



TOBY DOUGLAS
DIRECTOR

State of California—Health and Human Services Agency
Department of Health Care Services



EDMUND G. BROWN JR.
GOVERNOR

DATE: August 14, 2014

TO: ALL MEDI-CAL DENTAL MANAGED CARE PLANS

SUBJECT: REVISED APL14-001: Due Dates for All Dental Managed Care Contracts for Calendar Year 2014

Please see the enclosed attachment with all the deliverables required to be submitted per the Geographic Managed Care (GMC) and Prepaid Health Plan (PHP) contracts for calendar year 2014. In an effort to align the deliverables, both the GMC and PHP submissions have one due date, where possible. Please refer to these due dates when submitting your deliverables.

Please note, the due dates for the deliverables related to financial reporting will align with the Department of Managed Health Care's submission deadlines.

If you have any questions, comments, or issues regarding this letter, please e-mail the Dental Managed Care Deliverables inbox at dmcdeliverables@dhcs.ca.gov. All submissions should also be sent to this e-mail address.

Sincerely,



Nik Fatim, Chief
Contract Management & Policy Unit
Medi-Cal Dental Services Division

Dental Managed Care Contract Deliverable Due Dates for Calendar Year 2014

Deliverable	Provision	Frequency	Submission Date Guideline	Submission Due Date for CY 2014
Key Personnel (Disclosure Form)	Exhibit A, Att. 2, Provision B	Annually	No later than thirty (30) calendar days after the beginning of every calendar year	January 31, 2014
Annual Certified Financial Statement (audited by a Certified Public Accountant)	Exhibit A, Att. 3, Provision B	Annually	No later than one-hundred and twenty (120) calendar days after the close of Contractor's Fiscal Year	Access/Health Net: April 30, 2014* LIBERTY: October 30, 2014
Annual Financial Statements (DMC financial reporting forms)	Exhibit A, Att. 3, Provision B	Annually	No later than one-hundred and twenty (120) calendar days after the close of Contractor's Fiscal Year	Access/Health Net: April 30, 2014* LIBERTY: October 30, 2014
Quarterly Financial Statements	Exhibit A, Att. 3, Provision B	Quarterly	No later than forty-five (45) calendar days after the close of Contractor's Fiscal Quarter	Access/Health Net: May 15, 2014 (1 st qtr.) August 15, 2014 (2 nd qtr.) November 17, 2014 (3 rd qtr.) LIBERTY: November 17, 2014 (1 st qtr.)

*Data submission is for prior fiscal year.

**Reports must be posted online, pursuant to Assembly Bill 1467: Self-Reported Utilization Data and a Provider to Member Ratio must be developed using the Plan Provider Network

Monthly Financial Statements	Exhibit A, Att. 3, Provision C	Monthly, if required by DMHC	No later than thirty (30) calendar days after each reporting month	March 3, 2014 (January) April 1, 2014 (February) April 30, 2014 (March) May 30, 2014 (April) June 30, 2014 (May) July 30, 2014 (June) September 2, 2014 (July) September 30, 2014 (August) October 30, 2014 (September) December 1, 2014 (October) December 30, 2014 (November)
Medi-Cal Only Financial Statements (Must be separated by GMC and PHP contracts.)	Exhibit A, Att. 3, Provision B, Sub provision 4 (annual) and Provision B, Sub provision 9 (quarterly)	Annually and Quarterly	No later than one-hundred and twenty (120) calendar days after the close of Contractor's Fiscal Year/no later than forty-five (45) calendar days after the close of Contractor's Fiscal Quarter	Access/Health Net: May 15, 2014 (1 st qtr.) August 15, 2014 (2 nd qtr.) November 17, 2014 (3 rd qtr.) LIBERTY November 17, 2014 (1 st qtr.) October 31, 2014 (annual)
Encounter Data	Exhibit A, Att. 4, Provision B	Monthly	Every second Wednesday of the month	January 8, 2014 February 12, 2014 March 12, 2014 April 9, 2014 May 14, 2014 June 11, 2014 July 9, 2014 August 13, 2014 September 10, 2014 October 8, 2014 November 12, 2014 December 10, 2014
Quality Improvement Committee Meeting Minutes	Exhibit A, Att. 5, Provision D	Quarterly	No later than thirty (30) calendar days after the end of the reporting quarter	April 30, 2014 (1 st qtr.) July 31, 2014 (2 nd qtr.) October 31, 2014 (3 rd qtr.)

