



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

DIVISION OF DEVELOPMENTAL DISABILITIES

Sent on Behalf of DES/DDD Business Operations

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TRANSMITTAL DATE: August 6, 2018

TOPIC: Timely Filing Requirements CORRECTION

Target Audience – All DES DDD Providers who bill claims in Focus:

Beginning on Monday, October 1, 2018, DES DDD will have additional system edits in place for all claims submitted for payment through Focus.

Providers have six months from the date of service to submit an initial claim. After the initial claim submittal, providers have twelve months (from the date of service) to get the claim clean.

Per Arizona Revised Statutes, §36-2904 G: *The Division shall not pay claims for system covered services that are **initially submitted more than six months after the date of the service** for which payment is claimed or after the date that eligibility is posted, whichever date is later, or that are **submitted as clean claims more than twelve months after the date of the service** for which payment is claimed or after the date that eligibility is posted, whichever date is later. For the purposes of this subsection:*

- 1. "Clean claims" means claims that may be processed without obtaining additional information from the subcontracted provider of care, from a non-contracting provider or from a third party but does not include claims under investigation for fraud or abuse or claims under review for medical necessity.*
- 2. "Date of service" for a hospital inpatient means the date of discharge of the patient.*
- 3. "Submitted" means the date the claim is received by the administration or the prepaid capitated provider, whichever is applicable, as established by the date stamp on the face of the document or other record of receipt.*

Questions related to this communication may be sent to DDD Customer Service Center DDDCustomerServiceCenter@azdes.gov or 1-844-770-9500.

Thank you!