

Reports And Contractor Reimbursement

The contractor shall report Active Duty Service Member (ADSM) TRICARE Prime Remote (TPR) claims separately from other TRICARE claims. The contractor shall submit reports in tab delimited data flat file format.

1.0 DOLLARS PAID REPORTS

1.1 The contractor shall prepare reports (broken out by branch of service--to include a break-out for Army National Guard claims) that reflect government dollars paid for all ADSM TPR claims. The contractor shall submit these reports monthly to each Regional Director (RD) and to each Service Point of Contact (SPOC) No Later Than (NLT) the 15th calendar day of the following month. These reports shall reflect total care paid. For those data elements below that require a count, the contractor shall ensure that no workload is double counted.

1.2 The contractor shall prepare and submit aggregated quarterly reports to each Service Headquarters ([Addendum A](#)) NLT the 15th calendar day of the month following the close of each fiscal quarter.

1.3 Data elements to include in the reports are:

- DMIS ID Code - TPR Enrolled
- Total Number and Dollar Amount of Claims Paid
- Inpatient Dollars Paid - Institutional
- Inpatient Dollars Paid - Professional Services
- Outpatient Dollars Paid - Clinic Visits (Professional and Ancillary Services)
- Outpatient Dollars Paid - Ambulatory Surgeries/Procedures - Professional Services
- Outpatient Dollars Paid - Ambulatory Surgeries/Procedures - Institutional
- Emergency Dollars Paid (inpatient, outpatient, institutional, non-institutional)
- Total Admissions/Dispositions
- Total Bed Days/Length-of-Stay (LOS)
- Total Ambulatory Surgeries/Procedures, including all Ancillary
- Total Outpatient Visits, Excluding Ambulatory Surgeries but including all Ancillary
- Other Items Paid

2.0 WORKLOAD AND TIMELINESS REPORTS

The contractor shall produce monthly workload and timeliness reports for the TPR Program. The contractor shall produce separate reports for each region in aggregate and by state. The reports cover the period beginning on the first day of the month and closing on the last day of the month. The reports are due on the 15th calendar day of the month following the reporting period. The contractor shall prepare a cover letter which identifies the reports being forwarded, the period being reported, the date the cover letter is prepared by the contractor, and a contractor Point Of

Contact (POC) if questions arise regarding the reports.

2.1 Workload Reports

The contractor shall prepare and submit a monthly TPR claims workload report to each Uniformed Services Headquarters POC and SPOC identified in [Addendum A](#) (to include separate reporting for the Army National Guard). The contractor shall also prepare and submit a monthly regional TPR claims workload report to the RD and to the Chief, Special Contracts Operations Office (SCOO), TRICARE Management Activity (TMA), that shows the cumulative totals for all Services for the region. The following data shall be included in the workload report:

- Beginning Inventory of Uncompleted ADSM TPR Claims
- Total Number of New ADSM TPR Claims Received
- Total Number of ADSM TPR Claim Information Forwarded to the SPOCs (after claim released for payment)
- Total Number of ADSM TPR requests for Fitness-for-Duty Determinations Forwarded to the SPOCs
- Total Number of ADSM TPR Fitness-for-Duty Determinations Returned by the SPOCs
- Total Number of Fitness-for-Duty Determinations Directing Care to Civilian Sources
- Total Number of Fitness-for-Duty Determinations Directing Care to Military Facilities
- Total Number of ADSM TPR Claims
- Total Number of ADSM TPR Claims Processed to Completion (PTC)
- Total Number of ADSM TPR Claims Denied
- Total Number of ADSM TPR Claims Returned
- Ending Inventory of Uncompleted ADSM TPR Claims

Note: Ending inventory of uncompleted claims must equal beginning inventory of uncompleted claims plus total number of new claims received minus total number of claims returned minus total number of claims processed to completion.

2.1.1 Timeliness Report

The contractor shall prepare and submit to the RDs; the Chief Operating Officer, TMA; and to the Chief, SCOO at TMA-Aurora (TMA-A), one monthly report by region with the following data for all TPR claims processed to completion during the reporting period:

2.1.1.1 Claims

The contractor shall prepare and submit to the RD(s); the Chief Financial Officer (CFO), TMA; and to the Chief, SCOO, TMA, a separate monthly cycle time and aging report for TPR claims, containing the same elements and timeliness breakouts as submitted for other TRICARE claims.

2.1.1.2 Correspondence And Telephones

The contractor shall report TPR correspondence and telephone inquiries with other TRICARE inquiries.

3.0 TPR CLAIMS LISTING

Throughout the period of the contract, the contractor shall have the ability to produce, when requested by TMA, an electronic listing of all TPR claims processed to completion for any given month(s). The listing shall include the following data elements: SPOC Referral Number, TPR Defense Medical Information System Identification (DMIS-ID) code, Internal Control Number (ICN), ADSM's Social Security Number (SSN), and the date the claim was processed to completion.

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