

COGNOS 11

Instructions for Case Management Agencies

August 2020

What you will learn...

- What is COGNOS and how is it used
- How to access COGNOS and view reports
- Contacts for troubleshooting

What is COGNOS?

- IBM Cognos Business intelligence is a web based reporting and analytic tool. It is used to perform data aggregation and create user friendly detailed reports.
- How is it used by Case Management Agencies?
 - These reports will allow the Case Management Agencies to run agency specific enrollment and utilization reports.

Access to COGNOS

- To access COGNOS:

<https://coc11e-at.truvenhealth.com>

- One user profile is granted per agency
- To get/modify access to COGNOS, contact Tammie Taylor at Tammie.Taylor@state.co.us

Login Screen

- Enter your login information

Welcome

Welcome to CO BIDM Cognos External

Please provide your account information to access the application.

Username

D98xxxx

Password

.....

Select how to authenticate ([Reset](#))

☒ I have an RSA token

PIN

.....

Enter RSA PIN only (No Token Code).

Token Code

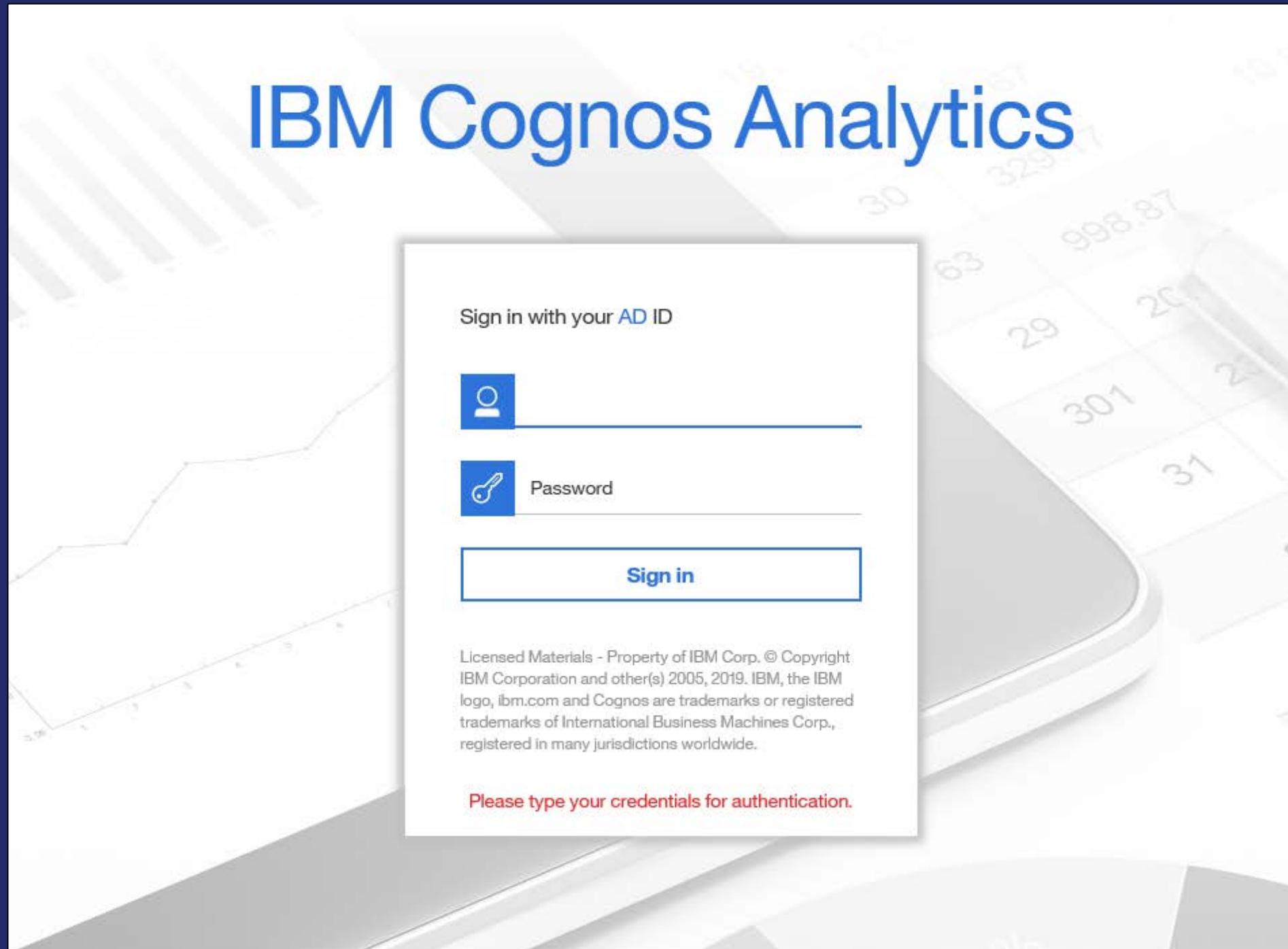
123456

Enter the current value of the RSA Token Code.

