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Our first care is your health care
ARIZONA HEALTH CARE COST CONTAINMENT SYSTEM

DATE: November 13, 2006

TO: All Contracted LEAs

FROM: Tricia Krotenberg, M.Ed., MBA, MSBC Program Manager, AHCCCS
Claire Sinay, MPA, Manager, Office of Medical Policy and Program, AHCCCS

SUBJECT: Clarification of the Submission of Health Aide Claims

There seems to be an array of information that has been sent to the LEAs from a billing company as well as the Department of Education list serv implying that AHCCCS/MAXIMUS was not accepting Health Aide claims for the months July through September 2006. This is not the case.

It appears that this was a misinterpretation of the AHCCCS information regarding claiming for Health Aide services that was sent by AHCCCS in memo form on August 31, 2006 as well as through MAXIMUS Regional Information Sessions (RIS) that were conducted in September. The AHCCCS information stated that the audits conducted on Health Aide claims demonstrated that there were three key areas identified that appeared to be significant in nature regarding current policy that would disallow claiming. Those findings included:

- Insufficient or no documentation in the IEP
- Insufficient documentation on the service logs
- Incorrect methodology for calculating billable units resulting in over-billing.

The AHCCCS memo and RIS emphasized that the areas above resulted in a significant amount of inappropriate and invalid billing and if any LEA, after reviewing its procedures, determined that any of the above described errors were present, ***“the LEA must refrain from billing for the services provided by their Health Aides until such time as appropriate procedures are in place to ensure accurate calculation of units and correct IEP and Provider Log documentation.”*** At no time did AHCCCS or MAXIMUS communicate to the LEA that valid claims should not be submitted.

If you have any questions/concerns regarding this information or any other Medicaid billing related information please contact Tricia Krotenberg at (602)417-4149 or e-mail patricia.krotenberg@azahcccs.gov .

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