

MCO Reports Companion Guide

Change Control Record

Date	Section(s)	Page(s)	Change
01-01-2017	Full Reports List	5	Added Annual report requirement to the CRCS listing.
	11.1.21 – 11.1.22	45-46	Deleted because it was a duplicate of pages 43-44.
	11.6	107-108	Updated with the latest Monthly MCO Fraud and Abuse Report format and definitions. Deleted four pages-- the outdated instructions, report key and data dictionary tables.
	14.5	112	Updated with the latest Encounter Submission Summary format.
	11.6	126-127	Updated with the latest Quarterly MCO Fraud and Abuse Report format and definitions. Deleted four pages-- the outdated instructions, report key and data dictionary tables.
	Bi-Annual/ Annual Reports List	207	Added annual report requirement to the CRCS listing.
	11.2.12	213-220	Updated with the latest PI Written Compliance Plan with DHHS comments.
10-11-2016	2 through 16	Throughout	Updated section numbers to reflect the renumbering in the Contract.
	2.1.10, 2.2.1.1, and 3.4.2	8	Added Organizational Chart, Personnel Resumes, and 834 reference.
	16.3.1	61-62	Moved Q&A Grid to section 16 to match the location in the Contract.
	Previously 3.2.8	75	Deleted Newborn Eligibility Request and Newborn Demographic Update Forms. Not in Contract.
	Previously 7.2.2	123	Deleted ACA Enhanced Physician Payment. Not in Contract.

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	Previously 2.2.2	216	Deleted Resumes for Key Personnel from the Annual requirement section. Contract specifies to submit Upon Change.
	Previously 2.2.4.4 and 5.1.6	216	Deleted Training Plan and Care Coordination Guidelines. Not in Contract.
10-01-2016	3.2.8	66-68	Updated the Manual Maternity Kicker section.
	3.7.1	70	Added statement to the Redetermination Report section regarding file creation cut-off.
	14.3.6.9-14.3.6.9.3	143-212	Removed the previous and inserted the current CRCS methodology letter and enclosures.
	14.3.6.9-14.3.6.9.3	213	Added the URL where the CRCS excel template can be downloaded.
	14.3.6.9-14.3.6.9.3	214	Model CRCS attestation letter moved to follow the report template.
	11.1 -- 11.2	222-234	Inserted PI Written Compliance Plan.
	15.7	237	Updated the screen shot of the Value Oriented Contracting certification template to match the current version. Added the comment that it should be submitted to DHHS via email and removed the reference to SharePoint.
	FTP Site Reporting	238	Added the label 'Appendix A' to the 'Reporting Sent Through FTP Site' section.
	FTP Site Reporting	239-245	Updated the 'Files Exchanged Between SCDHHS and MCOs' section.
	FTP Site Reporting	244	Inserted URL link where the 834 transaction file can be located.

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	FTP Site Reporting	261-262	Added the enrollment and disenrollment reason codes used by the enrollment broker.
	MMIS Tables	272	Added the label 'Appendix B' to the 'Medicaid Management Information System (MMIS) Tables' section.
05-01-2016	Intro	2	Updated the file name convention exceptions to include the Encounter Submission Summary.
	3.2.8	66	Updated the details for the manual maternity kicker request.
	3.2.8	68	Updated heading and inserted new screen shot of template.
	10.9.2 – 10.9.2.1.4	99-108	Updated the title of each section to match the report names and removed redundant use of the words report and template.
	14.2	117	Added file name convention example and explanation.
04-01-2016	Intro	2	Updated the examples provided to match the current Report Requirements Full List. Clarified that certain PI and TPL reports should not be submitted in duplicate to the MCO SharePoint site.
	Full Reports List	4-5	<p>Updated the Call Center Performance report name and description to accurately reflect the template which includes the Member English and Spanish language lines and the Provider Call Center.</p> <p>Deleted the Provider Call Center Performance report that was listed in section 13.2 but is actually a part of the overall Call Center Performance report.</p> <p>Added language to clarify that the TPL Verification report is submitted to the departments FTP site and that specific PI reports are submitted directly to the PI SharePoint site.</p>