☐ Send me a passcode

Sign In

2nd Login Screen

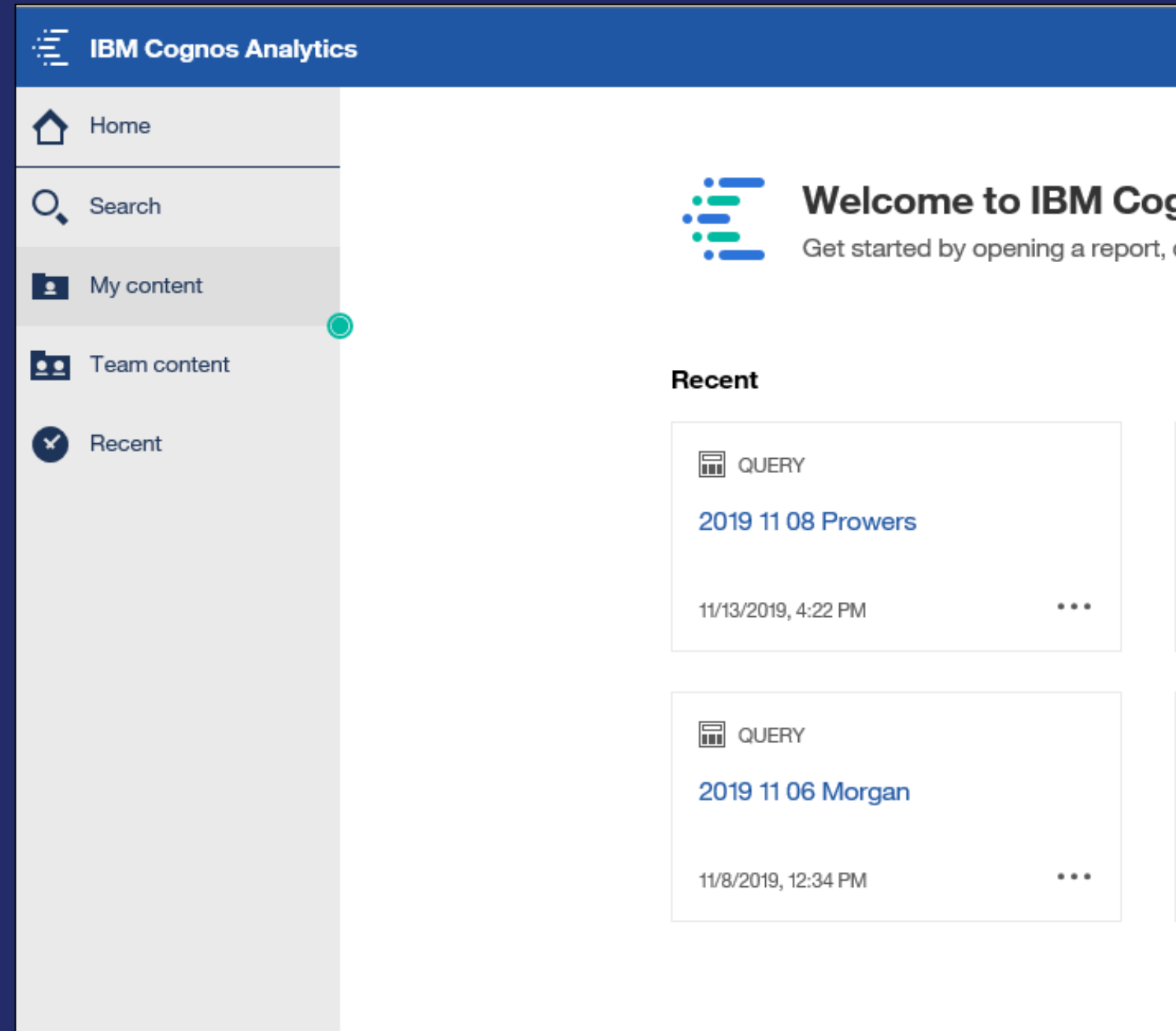
The image shows the IBM Cognos Analytics login interface. At the top, the text "IBM Cognos Analytics" is displayed in blue. Below this, a white login box contains the text "Sign in with your AD ID". There are two input fields: the first has a blue icon of a person and a blue underline; the second has a blue icon of a key and the label "Password" followed by a blue underline. Below these fields is a blue "Sign in" button. At the bottom of the login box, there is a small copyright notice: "Licensed Materials - Property of IBM Corp. © Copyright IBM Corporation and other(s) 2005, 2019. IBM, the IBM logo, ibm.com and Cognos are trademarks or registered trademarks of International Business Machines Corp., registered in many jurisdictions worldwide." Below the login box, there is a red text prompt: "Please type your credentials for authentication." The background of the slide features a faint image of a laptop screen displaying a bar chart and a calculator.

- COGNOS 11 requires a 2nd level authentication.

Enter your login information again.