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Quality Improvement Annual Report	Exhibit A, Att. 5, Provision I	Annually	No later than thirty (30) calendar days after the beginning of every calendar year	January 30, 2014*
External Quality Review Compliance Audit	Exhibit A, Att. 5, Provision J	Annually	No later than December 15 th of every calendar year	July 15, 2014 (GMC) * December 15, 2014 (PHP)*
Provider Monitoring Report	Exhibit A, Att. 5, Provision K, Sub provision 4	Quarterly	No later than thirty (30) days after the end of the reporting quarter	April 30, 2014 (1 st qtr.) July 31, 2014 (2 nd qtr.) October 31, 2014 (3 rd qtr.)
Review of Utilization Data	Exhibit A, Att. 7, Provision D	Annually	No later than thirty (30) calendar days after the beginning of every calendar year	January 30, 2014*
Self-Reported Monthly Utilization Data (Pay for Performance)	Exhibit A, Att. 7, Provision D	Monthly	No later than thirty (30) calendar days after the end of the reporting month (Due to Run-Out, Plans were allowed an additional 20 days for Submission.)	March 20, 2014 (January) April 21, 2014 (February) May 20, 2014 (March) June 20, 2014 (April) July 21, 2014 (May) August 20, 2014 (June) September 22, 2014 (July) October 20, 2014 (August) November 20, 2014 (September) December 22, 2014 (October)
Self-Reported Monthly Utilization Data (Performance Measures & Benchmarks)**	Exhibit A, Att. 7, Provision D	Quarterly	No later than thirty (30) calendar days after the end of the reporting quarter (Due to Run-Out, Plans were allowed an additional 20 days for Submission.)	May 20, 2014 (1 st qtr.) August 20, 2014(2 nd qtr.) November 20, 2014 (3 rd qtr.)
Changes to Provider Network Report	Exhibit A, Att. 8, Provision G	Monthly	Within fifteen (15) calendar days following the end of the reporting month	February 5, 2014 (January) March 5, 2014 (February) April 7, 2014 (March) May 5, 2014 (April)

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				June 5, 2014 (May) July 7, 2014 (June) August 5, 2014 (July) September 5, 2014 (August) October 6, 2014 (September) November 5, 2014 (October) December 5, 2014 (November)
Plan Provider Network Report**	Exhibit A, Att. 8, Provision H	Monthly	No later than fifteen (15) calendar days following the end of the reporting month or within ten (10) calendar days of DHCS request.	February 5, 2014 (January) March 5, 2014 (February) April 7, 2014 (March) May 5, 2014 (April) June 5, 2014 (May) July 7, 2014 (June) August 5, 2014 (July) September 5, 2014 (August) October 6, 2014 (September) November 5, 2014 (October) December 5, 2014 (November)
Provider Education	Exhibit A, Att. 9, Provision E	Quarterly	No later than thirty (30) calendar days after the end of the reporting quarter	April 30, 2014 (1 st qtr.) July 31, 2014 (2 nd qtr.) October 31, 2014 (3 rd qtr.)
Federally Qualified Health Center (FQHC) Reporting	Exhibit A, Att. 10, Provision F	Monthly	No later than thirty (30) calendar days from the beginning of the reporting month	February 5, 2014 (January) March 5, 2014 (February) April 7, 2014 (March) May 5, 2014 (April) June 5, 2014 (May) July 7, 2014 (June) August 5, 2014 (July) September 5, 2014 (August) October 6, 2014 (September) November 5, 2014 (October) December 5, 2014 (November)

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Timely Access Report	Exhibit A, Att. 11, Provision B, Sub provision 3	Quarterly	No later than thirty (30) calendar days after the end of the reporting quarter	April 30, 2014 (1 st qtr.) July 30, 2014 (2 nd qtr.) October 31, 2014 (3 rd qtr.)
Specialty Referral Report	Exhibit A, Att. 11, Provision B, Sub provision 5	Biannually	No later than January 31 st and July 31 st	July 31, 2014
Health Education Programs	Exhibit A, Att. 12, Provision D, Sub provision 1	Annually	No later than thirty (30) calendar days after the beginning of every calendar year	January 30, 2014*
Member Phone Call Report	Exhibit A, Att. 14, Provision B	Monthly	No later than thirty (30) calendar days after the end of the reporting month	February 5, 2014 (January) March 5, 2014 (February) April 7, 2014 (March) May 5, 2014 (April) June 5, 2014 (May) July 7, 2014 (June) August 5, 2014 (July) September 5, 2014 (August) October 6, 2014 (September) November 5, 2014 (October) December 5, 2014 (November)
Call Center Reports	Exhibit A, Att. 14, Provision C	Biannually	No later than January 31 st and July 31 st	July 31, 2014
Member Services Guide (Evidence of Coverage)	Exhibit A, Att. 14, Provision D, Sub provision 4	Annually	No later than thirty (30) calendar days after the beginning of every calendar year	January 30, 2014
Member Reminder Template	Exhibit A, Att. 14, Provision D, Sub provision 6	Annually	No later than thirty (30) calendar days after the beginning of every calendar year	January 30, 2014
Grievance Report	Exhibit A, Att. 15, Provision C, Sub provision 2	Quarterly	No later than thirty (30) calendar days after the end of the reporting quarter	April 30, 2014 (1 st qtr.) July 31, 2014 (2 nd qtr.) October 31, 2014 (3 rd qtr.)

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Marketing Plan	Exhibit A, Att. 17, Provision C. Sub provision 1.	Annually	No later than thirty (30) calendar days after the beginning of every calendar year	January 30, 2014
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