Timeliness of Claims Adjudication Report: INSTRUCTIONS

1. Report CLEAN claims only.   Clean claims are those that can be processed without obtaining additional information from the provider of the service or from a third party.

2. All counts/costs reported should be for claims PROCESSED in the designated quarter, and NOT necessarily for services PROVIDED in that quarter.

3. For reporting purposes, use field names EXACTLY as shown in the specifications. Do NOT change spelling or add spaces to field names.

4. For fields with an Acceptable Values list, include ONLY items from that list. Be sure they are spelled EXACTLY as given in the specifications. Even minor deviations in spelling may result in your submission being rejected.

5. Submit report in a pipe-delimited file format.

6. The first row of the pipe-delimited file MUST contain the field names.

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FIELD NAMES	DATA TYPE	ACCEPTABLE VALUES	NOTES
Year	Number		Report the 4-digit calendar year.
Quarter	Text	Jan-Mar Apr-Jun Jul-Sep Oct-Dec	Report the Quarter using only the Acceptable Values.
HealthPlanName	Text	AetnaBetterHealth HomeState MissouriCare	Report the HealthPlanName using only the Acceptable Values. NOTE that there are NO SPACES in the plan names in the Acceptable Values list.
HealthPlanRegion	Text	Eastern Central Western Southwestern	Report the HealthPlanRegion using only the Acceptable Values.
HealthPlanVendor	Text		NEW FIELD. The name of the vendor whose claims are being reported. Leave blank if claims are from the Health Plan itself and not a vendor.
ClaimType	Text	Dental Home Health Inpatient Hospital Medical Outpatient Hospital Vision	Report the ClaimType using only the Acceptable Values.
TotalClaimsCount	Number		Total count of adjudicated CLEAN claims for designated claim type.
ClaimsAdjudicated0-15Days	Number		MODIFIED FIELD. Have previously asked for percents, but changing to COUNTS of CLEAN claims.
ClaimsAdjudicated16-30Days	Number		MODIFIED FIELD. Have previously asked for percents, but changing to COUNTS of CLEAN claims.
ClaimsAdjudicated31-45Days	Number		MODIFIED FIELD. Have previously asked for percents, but changing to COUNTS of CLEAN claims.
ClaimsAdjudicated45-60Days	Number		MODIFIED FIELD. Have previously asked for percents, but changing to COUNTS of CLEAN claims.
ClaimsAdjudicated61-90Days	Number		NEW FIELD. For some reason, the 61-90 day time period was omitted from the prior report. COUNT of CLEAN claims.
ClaimsAdjudicated91+Days	Number		MODIFIED FIELD. Have previously asked for percents, but changing to COUNTS of CLEAN claims.
AverageDaysRequiredForAdjudication	Number		The average number of days for adjudication of CLEAN claims.
TotalAmountBilled	Number		The total amount billed for CLEAN claims during the quarter.
TotalAmountPaid	Number		The total amount paid for CLEAN claims during the quarter.
TotalClaimsPaid	Number		The total number of CLEAN claims that were PAID during the quarter.
TotalClaimsDenied	Number		The total number of CLEAN claims that were DENIED during the quarter. Denied claims are those that are actually denied. Claims that are allowed but with a paid amount of Zero are considered "Paid" claims and NOT "Denied" claims.

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