

**ATTACHMENT A**  
**PERIODIC REPORT REQUIREMENTS**

**CASUALTY PROGRAM**

- a. Acute-Disbursement Report
- b. Acute- Summary: All Reporting Categories Combined
- c. Acute- Summary: By Reporting Category
- d. Acute- Summary: By Reporting Code and Category
- e. LTC - Disbursement Report
- f. LTC - Summary: All Reporting Categories Combined
- g. LTC- Summary: By Reporting Category
- h. LTC- Summary: By Reporting Code and Category
- i. KidsCare - Disbursement Report
- j. KidsCare - Summary: All Reporting Categories Combined
- k. KidsCare- Summary: By Reporting Category
- l. KidsCare- Summary: By Reporting Code and Category
- m. HIFA Parent - Disbursement Report
- n. HIFA Parent - Summary: All Reporting Categories Combined
- o. HIFA Parent - Summary: By Reporting Category
- p. HIFA Parent - Summary: By Reporting Code and Category
- q. Referral & Verification Worksheet
- r. Lien Summary Report by County
- s. Deposits Worksheet
- t. Schedule of amounts due Acute and Long Term Care Contractors
- u. Casualty – MCO Pro Rata Worksheet
- v. Casualty – Settlement Notification Worksheet by Individual Settlement

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**RESTITUTION PROGRAM**

- a) Acute - Disbursement Report
- b) Acute - Summary: All Reporting Categories Combined
- c) Acute - Summary: By Reporting Category
- d) Acute - Summary: By Reporting Code and Category
- e) LTC - Disbursement Report
- f) LTC - Summary: All Reporting Categories Combined
- g) LTC- Summary: By Reporting Category
- h) LTC- Summary: By Reporting Code and Category
- i) KidsCare Disbursement Report
- j) KidsCare - Summary: All Reporting Categories Combined
- k) KidsCare- Summary: By Reporting Category
- l) KidsCare- Summary: By Reporting Code and Category
- m) HIFA Parent - Disbursement Report
- n) HIFA Parent - Summary: All Reporting Categories Combined
- o) HIFA Parent - Summary: By Reporting Category
- p) HIFA Parent - Summary: By Reporting Code and Category
- q) Unknown - Disbursement Report
- r) Unknown - Summary: All Reporting Categories Combined
- s) Unknown - Summary: By Reporting Category
- t) Unknown - Summary: By Reporting Code and Category
- u) Summary of the number of cases & dollars recovered by Rate Code
- v) Deposit Worksheet

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**ESTATE and TEFRA – ALTCS EPD**

- a) Disbursement Report
- b) Summary: All Reporting Categories Combined
- c) Summary: By Reporting Category
- d) Summary: By Reporting Code and Category
- e) Summary Referral & Verification Worksheet
- f) Summary Claiming & Deposits Worksheet
- g) Undue Hardship Decisions Report
- h) Deposit Worksheet

**ESTATE and TEFRA – ALTCS DD**

- a) Disbursement Report
- b) Summary: All Reporting Categories Combined
- c) Summary: By Reporting Category
- d) Summary: By Reporting Code and Category
- e) Summary Claiming & Deposits Worksheet
- f) Undue Hardship Decisions Report
- g) Deposit Worksheet

**TRUST and ANNUITY – ALTCS EPD**

- a) Disbursement Report
- b) Summary: All Reporting Categories Combined
- c) Summary: By Reporting Category
- d) Summary: By Reporting Code and Category y
- e) Summary Referral and Verification Worksheet

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- f) Summary Claiming & Deposits Worksheet
- g) Deposit Worksheet

**TRUST and ANNUITY – ALTCS DD**

- a) Disbursement Report
- b) Summary: All Reporting Categories Combined
- c) Summary: By Reporting Category
- d) Summary: By Reporting Code and Category y
- e) Summary Referral and Verification Worksheet
- f) Deposits Worksheet
- g) Deposit Worksheet

