

## **ALL PLAN LETTER 23-006 ATTACHMENT C**

### **Network Adequacy & Access Assurances Report (NAAAR)**

#### **Instructions**

Medi-Cal managed care health plans (MCP) are responsible for conducting Subcontractor Network Certifications (SNC), and as part of the SNC, MCPs must complete a Network Adequacy and Access Assurance Report (NAAAR), in the following tab labeled "Report." The purpose of the SNC NAAAR is to ensure MCPs are holding their Subcontractor to the state's network adequacy standards under Title 42 Code of Federal Regulations (CFR) section 438.68 and 42 CFR section 438.206. MCPs are required to conduct to a SNC (1) on an annual basis, (2) when a Subcontractor experiences a significant change as defined in APL 23-006, and (3) when the MCP enters into a risk-based Subcontractor Agreement with a new Subcontractor that expands the MCP's existing Provider Network.

This document provides instructions and a template for MCPs to use when submitting the required information to the Department of Health Care Services (DHCS) under any of the three scenarios above. MCPs should complete one (1) form with information for applicable Subcontractors. For example, if the MCP submits this form under scenario 3 above, the MCP should submit this form only for the Subcontractor that entered into a new contract with the state. The MCPs should not report on any other Subcontractors. As another example, if the MCP submits this form under scenario 1, the MCPs must submit this form for all Subcontractors as required and defined in APL 23-006. Documents detailing analysis methods and results will be verified as needed according to the scenario under which the MCP is submitting this information to DHCS

Please submit the completed template to DHCS to the MCP s Provider Network Secure File Transfer Protocol site when required. Feel free to reach out to [MCQMD@dhcs.ca.gov](mailto:MCQMD@dhcs.ca.gov) with any questions or concerns

#### **Organization**

The Report Tab includes three sections (Section A, Section B and Section C) that MCPs must complete with the required information. Section A of the template includes the state's network adequacy and access standards prepopulated that MCPs must hold their Subcontractors accountable for as applicable. Section B of the NAAAR is for delineating the types of analyses MCPs use, or do not use, to monitor and determine the network adequacy and access compliance of their Subcontractors' provider networks. Section C is where MCPs report in detail the compliance results and findings of all the Subcontractor networks monitoring analyses conducted within the reporting period or year, depending on the scenario under which the MCP is submitting the NAAAR to DHCS.

#### **Inputting Information**

The Report tab provides instructions in the gray "Item Instructions" column (Column C). Responses where drop-down lists were appropriate have been inserted into the template. Only input values in BEIGE CELLS. For the free text cells where the item is not applicable, enter "N/A." MCPs must complete all beige cells in a column, leaving no cells blank.