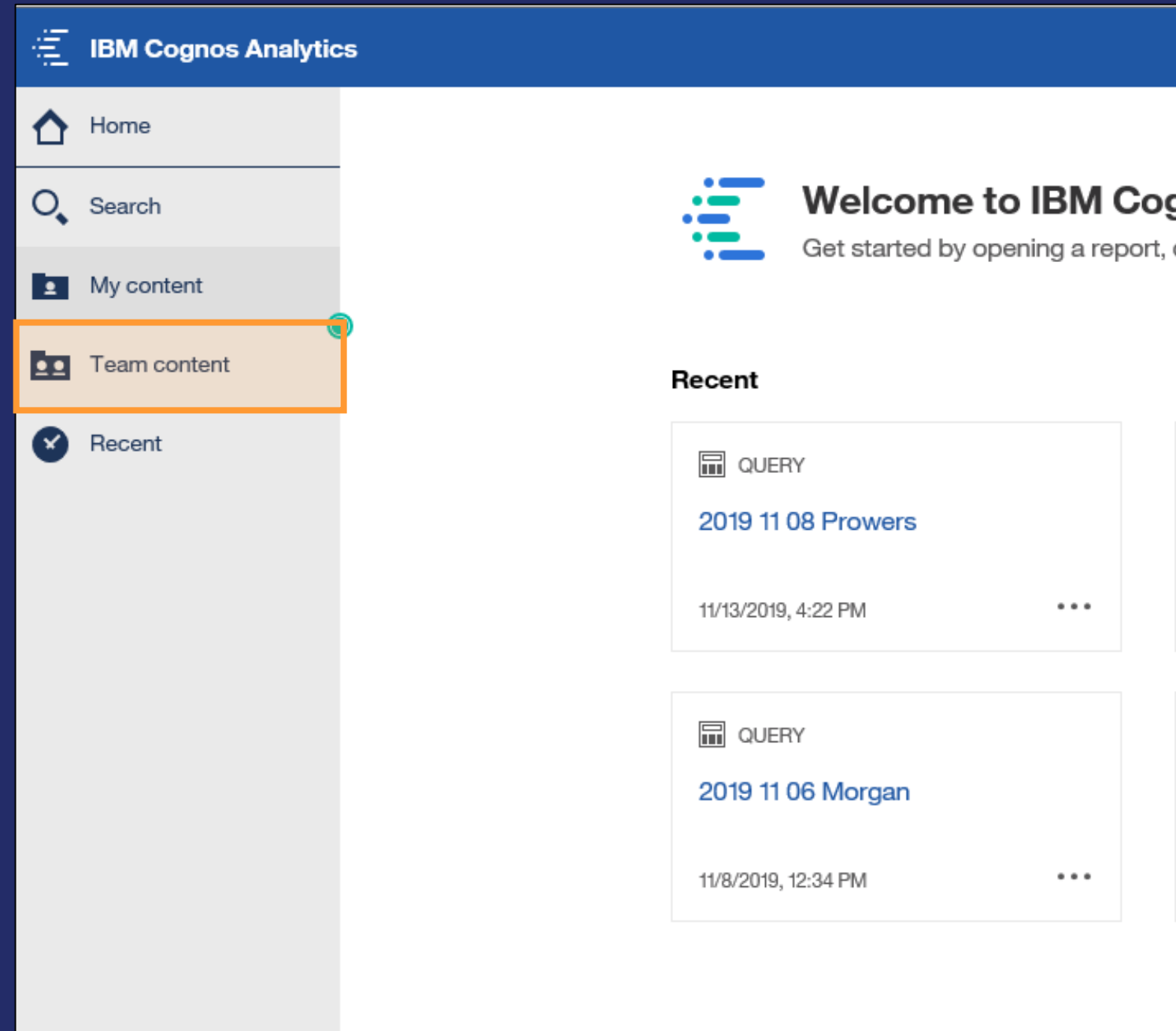
Home Screen

- Select Home to access a variety of recently produced reports



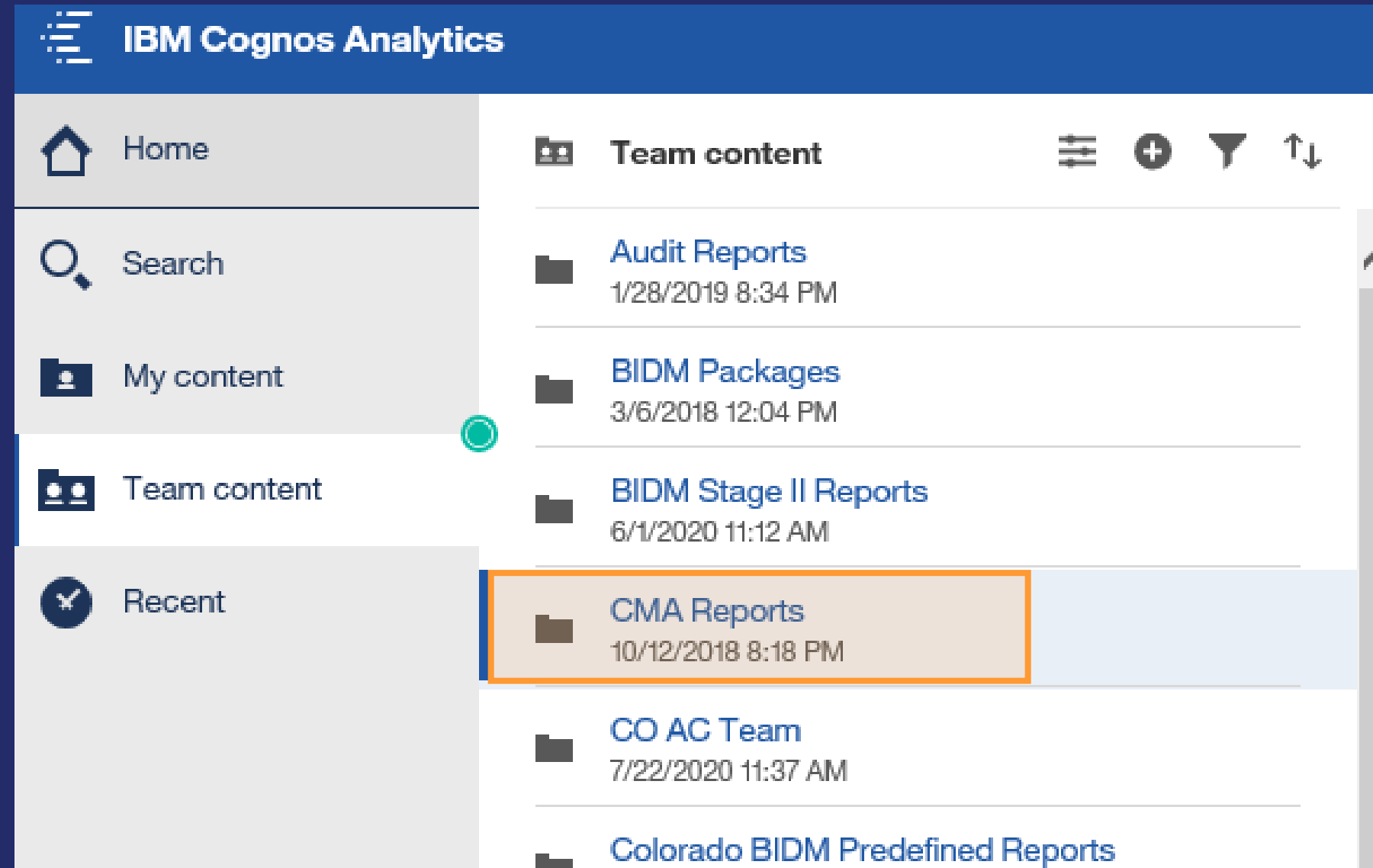
