

6006 AHCCCS DELIVERABLE SUBMISSION REQUIREMENTS

EFFECTIVE DATE: June 28, 2023

PURPOSE

The purpose of this policy is to outline the requirements of the Division staff when reviewing and submitting deliverables to AHCCCS. This policy applies to any Division staff responsible for receiving deliverables from the subcontracted health plans or completing an AHCCCS contract or ad hoc requests deliverable.

POLICY

A. DELIVERABLES RECEIVED FROM THE DIVISION'S SUBCONTRACTED HEALTH PLANS

Responsible Assigned Division staff shall follow AHCCCS Deliverable Submission Requirements and Administrative Services Subcontractor Compliance Monitoring procedures when completing a deliverable submission or response to AHCCCS involving engagement with the subcontracted health plans.

B. AHCCCS DELIVERABLE SUBMISSION

1. The Division shall complete accurate and timely deliverable submissions to AHCCCS.

2. Assigned Division staff shall follow AHCCCS Deliverable Submission Requirements procedure and submit accurate and complete deliverables to AHCCCS in accordance with the established due date.
 3. Division staff shall ensure a backup plan is in place for all contract deliverables by providing training to the identified accountable staff member.
- C.** The Division's Operational Compliance shall assign a corrective action plan to the functional area if any of the requirements in this policy are not met.