



Arizona MAXMessenger



DSC

OIG AUDIT

AHCCCS sent out a memo to all participating LEAs through MAXIMUS on August 21, 2008, to address the status of the OIG Audit of the DSC Program. If any LEA did not receive the memo, please contact your assigned MAXIMUS Account Manager.

CLINICAL NOTES GUIDANCE

The AHCCCS, ADE, LEA, and MAXIMUS Focus Work Group produced a Clinical Notes Guidance document and met to discuss and review it. The final document, along with an informational memo from AHCCCS, was e-mailed to LEAs on September 5, 2008. The Clinical Notes Guidance Document was also presented at the

Directors Institute Conference on September 11, 2008.

SUBCONTRACTING AUDITS

Some LEAs may be familiar with the audit process and auditors that MAXIMUS used previously. Subcontractors are being used once again for audits. Emerson Bench Consulting (EBC) and Great Arizona Central Credentialing Program (GACCP) may be contacting you to schedule and perform audits in the near future. They represent MAXIMUS and have been certified to handle confidential claiming information. LEAs may share with them any and all of the same documentation required by Program audits that they have been sharing with MAXIMUS. If LEA representatives have any questions, please contact your assigned MAXIMUS Account Manager.



DSC SPECIAL EDUCATION STUDENT ROSTERS DUE SEPTEMBER 30TH.



About three times a year, MAXIMUS will provide student Medicaid eligibility information to LEAs and/or their Billing Agents. The LEA, or their Biller, may submit a list of Special Education students only, including the student's name, date of birth, and gender, to MAXIMUS for us to match against the AHCCCS eligibility file. If there is an exact match, MAXIMUS will return the AHCCCS ID to the school district/Biller.

MAXIMUS provides the template for LEAs/Billers to use.

The spreadsheet/template must be completed exactly as directed and returned to:

AZDirect@maximus.com by **September 30, 2008**. Look for the template – they were sent via e-mail the first week of September.



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MAC

IMPORTANT MAC REMINDERS

- MAC Coordinator Training and Train-the-Trainer Sessions are September 8-11, 2008. In order for LEAs to stay compliant with program requirements, their MAC Coordinator must be trained once every 12 months. Please contact your assigned MAXIMUS Account Manager if you are in need of your annual training.
- MAC Financial Training will be October 20-21, 2008
- RMS Forms- Please remember forms that are not returned are counted as "Non-Medicaid", which

reduces the results percentage. MAC Coordinators need to be reviewing their No Response reports in WebMAC and following up to get all their forms completed and returned.

- WebMAC User ID and Passwords will expire if not used every thirty days. If you have difficulty getting into the WebMAC system, please notify your MAXIMUS Account Manager and they can have your User ID and Password reset.
- MAC Participant Training must be completed prior to the participant's assigned "moment in time" and within the previous 12 months. Written documentation of that training must be maintained for the LEA's audit file as well as being sent to MAXIMUS to support the validity of your participant's form.

Enjoy 
Fall!

Upcoming MAC Deadlines

October 2, 2008-- MER Students Selection Date for the Q408 & Q109 MAC District Wide Student Roster

October 7, 2008— All MAC Q3-08 Paper RMS forms are due back to MAXIMUS.

October 17, 2008— District Wide Student Roster for MER is due via e-mail to azmac@maximus.com

October 27, 2008— Q1-09 MAC Personnel Rosters Due

October 31, 2008— Q3-08 Cost Data Due (MAC Financials)

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