Home Screen

- Select Team Content to access CMA Reports



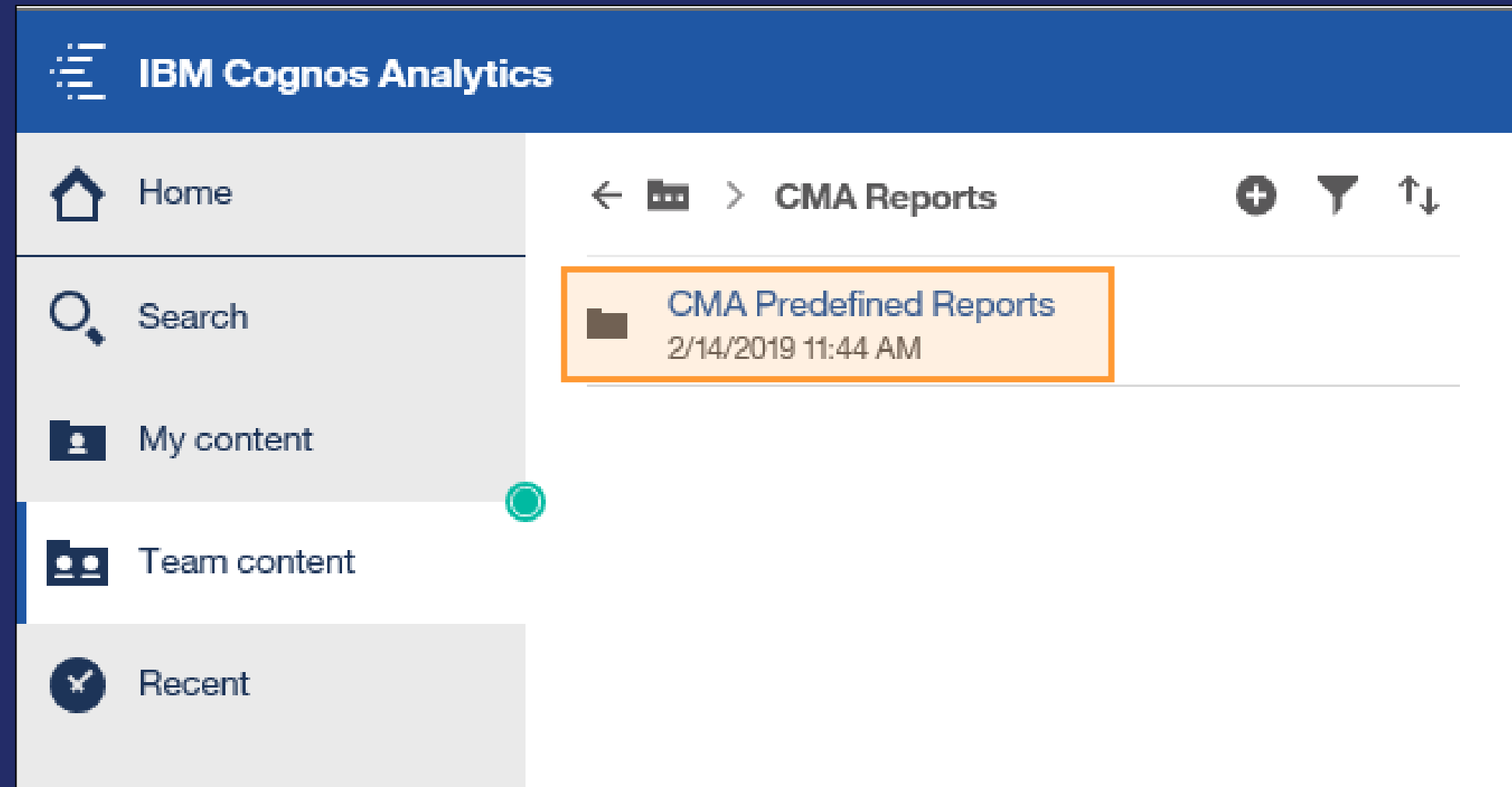
Report Landing Page

- Select CMA Reports



