Alaska Health Enterprise Report Inventory

REPORT NAME	FREQUENCY	DESCRIPTION	Type
Data Entry			
OPR-CLM-105	Daily	Claims transfer report to Health Enterprise	System
Daily batch numbers	Daily	Batches waiting in Formworks	Ad hoc
Reject rescan log	Daily	Items sent to mailroom for 'Return to Provider' (RTP) or rescan	Ad hoc
Reject review-FormWorks	Daily	Verify recorded rejects/rescans	Ad hoc
Multipage log	Daily	Tracks multipage batches	Ad hoc
Master daily work preformed log	Daily	Combines individual work logs	Ad hoc
WebKey & Web Repair report	Monthly	Productivity report for data entry staff members	Ad hoc
Mailroom			
Provider Enrollment Letters	Daily	Provider Enrollment Daily letters in U Drive	Ad hoc
Service Authorization Letters	Daily	SA Daily letters in U Drive	Ad hoc
Fax Print Outs for Claims	Daily	Faxes from A Drive for Claims to be attached or Adjustment / Void forms	Ad hoc
Fax Print out for Provider Enrollment	Daily	Faxes from Z Drive for Provider Enrollment	Ad hoc
Finance AR letters	Monthly	Finance Accounts Receivable letters	Ad hoc
EPSDT Mailers	Monthly	EPSDT - email from systems about mailers for members	Ad hoc
Buy In letters	Monthly	Buy In letters, from systems team due monthly	Ad hoc
REOMB	Monthly	SURS department letters	System
Remittance Advice (OPR-PAY-L127)	Weekly	Remittance Advice (RA) for Providers	System
Scanning Batches	Daily	Excel file of all batches	Ad hoc
RTP	Daily	Return to Provider - claims letters	Ad hoc
AK04 - Travel Vouchers	Daily/Weekly	Travel Vouchers for Providers (approved)	Ad hoc
Meter Log (Postage)	Daily	Excel spreadsheet of money of postage per department	Ad hoc
Postage Report	Monthly	Excel spreadsheet of money of postage, balanced with the postage machine	Ad hoc
Printing of Warrants	Weekly	Uploading the print job for the printing of warrants	System
Audit Batches	Monthly	Auditing Scanned batches of all claims	Ad hoc
Scanning Batches - Email	Weekly	Scanning Batches to SOA for the previous week to SOA	Ad hoc
RTP log Email	Weekly	RTP log for the previous week to SOA	Ad hoc
Operations and Claims			
OPR-ADJ-007-W	Weekly	Daily Claim Processing Adjudication Summary Report	System
PGM-EDI-026	Monthly	Monthly Media Claims Submission Report	System
Aging Suspense by Location	Daily	Daily Suspended Claims by Location Report	Ad hoc
Weekly State Aged Report	Weekly	Weekly Suspended Claims Aged Report	Ad hoc
AK Productivity Report	Weekly	Weekly Productivity Report	Ad hoc
10 Day Adjustment SLA - Daily Report.SQL	Daily	Daily Adjustment Aged Report	Ad hoc
PADE Weekly Suspense Report	Weekly	Physician Administered Drugs Suspended Claims Report	Ad hoc
RFP 3921-22-23 - Adjusted Claims by Date.sql	Daily	Month to date universe of adjusted claims	Ad hoc
RFP 3921-22-23 - Processed Claims by Date.sql	Daily	Month to date universe of processed claims	Ad hoc
Monthly Manual Pricing Report	Monthly	Monthly claims processed that were manually priced	Ad hoc
Weekly Manual Pricing Report	Weekly	Weekly claims processed that were manually priced	Ad hoc
Monthly Rate Setting Reports	Monthly	Monthly report to set rates on specific CPT/HCPCS codes	Ad hoc
Voucher Number Research	Quarterly	Quarterly review of claims utilization against the voucher ID	Ad hoc
Over 100 Line Claims Research Report	On Demand	Report will pull any claim suspended over 100 lines	Ad hoc
Revalidation Suspense Report	Weekly	Report of suspended claims for Provider Revalidation	Ad hoc
New Location 215 Suspense Report	Weekly	All claims suspending with exception code 3620 - NPI miss match	Ad hoc
Location 220 Suspense Report	Weekly	All claims suspending in location 220	Ad hoc
Location 270 Suspense Report	Weekly	All claims suspending in location 270	Ad hoc
New Travel Suspense Report	Weekly	Current suspended claims that were submitted with at least one of six specific procedure codes: A0426, A0428, A0430, A0431, A0435, A0436	Ad hoc
