

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

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

REVIEW DATE: 10/10/2023

EFFECTIVE DATE: October 1, 2018

REFERENCES: ACOM 415, 417, and 439; ACOM 415 Attachments A, B, D, F;  
ACOM 417 Attachment A, B; 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**

The purpose of this policy is to establish Division requirements for the Division's submission of the Network Development and Management Plan and other periodic network reports to AHCCCS.

### **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 AHCCCS.

## **POLICY**

### **A. NETWORK DEVELOPMENT AND MANAGEMENT PLAN**

1. The Division shall develop and maintain a provider Network Development and Management Plan (NDMP) that assures AHCCCS that the provision of covered services will occur as stated in the Contract [42 CFR 457.1230, 42 CFR 438.207(b)].
2. The Division shall evaluate/review activity and performance during the Contract year prior to the NDMP's submission date and address the Division's plan for network development and related activity during the Contract year in which it was submitted.
3. The Division 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 Division 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 Division 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).

## **B. PERIODIC NETWORK REPORTING**

1. Provider Changes Due to Rates Report
  - a. The Division shall submit Attachment D, as specified in Contract.
  - b. The Division shall submit changes resulting in a material change to the network to AHCCCS as specified in ACOM Policy 439.
2. Service Delivery Standard Report
  - a. The Division shall submit the Home and Community Based Services (HCBS) Service Delivery Standard Report as

specified in the Contract. The Division shall include the following in the report:

- i. A description of the metrics used by the Division to measure the timeliness of its service delivery and its performance under those metrics,
- ii. A summary of the Division's performance under these metrics, and
- iii. A trended analysis of the current performance.

## **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, HCBS Standard Delivery Report.