriate accruals on all financial statements submitted to AHCCCS on a quarterly basis as specified in the AHCCCS Financial Reporting Guide as specified in Contract.
4. It is the Contractor's responsibility to identify to AHCCCS any encounter data issues or necessary adjustments associated with the initial reconciliation by the deadlines for review and comment. It is also the responsibility of the Contractor to have any identified encounter data issues corrected, adjudicated, and approved no later than 15 months from the end of the period being reconciled. AHCCCS shall not consider any data for reconciliations submitted by the Contractor after these timeframes. Any encounter data issues identified that are the result of an error by AHCCCS shall be corrected prior to the final reconciliation.
5. The Contractor shall submit any additional data as requested by AHCCCS for reconciliation purposes (e.g., encounter detail file, Reinsurance payments, etc.).
6. The Contractor shall report all Subcapitated/Block Purchase Expense in a format requested by AHCCCS. Subcapitated/Block Purchase encounters should have a CN 1 code of 05 and a paid amount of \$0 for all encounters. All Subcapitated/Block Purchase encounters that have a health plan paid amount greater than \$0 shall be excluded from the reconciliation expenditures.
7. The Contractor shall report all PBM spread pricing and administrative fees in a format requested by AHCCCS. Effective 04/1/2020, PBM spread pricing and administrative fees should not be included in medical encounters, nor should they be reported as medical expense in quarterly financial reports.
8. If the Contractor performs recoupments/refunds/recoveries on claims, the related encounters shall be adjusted (voided or void/replaced) as specified in ACOM Policy 412. AHCCCS reserves the right to adjust any previously issued reconciliation results for the impact of the revised encounters and recoup any amounts due AHCCCS. If the Contractor does not submit the revised encounters within the required timeframe, AHCCCS shall impose administrative action on the Contractor for failure to meet the requirements of this Policy.