

415 PROVIDER NETWORK DEVELOPMENT AND MANAGEMENT PLAN; PERIODIC NETWORK REPORTING REQUIREMENTS

REVISION DATE: 1/17/2024, 3/22/2023, 1/26/2022

REVIEW DATE: 10/10/2023

EFFECTIVE DATE: October 1, 2019

REFERENCES: ACOM 415, 417, and 439; ACOM 415 Attachments A, B, D, F;
9 A.A.C. 22, Articles 1 and 2; A.R.S. §§ 36-2901, 36-3407; 42 CFR
457.1230, 42 CFR 438.207(b), Section F3, Contractor Chart of Deliverables

PURPOSE

This policy applies to the Division's Administrative Services Subcontractors (AdSS). This policy establishes AdSS requirements for the submission of the Network Development and Management Plan and other periodic reporting requirements.

DEFINITIONS

1. "Attachment" means attachment to Arizona Health Care Cost Containment System (AHCCCS) Contractor Operations Manual (ACOM) 415.
2. "Contract" means the Division's contract with AdSS.

POLICY

A. NETWORK DEVELOPMENT AND MANAGEMENT PLAN

1. The AdSS shall develop and maintain a Provider Network Development and Management Plan (NDMP), which assures the Division that the provision of covered services will occur as stated in the Contract [42 CFR 457.1230, 42 CFR 438.207(b)].
2. The AdSS shall evaluate and review activity and performance during the Contract year prior to the NDMP's submission date and address the AdSS's plan for network development and related activity during the Contract year in which it was submitted in the NDMP.
3. The AdSS shall specify in the NDMP the process to develop, maintain, and monitor an adequate Provider network that is supported by written agreements and is sufficient to provide access to all services covered under the Contract and satisfies all service delivery requirements.
4. The AdSS shall include in the NDMP a comprehensive description of elements identified in Attachment B and shall submit as

specified in Contract. In the submission, the AdSS shall include the following:

- a. Attachment A, Network Attestation Statement.
 - b. Attachment B, Network Development and Management Plan Checklist, in Microsoft Word format.
 - c. Attachment F, the Centers of Excellence Checklist (COE), in Microsoft Word format.
 - d. The Centers of Excellence (COE).
5. The AdSS shall notify the Division in writing when there has been a material change that would affect network capacity and services as outlined in Contract and AdSS Operations Manual, Policy 439. The changes include changes in services, geographic service areas, and payments.

B. PERIODIC NETWORK REPORTING

1. The AdSS shall submit Attachment D, as specified in Contract for Provider changes Due to rates report.
2. The AdSS shall submit changes resulting in a material change to the Division as specified in ACOM Policy 439.

SUPPLEMENTAL INFORMATION

DELIVERABLES:

Durable Medical Equipment (DME) Wheelchair Service Delivery Reporting;
Provider Network Development and Management Plan;
Provider/Network Changes Due to Rates Report Attachment D and E;
Centers of Excellence Attachment to Provider Network Development and
Management Plan