**HEALTH INSURANCE**

- a) Acute-Disbursement Report
- b) Acute- Summary: All Reporting Categories Combined
- c) Acute- Summary: By Reporting Category
- d) Acute- Summary: By Reporting Code and Category
- e) LTC EPD
  - a. Disbursement Report
  - b. Summary: All Reporting Categories Combined
  - c. Summary: By Reporting Category
  - d. Summary: By Reporting Code and Category
- f) LTC DD
  - a. Disbursement Report
  - b. Summary: All Reporting Categories Combined

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- c. Summary: By Reporting Category
- d. Summary: By Reporting Code and Category
- g) KidsCare - Disbursement Report
- h) KidsCare - Summary: All Reporting Categories Combined
- i) KidsCare- Summary: By Reporting Category
- j) KidsCare- Summary: By Reporting Code and Category
- k) HIFA Parent - Disbursement Report
- l) HIFA Parent - Summary: All Reporting Categories Combined
- m) HIFA Parent - Summary: By Reporting Category
- n) HIFA Parent - Summary: By Reporting Code and Category
- o) Schedule of amounts due Acute and Long Term Care Contractors
- p) Deposit Worksheet

**CREDIT BALANCE**

- a) Acute-Disbursement Report
- b) Acute- Summary: All Reporting Categories Combined
- c) Acute- Summary: By Reporting Category
- d) Acute- Summary: By Reporting Code and Category
- e) LTC EPD
  - a. Disbursement Report
  - b. Summary: All Reporting Categories Combined
  - c. Summary: By Reporting Category
  - d. Summary: By Reporting Code and Category

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- f) LTC DD
  - a. Disbursement Report
  - b. Summary: All Reporting Categories Combined
  - c. Summary: By Reporting Category
  - d. Summary: By Reporting Code and Category
- g) KidsCare - Disbursement Report
- h) KidsCare - Summary: All Reporting Categories Combined
- i) KidsCare- Summary: By Reporting Category
- j) KidsCare- Summary: By Reporting Code and Category
- k) HIFA Parent - Disbursement Report
- l) HIFA Parent - Summary: All Reporting Categories Combined
- m) HIFA Parent - Summary: By Reporting Category
- n) HIFA Parent - Summary: By Reporting Code and Category
- o) Schedule of amounts due Acute and Long Term Care Contractors
- p) Deposit Worksheet

**OTHER**

- a) **Administrative Hearings and Litigation Report** to include, at a minimum, the case name, cause number, grievance number, opposing counsel, case issue, Member name and identification number (if applicable), actions taken on the case through the end of the reporting period and case disposition (e.g. settled or withdrawn, amount of settlement).
- b) **Subpoena Report**
- c) **Open Check Report**

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**STATISTICAL REPORTS:**

- a) Casualty:
  - a. Monthly reconciliation of casualty referrals;
  - b. Monthly reconciliation of casualty inventory to include case counts and AHCCCS claim amounts;
  - c. Month end listing of AHCCCS claim amounts by Member; and,
  - d. Monthly report of referrals, by Acute and Long Term Care Contractor.
- b) Restitution:
  - a. Monthly reconciliation of the Restitution case inventory to include the number of Restitution cases and AHCCCS the claim amounts; and,
  - b. Month end listing of outstanding Restitution cases by Member.
- c) Estate:
  - a. Monthly reconciliation of the Estate case inventory to include the number of Estate cases and AHCCCS the claim amounts; and,
  - b. Month end listing of outstanding Estate cases by Member.
- d) TEFRA:
  - a. Monthly reconciliation of TEFRA Notice of Intent;
  - b. Monthly reconciliation of TEFRA inventory to include the number of TEFRA Liens and AHCCCS claim amounts; and,
  - c. Month end listing of outstanding TEFRA Liens by Member
- e) Trust:
  - a. Monthly reconciliation of the Trust case inventory to include the number of Estate cases and AHCCCS the claim amounts; and,
  - b. Month end listing of outstanding Trust cases by Member.
- f) Annuities:
  - a. Monthly reconciliation of the Annuity case inventory to include the

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number of Annuity cases and AHCCCS the claim amounts; and,

- b. Month end listing of outstanding Annuity cases by Member.