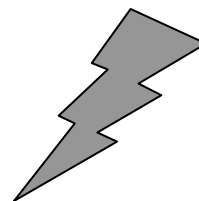


# **CDC+** *Connection*



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## **MONITORING AND QUALITY ASSURANCE**

As part of CDC+ being granted permanent status by the federal Medicaid agency, APD has begun monitoring and quality assurance. A written report summarizing the results of monitoring must be submitted to the Agency for Health Care Administration quarterly. As part of quality assurance, Central Office CDC+ staff review a sample of Consultant files each month. If your file is selected for review, you will receive a courtesy call from CDC+ staff to ask you about your satisfaction with your Consultant's services as well as your overall satisfaction with the program.

## **RECORDKEEPING REQUIREMENTS AND QUALITY ASSURANCE**

Please remember that CDC+ participants are required to keep all documents related to payroll for five years. This means that you must keep all timesheets, invoices, receipts, and requests for Reimbursement on file, and they must match the claims that you submitted to APD for payment.

Beginning March 1, 2009, as part of the program's required monitoring and quality assurance, APD staff will randomly monitor program participants to ensure that timesheets, invoices, receipts, and requests for reimbursement match the claims submitted to APD for payment. If you are randomly selected for monitoring, APD staff will contact you and request that you send copies of specific payroll documents via fax or regular mail, so that they can be used to verify the accuracy of paid claims in our system. Thanks in advance for your cooperation with this aspect of quality assurance, which will help ensure the program's fiscal integrity.

## **CDC+ WEB SITE**

The CDC+ Web site has many useful resources, including an Announcements section. Please be sure to visit our website at least monthly, and click on the "Announcements" link as we will be updating this section frequently. The payroll schedule for the first half of 2009 is posted in the Announcements section.