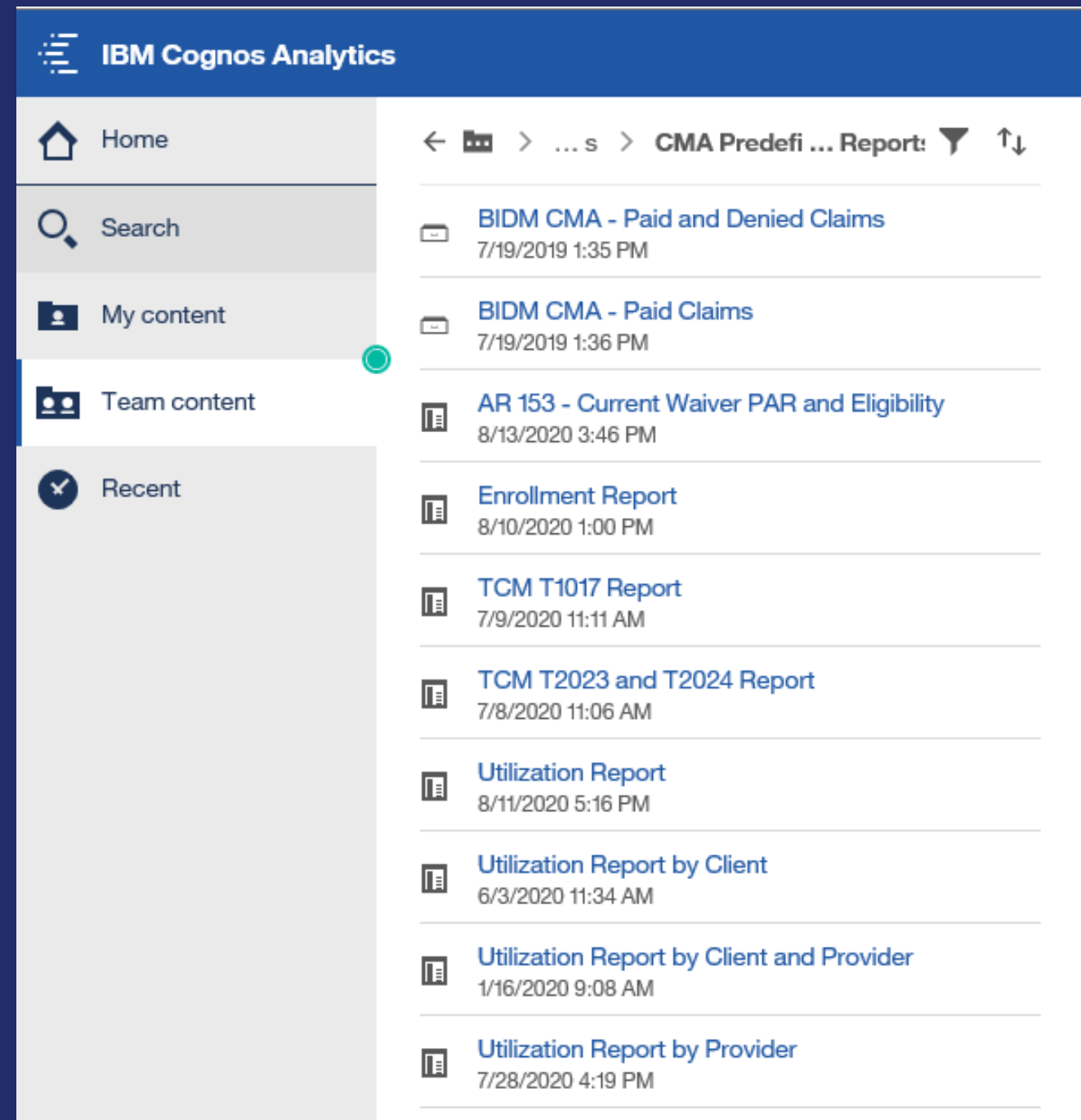
Report Landing Page

- Select CMA Predefined Reports to access claims, enrollment & utilization information

