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MEMORANDUM

To: Primary Care Providers Participating in the Alliance Care Based Incentive (CBI) Program
From: Ann Kern, Provider Services Network Manager
Date: 01/22/2014
Subject: CBI Submission Deadlines and Tips for Reducing Denied Submissions

Initial submission of all Alliance action plans including Healthy Breathing for Life/Asthma Action plans, Medication Management plans, and Healthy Weight for Life plans are due within 21 days from the date of service. For example, if a member was seen and an action plan was created on January 2, 2014, the plan needs to be submitted to the Alliance no later than January 23, 2014 to be eligible for the CBI incentive payment.

In an effort to reduce denied CBI submissions, the Alliance would like to highlight the most common reasons for action plan denials:

- Duplicate form submission
- Incorrectly completed form i.e. missing information, incorrect member information, incorrect NPI practice number, blank or illegible date of service
- Member was not an eligible Alliance member at the date of service
- Use of an Alliance form from a previous year
- Use of an non-Alliance or unapproved custom form

In addition to the general reasons for denial listed above, the following reasons are specific to their respective action plans:

Healthy Breathing for Life (HBL) Asthma Action Plans

- Controller medication is not prescribed

Healthy Weight for Life (HWL)

- Member does not meet age criteria (ages 2-18)
- Member does not meet BMI criteria (BMI>85 percentile)
- Previous year submitted after grace period
- Member has been enrolled in the Healthy Weight for Life program for more than 2 years

Medication Management Agreement

- Member does not meet program criteria

All action plans are to be submitted via fax to 877-793-8504.

If you have any questions about the form submission deadlines or the CBI program, please contact your Provider Services Representative.