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Date	Section(s)	Page(s)	Change
	Monthly Reports List	64	<p>Updated the Call Center Performance report name and description to accurately reflect the template which includes the Member English and Spanish language lines and the Provider Call Center.</p> <p>Deleted the Provider Call Center Performance report that was listed in section 13.2 but is actually a part of the overall Call Center Performance report.</p> <p>Added language to clarify that the TPL Verification report is submitted to the departments FTP site and that specific PI reports are submitted directly to the PI SharePoint site.</p>
	3.8	76	<p>Moved the provider call center performance to this section where it belonged and incorporated it into the Call Center Performance report. This matches the report template that the MCOs have been using. Updated the description to reflect the template's three worksheets.</p>
	6.1.1.5	83	<p>Updated to include the recent naming convention and submission location.</p>
	9.1.3.2	126	<p>Expanded the directions for clarification.</p>
	9.1.3.2	127	<p>Updated the description to match the template lay-out.</p>
	11.6	132	<p>Added item 6 specifying the report is submitted directly to the PI SharePoint site.</p>
	Bi-Annual/ Annual Reports List	199	<p>Added that the PI Written Compliance Plan is submitted directly to PI's SharePoint site.</p>
	11.2.2 – 11.2.9.1	205	<p>Added that the PI Written Compliance Plan is submitted directly to PI's SharePoint site.</p>
	FTP site reporting	209 - 210	<p>Updated the 837 encounter data daily file submission limits.</p>

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Date	Section(s)	Page(s)	Change
03-01-2016	Intro	2	Further clarified directions on file name convention for upload to SharePoint.
	Full Reports List	4-5	Standardized report names. Separated the Member Grievance Summary and Member Appeal Log into two entries. Updated the Section label for Member Grievance Summary and Member Appeal Log to Section 9.1.3.2 to match Amendment Two of the Contract. Updated the Section label for Provider Dispute Log to Section 9.2.14 to match Amendment Two of the Contract. Created Section 11.6 so it matched monthly and quarterly report lists.
	As Necessary/ Daily Reports List	7	Standardized report names.
	Monthly Reports List	64	Standardized report names.
	10.9.2 – 10.9.2.1.4	97	Added section heading.
	Quarterly Reports List	120	Standardized report names. Separated the Member Grievance Summary and Member Appeal Log into two entries. Updated the Section label for Member Grievance Summary and Member Appeal Log to Section 9.1.3.2 to match Amendment Two of the Contract. Updated the Section label for Provider Dispute Log to Section 9.2.14 to match Amendment Two of the Contract. Added Section 14.3.6.9 through 14.3.6.9.3 to the quarterly report list.
	7.2.2	122	Updated the MCO Withhold Report with the latest version.
	9.1.3.2	126	Re-numbered section heading to match Amendment Two of the Contract.
	9.2.14	129	Re-numbered section heading to match Amendment Two of the Contract.
	14.3.6.9 – 14.3.6.9.3	142	Added section heading.
	14.3.6.9 – 14.3.6.9.3	149	Added the CRCS report template.

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	14.3.6.9 – 14.3.6.9.3	150	Moved CRCS Attestation from page 121 to be with other CRCS documents.
	Bi-Annual/ Annual Reports List	199	Standardized report names.
02-01-2016	Intro	2	Label reports by reporting period. Submit 'nothing to report' versus not submitting.
	Full Reports List	5	Documented the 5 TPL reports and Encounter Submission Summary.
	Monthly Reports List	64	Documented the 5 TPL reports and Encounter Submission Summary in the monthly section.
	10.9.2 – 10.9.2.1.4	97-106	Details for TPL reports.
	14.2	117-118	Encounter Submission Summary Template and Definitions.