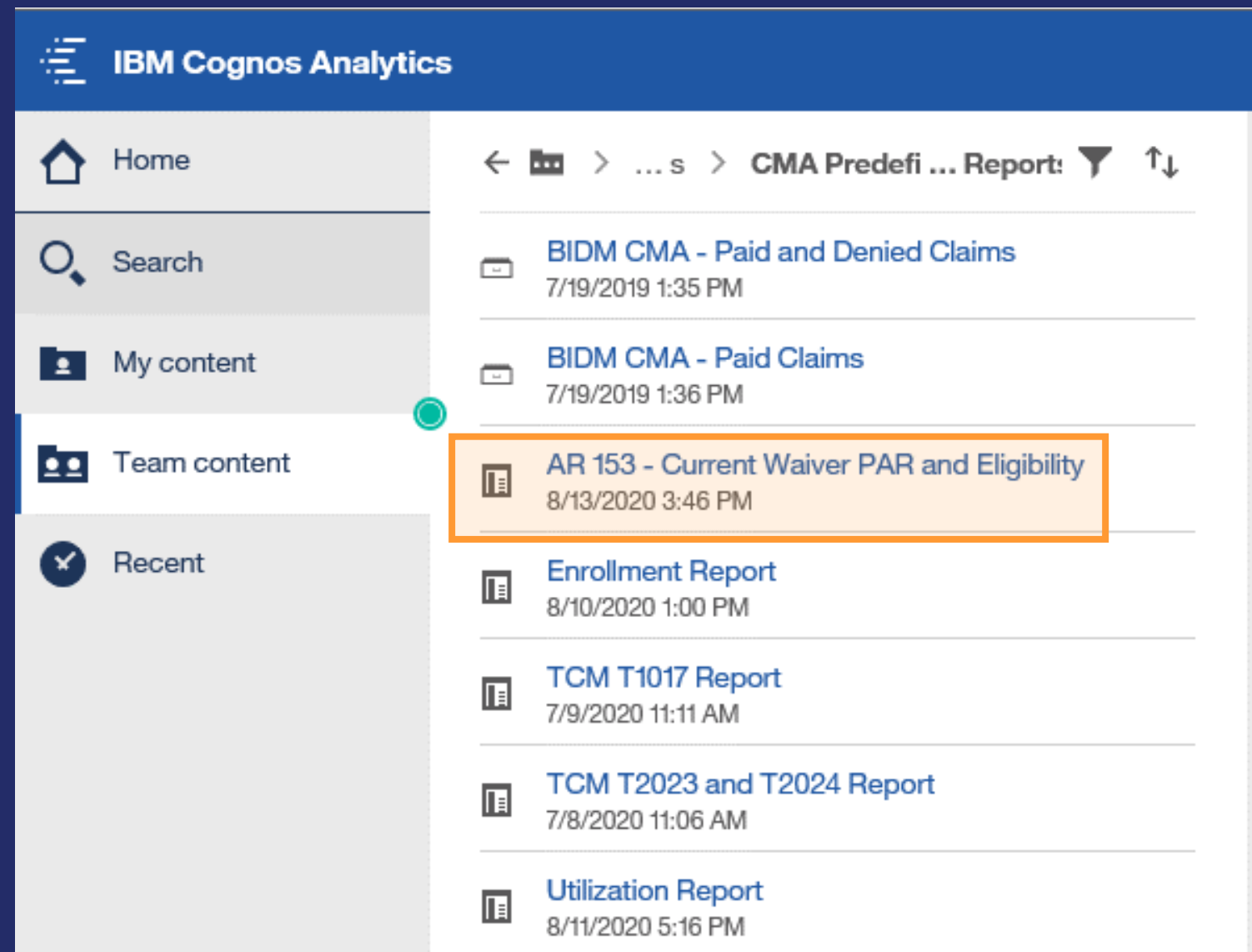


CMA Predefined Reports

- Within CMA Predefined Reports select the appropriate report to access claims, enrollment & utilization information



AR 153 - Current Waiver PAR and Eligibility Report

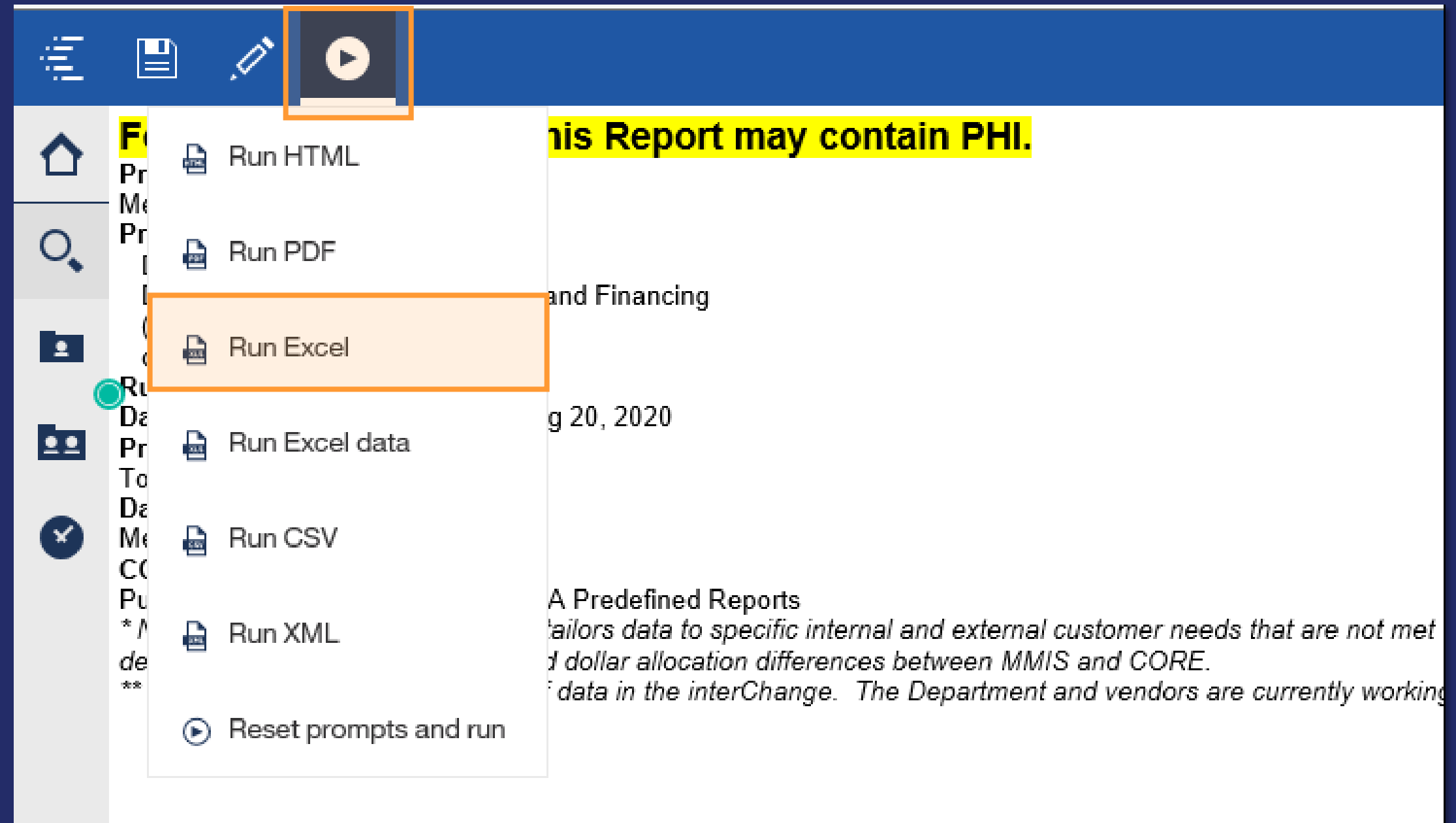


- Select AR 153 - Current Waiver PAR and Eligibility from the CMA Reports screen
- This report assists in determining the number of Members you have on the day you run this report with an active PAR who is Medicaid financially eligible.

