

DATE: June 21, 2023,
TO: Holders of the AHCCCS Contractor Operations Manual
FROM: DHCS Contracts and Policy
SUBJECT: AHCCCS Contractor Operations Manual (ACOM)

This memo describes additions and/or revisions to the ACOM. For questions regarding policy updates email the Contracts and Policy Unit at: DHCMContractsandPolicy@azahcccs.gov.

NAME CHANGE

Effective April 1, 2021, Comprehensive Medical and Dental Program (CMDP) changed to Comprehensive Health Plan (CHP) due to Behavioral health integration. Refer to Laws 2019, 1st Regular Session. AHCCCS is in the process of revising all pertinent documents to reflect the new name.

CONTRACT NAME CHANGE

Effective October 1, 2022, the Regional Behavioral Health Authority (RBHA) for the Managed Care Organizations was aligned with the Competitive Contract Expansion YH20-0002 to expand the provision of services for the awarded ACC-RBHA Contractors. AHCCCS is in the process of revising all pertinent documents to reflect this change.

AHCCCS CONTRACT AND POLICY DICTIONARY AND AHCCCS RELATED ACRONYMS

To view the AHCCCS Contract and Policy Dictionary, please access the following link:

[AHCCCS CONTRACT AND POLICY DICTIONARY](#)

The AHCCCS Contract and Policy Dictionary provides a centralized location for definitions that are utilized in various ACOM and AMPM Policies. A hyperlink to the location of the AHCCCS Contract and Policy Dictionary has been added to applicable policies. AHCCCS is in the process of adding an area within the Definition Section of all policies that identifies terms used/referenced in that policy to encourage viewing of the AHCCCS Contract and Policy Dictionary to better understand how AHCCCS defines the word or term. However, some policies have specific terms/definitions that may have a slightly different meaning for that respective Policy; those terms/definitions will remain in the Policy and will include a statement indicating 'For purposes of this Policy only'.

To view the AHCCCS Related Acronyms, please access the following link:

[AHCCCS RELATED ACRONYMS](#)

UPDATES AND REVISIONS TO THE AHCCCS CONTRACTOR OPERATIONS MANUAL (ACOM)

To view the policies and attachments, please access the following link:

[AHCCCS CONTRACTOR OPERATIONS MANUAL \(ACOM\)](#)

NONE

NEWLY ADDED TO APPROVED NOT YET EFFECTIVE

UPDATES AND REVISIONS TO THE AHCCCS CONTRACTOR OPERATIONS MANUAL (ACOM)

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[AHCCCS CONTRACTOR OPERATIONS MANUAL \(ACOM\)](#)

ACOM POLICY 301 - ALTCS E/PD PROGRAM TIERED RECONCILIATION

ACOM Policy 301 was revised for annual updates including updating definitions to align with order of attachment, adding an additional year and removing repetitive sentences, and minor formatting. Period has been changed to Contract Year for consistency throughout the policy.

Implementation Date 10/01/23.

○ **ATTACHMENT A – ALTCS E/PD PROGRAM TIERED RECONCILIATION - EXAMPLE**

Attachment A was revised to switch administrative component and case management component under capitation. Net capitation has been expanded to include all components in the description. Covid vaccine administration assumption was revised to add Contract Year 24. Pharmacy Benefit assumption was deleted, as this was only valid for Contract Year End 2020.

Implementation Date 10/01/23.

ACOM POLICY 311 - ACC AND ACC-RBHA PROGRAM TIERED RECONCILIATION

ACOM Policy 311 was revised to align with annual updates including adding dates for Contract Year End (CYE) 24 and minor formatting. Added clarification due to concern about the unwinding of the Public Health Emergency (PHE). Period has been changed to Contract Year for consistency throughout policy..

Implementation Date 10/01/23

○ **ATTACHMENT A – ACC AND ACC-RBHA PROGRAM TIERED RECONCILIATION - EXAMPLE**

Attachment A was revised to add Contract Year End (CYE) 24.

Implementation Date 10/01/23.

PREVIOUSLY ADDED TO APPROVED NOT YET EFFECTIVE

ACOM POLICY 101 – MARKETING

- **ATTACHMENT A – MARKETING ATTESTATION STATEMENT**
- **ATTACHMENT B – MARKETING ACTIVITIES REPORT**

Refer to revision memo 06/13/23
Implementation Date 10/01/23.

ACOM POLICY 327 – PEDIATRIC SERVICES INITIATIVE

Refer to revision memo 05/16/23
Implementation Date 10/01/23.