Exception 5060 Suspense with Auth IDs	Weekly	All claims suspended for exception code 5060 - diagnosis code miss match on claim and service authorization	Ad hoc
A2020023 Location 450 Report	Weekly	All claims suspended in location 450 with service authorization exceptions	Ad hoc
A2020071 EC 4828 Suspense Report	Weekly	All claims suspended with exception code 4828 - inpatient rate record not found	Ad hoc
A2020071 EC 4829 Suspense Report	Weekly	All suspended claims with exception 4829 - outpatient rate record not found	Ad hoc
AK MMIS Exception 9379 Report	Weekly	All claims suspended for technical errors 9379	Ad hoc
Dental and Taxi Claims Reports	On Demand	All suspended dental and taxi claims	Ad hoc
A2021003 New Provider Type Report	Weekly	Report of all new Behavioral Health Rendering PTs enrolled and Pharmacists	Ad hoc
A2015211 Contact Management	Monthly	Monthly Faxes Received and Logged in Contact Management	Ad hoc
Appeals			
Appeals Weekly Report	Weekly	Full Summary of Weekly First Level Appeals Activity	Ad hoc
Weekly Closed Appeals Volume	Weekly	Weekly Closed First Level Appeal Report	Ad hoc
Weekly Open Appeals Volume	Weekly	Weekly Open First Level Appeal Report	Ad hoc
State Locations Report	Weekly	First Level Appeals in State Locations	Ad hoc
Weekly Open Appeals Recoupment Letter	Weekly	First Level Appeals associated with a Recoupment Notice	Ad hoc
Appeals Daily Report Summary	Weekly	Daily Summary of Productivity by Appeals Staff	Ad hoc

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Provider Enrollment			
A2018051 Newly Enrolled Providers with Prompts	Weekly	Weekly Newly Enrolled Providers	Ad hoc
PEU Full Dashboard Report	Weekly	Weekly Full PEU Dashboard of New Enrollment and Revalidation Inventory	Ad hoc
New Applications Submitted into Health Enterprise	Daily	New Applications Submitted Online	Ad hoc
New Enrollment Status Report	Daily	New Enrollment Status Report	Ad hoc
Provider Revalidation Status Report	Daily	Provider Revalidation Status Report	Ad hoc
Provider Enrollment Update Report	Daily	Provider Updates Weekly Report	Ad hoc
Weekly Status Report	Weekly	Weekly Status of all Enrollment activity	Ad hoc
Occupational and Business License Match Report	Weekly	Business/Occupational License look up	Ad hoc
All Inclusive License Report	Weekly	All Business License/Occupational full report	Ad hoc
OIG and SAM	Monthly	OIG and SAM Reports	Ad hoc
A2015110 Active Provider Count by Type	Monthly	Active Provider Report	Ad hoc
Provider Enrollment Monthly Reporting	Monthly	Provider Enrollment Monthly Reporting	Ad hoc
A2021010 Provider On Review Spans	Monthly	Review Span Report	Ad hoc
18 Month Inactivation Report	Monthly	18 Month Inactivation Report	Ad hoc
PRV-INT-015	Monthly	OIG Reinstatement Match Report	System
PRV-INT-006	Monthly	OIG Match Report	System
Active Provider Revalidation Report	On Demand	Active Provider Revalidation Report	Ad hoc
Financial			
AK-IN-PYM-07A-0001xxxx	Weekly	MMIS ACH file to upload	System
AK-IN-PYM-07A-0002xxxx	Weekly	Warrant file to upload	System
AK-RP-ACT-08I-0007	Weekly	Accounting Interface Detail Listing (JE)-Report	System
AK-RP-ACT-08I-0007	Weekly	Accounting Interface Detail Listing (JE)- file to upload	System
AK-RP-ACT-08K-0004	Monthly	Redeemed Warrant Report	System
AK-RP-ACT-08K-0016	Monthly	Warrant Resolution Errors	System
AK-RP-ACT-08K-0017	Monthly	Warrant Resolution Update Report	System
AK-RP-BDG-08B-0005	Weekly	Collocation Code Summary Net Report	System
AK-RP-CRV-08F-0006	Weekly	Accounting Interface Front-End Consolidator Report	System
AK-RP-PYR-07A-0007	Weekly	Fiscal Pend Suspended Activity	System
All Fin Trans Golive thru current cycle	Weekly	SQL report of all FCN's	Ad hoc
FINAL-PAYMENT-REPORT-1	Weekly	Various custom SQL reports for final payment balancing	Ad hoc
FINAL-PAYMENT-REPORT-2	Weekly	Various custom SQL reports for final payment balancing	Ad hoc
Inactive Providers	Weekly	SQL report of inactive providers	Ad hoc