Note: if your numbers are off, verify in the Bridge the client has your agency listed on their profile

AR 153 - Current Waiver PAR and Eligibility Report

- To export the report in your preferred format, select the play button at the top
- It will open in a new window. From here, you may select to have it run in the background and emailed to you/others



AR 153 - Current Waiver PAR and Eligibility Report

A	B	C	D	E	F	G	H
Medicaid ID	First Name	Last Name	Prior Authorization Process Type Description	Prior Authorization Number	Min Approved Prior Authorization Start Date	Max Approved Prior Authorization End Date	Prior Authorization Status Description
xxxxxx	Myrle	Aaron	EBD Elderly, Blind, Disabled	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Bianca	Abbott	DD Developmental Disabilities	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Taylor	Abel	DD Developmental Disabilities	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Teisha	Abell	SLS Supported Living Services	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Lindsey	Abernathy	EBD Elderly, Blind, Disabled	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Geraldine	Abney	DD Developmental Disabilities	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Pamala	Abraham	CHCBS Childrens Home Care Base	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Renetta	Abrams	CHCBS Childrens Home Care Base	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Iola	Abreu	EBD Elderly, Blind, Disabled	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Mose	Acevedo	EBD Elderly, Blind, Disabled	619xxxxxxx	10/01/2019	09/30/2020	APPROVED
xxxxxx	Kylie	Acker	CMHS Community Mental Health S	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Brendan	Ackerman	CES Childrens Extensive Suppor	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Leonarda	Acosta	SLS Supported Living Services	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Latrisha	Acuna	DD Developmental Disabilities	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Marisa	Adair	EBD Elderly, Blind, Disabled	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Patsy	Adam	DD Developmental Disabilities	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Audry	Adame	DD Developmental Disabilities	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Melany	Adams	EBD Elderly, Blind, Disabled	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Tyrone	Adamson	CES Childrens Extensive Suppor	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Kenia	Adcock	DD Developmental Disabilities	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Inez	Addison	SLS Supported Living Services	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Kiersten	Adkins	DD Developmental Disabilities	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Nakesha	Adler	EBD Elderly, Blind, Disabled	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Theda	Agee	HCBS - SCI Spinal Cord Injury	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Tayna	Agnew	EBD Elderly, Blind, Disabled	619xxxxxxx	09/01/2019	08/31/2020	APPROVED
xxxxxx	Sherril	Aguiar	EBD Elderly, Blind, Disabled	619xxxxxxx	10/01/2019	09/30/2020	APPROVED
xxxxxx	Derek	GOHSLER	CHCBS Childrens Home Care Base	619xxxxxxx	09/01/2019	08/31/2020	APPROVED

- The PAR_2 tab on the Current Waiver PAR and Eligibility report will tell you each of your client's approved prior authorization numbers, start and end dates and which waiver they are on for the specific day that your run this report

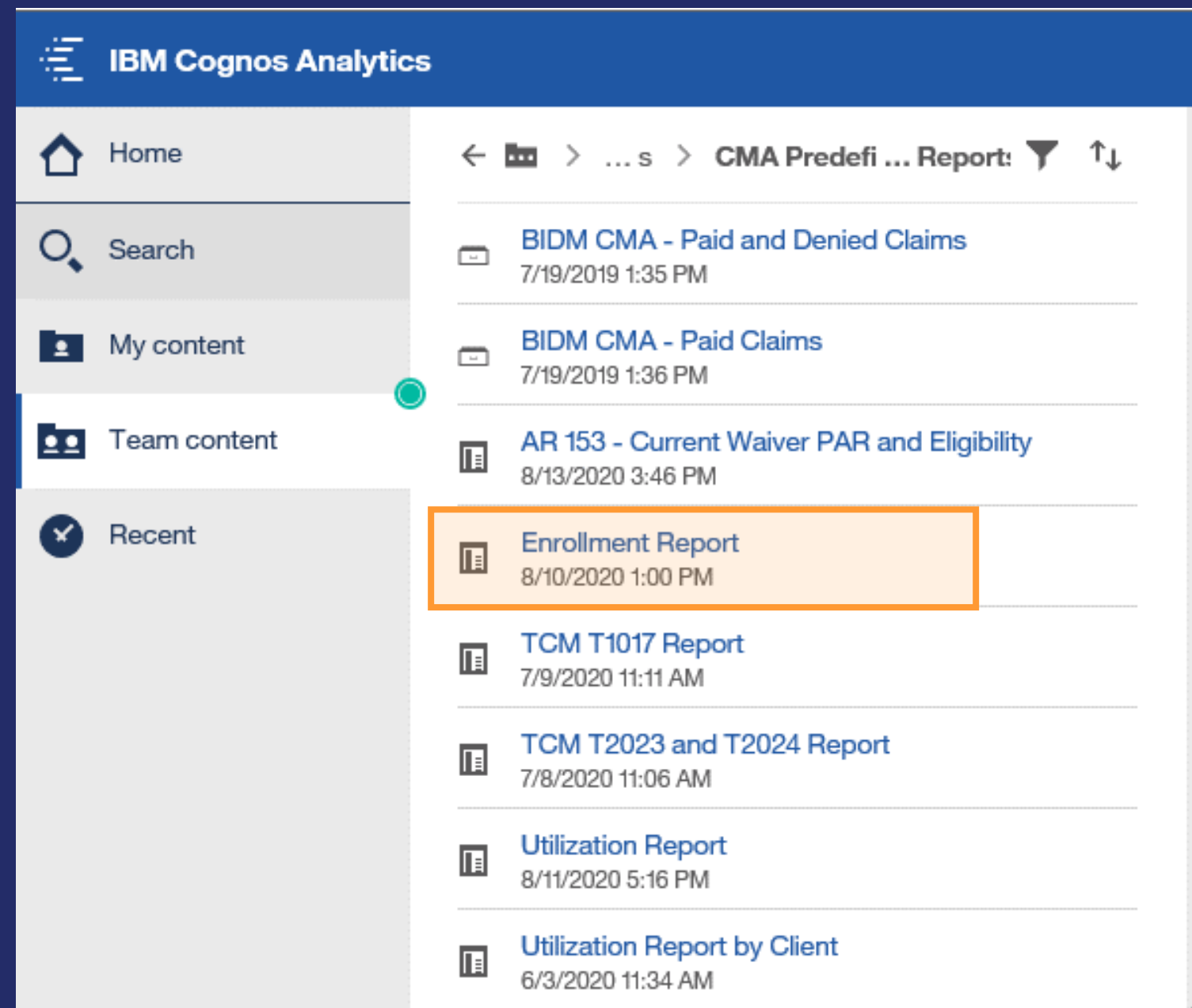
AR 153 - Current Waiver PAR and Eligibility Report

