

PROGRAM INTEGRITY REQUIREMENTS VERIFICATION

Professional Standards	Vendor			Comments
	Yes	No	N/A	
Does the Qualified Vendor have a clear understanding of Compliance Standards to ensure Program Integrity in serving DDD member populations as outlined in DDD and AHCCCS policy?				
Does the Qualified Vendor have policies, procedures and necessary training regarding Disciplinary Actions for internal and external stakeholders that fail to comply with the Qualified Vendor's Compliance Standards and Medicaid Regulations?				
Does the Qualified Vendor's disciplinary actions for responding to compliance infractions include plans that address how internal investigations are conducted, time limits for closing and dispositioning investigations, corrective action options, when it is appropriate to involve an outside investigative agency such as law enforcement/DCS/APS, and when to report to DDD?				
Does the Qualified Vendor have internal controls in place for pre-employment screening such as employment verification, background checks, and exclusionary sanction lists including SAM, LEIE, Death Master, Adult Protective Services and Child Protective Services registries? <i>(See Qualified Vendor Readiness Review Checklists & Mandatory Reporting/All Services Information)</i>				
Does the Qualified Vendor obtain and track required employee certifications including CPR, First Aid, Level 1 Fingerprint Clearance, NPI, and AHCCCS Registration for Provider and clinical Staff? <i>(See Qualified Vendor Readiness Review Checklists & Mandatory Reporting/All Services Information)</i>				
Does the Qualified Vendor have required training and re-certification processes for employees as well as ensuring record retention in accordance with laws, regulations, and contractual requirements? <i>(See Qualified Vendor Readiness Review Checklists & Member and Employee Records)</i>				
Does the Qualified Vendor have methods or channels to address member complaints and grievances?				

Fraud, Waste, and Abuse	Vendor			Comments
	Yes	No	N/A	
Does the Qualified Vendor have internal controls to prevent or detect Fraud, Waste, and Abuse?				
Does the Qualified Vendor have policies, procedures and necessary training in place to define Fraud, Waste and Abuse for all internal and external stakeholders to ensure understanding and compliance with these expectations?				
Does the Qualified Vendor have policies, procedures and necessary training on the False Claims Act, Stark Law, Administrative remedies, Federal and State Level Penalties, Whistleblower Protections and Conflicts of Interest attestations?				
Does the Qualified Vendor have policies, procedures and necessary training and Standards of Conduct that clearly state the vendor's commitment to comply with Medicaid and Division standards/regulations?				
Does the Qualified Vendor have policies, procedures and necessary training that define specific's to Code of Federal Regulations which include required provisions of the False Claims Act and the Deficit Reduction Act?				
Does the Qualified Vendor have policies, procedures and necessary training in place to ensure thorough understanding of DES's Internal Audit Administration (IAA)?				
Does the Qualified Vendor have policies, procedures and necessary training to ensure understanding of the prevention and detection of FWA through monitoring and oversight? <i>(See Qualified Vendor Readiness Review Checklists & Monitoring and Oversight)</i>				
Does the Qualified Vendor have policies, procedures and necessary training of methods or channels for reporting FWA internally, as well as, to DDD directly, including timeframes to ensure contractual reporting?				
Monitoring of Paid Claims	Vendor			Comments
	Yes	No	N/A	
Does the Qualified Vendor have internal controls to ensure proper Billing and Claim submission?				
Does the Qualified Vendor have policies, procedures and necessary training in place to follow DDD protocol for Acceptable Claim Forms and processing?				
Does the Qualified Vendor have policies, procedures and necessary training regarding understanding of the American Indian Health Plan (AIHP), Fees for Service, Clean Claim, Recoupment/voids, Claim Reference Numbers, Evaluation Management Billing Codes, and diagnosis abiding by ICD-10?				

<p>Does the Qualified Vendor have policies, procedures and necessary training for understanding and can attest to claim submission timeframes as outlined by DDD and AHCCCS contractual requirements?</p>				
<p>Does the Qualified Vendor have policies, procedures and necessary training to ensure understanding of specific claims submission requirements when paper claims need to be filed?</p>				
<p>Does the Qualified Vendor have policies, procedures and necessary training in place to ensure understanding of what supporting documentation is required when voiding a claim submission and its process for correcting a claim submission through voiding?</p>				
<p>Does the Qualified Vendor have policies, procedures and necessary training in place to ensure understanding when claims submissions can be replaced or voided depending on error?</p>				
<p>Does the Qualified Vendor have policies, procedures and necessary training for internal claims audits including, supporting documentation on frequency of internal audits and documentation and workflow procedures on how to correct internal claims audit findings?</p>				
<p>Does the Qualified Vendor utilize a third-party external claim auditor to complete internal claims audits? If so, does external claims auditor have documentation regarding frequency of audits, summary of external claim auditor findings, and corrective action plans to address issues or concerns based on the external audit findings to bring claims submissions into compliance?</p>				
<p>Does the Qualified Vendor have internal controls in place regarding financial reporting to maintain a systems of checks and balances if not utilizing a third party external auditor for unbiased findings?</p>				