Inactive Providers receiving warrants	Weekly	SQL report of inactive providers receiving warrants	Ad hoc
IRISNFIN.DOHMMIS.MEDASSTDC.2022	Weekly	Journal Entry to upload into IRIS	System
IRISNFIN.DOHMMIS.MEDASSTWRNT.2022	Weekly	Warrant file to upload into IRIS	System
OPR-ADJ-007-W	Weekly	Claims adjudication summary (weekly)	System
OPR-IRS-005	Yearly	Operational 1099 Providers Paid Report	System
OPR-IRS-008	Yearly	1099 Report of Providers Paid by Tax ID	System
OPR-PAY-001	Weekly	Preliminary Payment Summary	System
OPR-PAY-002	Weekly	Final Payment Summary	System
OPR-PAY-003	Weekly	Fiscal Pend Summary	System
OPR-PAY-005	Weekly	Fiscal Pend Criteria	System
OPR-PAY-013	Weekly	Collocation Code Summary Report by Year	System
OPR-PAY-017	Weekly	EFT & Check Balancing	System
OPR-PAY-101	Weekly	Operations Final Payment Register Report	System
OPR-PAY-161	Weekly	Remittance Activity Control Summary Report	System
Outstanding ARs all providers	Weekly	SQL report of accounts receivable (AR) for all providers	Ad hoc
PGM-AP-111	Weekly	Outstanding Receipts by Payee Report	System
PGM-AR-002	Weekly	Accounts Receivable interest, penalty and fee	System
PRELIMINARY-PAYMENT-REPORTS	Weekly	Various custom SQL reports for preliminary payment balancing	Ad hoc
RBRVS Reports	Weekly	SQL report for RBRVS reprocessing	Ad hoc
RECEIPT BALANCE GREATER THAN ZERO	Weekly	SQL report of receipt balances greater than $0	Ad hoc
Service Authorization			
AK-RP-SRA-10B-0005	Monthly	Monthly Service Auths Processed	System
AK-RP-SRA-10D-0001	Weekly	Service Authorization Aging Report	System
AK-RP-SRA-10D-0007	Daily	Daily Service Authorization Receipts Control Report	System
AK-RP-SRA-10D-0009	Weekly	Service Authorizations Created Last Week	System
Claims Payment Member Letter/Report			
OPR-PAY-008	Monthly	Member Random EOMB Letters Summary Report	System
OPR-PAY-L001	Monthly	Random EOMB Letter	System
Third Party Liability Member Letters/Reports			
S17H1941 ESPRD01213405 - Medicaid Buy-in	Monthly	Medicaid Buy-in Ad Hoc Reports	Ad hoc
AK-RP-CRV-09H-0038	Daily	Eligibility Add/Update TPL Report	System
AK-RP-CRV-09H-0039	Weekly	TPL Contractor Add/Update Report	System
OPR-TPL-004	Daily	TPL Interface (Input) Exception Report	System
OPR-TPL-005	Daily	TPL Data Match Summary Report	System
ESPRD01197338_TPL_Dly	Weekly	Report listing TPL policy updates for the week	Ad hoc
AK-RP-CRV-09H-0040	Monthly	COBA Eligibility Detail Report	System
OPR-TPL-007	Daily	MMA and COBA Response Edit Exception Report	System
OPR-TPL-008	Daily	MMA and COBA Response Exception Report	System
OPR-TPL-009	Daily	MMA and COBA Response Activity Report	System
HIPP 3-year annualized averages for the AAMC reporting of State Fiscal Year	Annually	HIPP_SUM_REPORT - Age/Gender Calculation for HIPP Cost Effectiveness Calculation	Ad hoc

REPORT NAME	FREQUENCY	DESCRIPTION	Type
Member and EPSDT Letters/Reports			
Incarcerated No Review Span	Weekly	Members who have eligibility subtype indicating incarceration but no DC on-review span	Ad hoc
EPSDT Monthly Notice Recipient Report	Monthly	Report to review and approve the monthly EPSDT notices to be mailed	Ad hoc
MEM-MNT-118	Daily	Suspect Member Duplication Report	System
MEM-ELG-001	Daily	Member Eligibility Interface Transaction Drop Report	System
MEM-ELG-003	Daily	Member Eligibility Overlapping Interface Exception Report	System
MEM-ELG-015	Daily	Member Eligibility Interface Exception Summary Report	System
MEM-ELG-016	Daily	Member Eligibility Interface Suspended Transaction Report	System
S19H0824 ESPRD01259551 Medicare Buy-in Billing	Monthly	Medicare Buy-in Ad Hoc Reports - Buy-in Billing Summary and Detail	Ad hoc
S19H0824 ESPRD01259551 Medicare Buy-in	Monthly	Medicare Buy-in Ad Hoc Reports - Buy-in Alerts and Rejects	Ad hoc
AK-RP-PYR-07H-0004	on-demand	Member Feedback Report (Member Portal)	System
Training			
Provider Training Attendance Report	Bi-Weekly	Attendance report of all participants	Ad hoc