A	B	C	D	E	F	G
Medicaid ID	First Name	Last Name	Benefit Plan Code	Benefit Plan Description	Benefit Plan Eligibility Effective Date	Benefit Plan Eligibility End Date
xxxxxx	Ingrid	Arnold	CMHS	HCBS Community Mental Health Supports Waiver	02/01/2017	12/31/2299
xxxxxx	Kareem	Arredondo	EBD	HCBS Elderly, Blind, & Disabled Waiver	01/01/2014	12/31/2299
xxxxxx	Catharine	Arreola	DD	HCBS Developmental Disabilities Waiver	05/17/2019	12/31/2299
xxxxxx	Hana	Arriaga	CMHS	HCBS Community Mental Health Supports Waiver	05/20/2019	12/31/2299
xxxxxx	Melanie	Arrington	DD	HCBS Developmental Disabilities Waiver	04/01/2015	12/31/2299
xxxxxx	Alona	Arroyo	EBD	HCBS Elderly, Blind, & Disabled Waiver	12/01/2016	12/31/2299
xxxxxx	Deneen	Arsenault	EBD	HCBS Elderly, Blind, & Disabled Waiver	12/01/2016	12/31/2299
xxxxxx	Gertude	Arteaga	CES	HCBS Children's Extensive Support Waiver	08/09/2019	12/31/2299
xxxxxx	Maryetta	Arthur	EBD	HCBS Elderly, Blind, & Disabled Waiver	05/01/2016	12/31/2299
xxxxxx	Lavada	Artis	DD	HCBS Developmental Disabilities Waiver	12/26/2019	12/31/2299
xxxxxx	Eldora	Asbury	CHCBS	HCBS Children's Home and Community-Based Services	01/01/2014	12/31/2299
xxxxxx	Treena	Ash	SLS	HCBS Supported Living Services Waiver	07/17/2014	12/31/2299
xxxxxx	Joseph	Ashby	CHCBS	HCBS Children's Home and Community-Based Services	10/24/2015	12/31/2299
xxxxxx	Dennis	Ashcraft	DD	HCBS Developmental Disabilities Waiver	01/01/2014	12/31/2299
xxxxxx	Estelle	Ashe	EBD	HCBS Elderly, Blind, & Disabled Waiver	01/01/2016	12/31/2299
xxxxxx	Kathyrn	Asher	CHCBS	HCBS Children's Home and Community-Based Services	12/01/2015	12/31/2299
xxxxxx	Kathie	Ashford	EBD	HCBS Elderly, Blind, & Disabled Waiver	04/26/2019	12/31/2299
xxxxxx	Deja	Ashley	EBD	HCBS Elderly, Blind, & Disabled Waiver	10/01/2016	12/31/2299
xxxxxx	Etha	Ashmore	EBD	HCBS Elderly, Blind, & Disabled Waiver	06/01/2019	12/31/2299
xxxxxx	Danika	Ashton	CMHS	HCBS Community Mental Health Supports Waiver	01/01/2014	12/31/2299
xxxxxx	Venus	Ashworth	SLS	HCBS Supported Living Services Waiver	01/01/2014	12/31/2299
xxxxxx	Grover	Askew	CES	HCBS Children's Extensive Support Waiver	10/01/2016	12/31/2299
xxxxxx	Chrissy	Atchison	EBD	HCBS Elderly, Blind, & Disabled Waiver	04/23/2015	12/31/2299
xxxxxx	Aurea	Atherton	EBD	HCBS Elderly, Blind, & Disabled Waiver	01/09/2020	12/31/2299
xxxxxx	Elvera	Atkins	CES	HCBS Children's Extensive Support Waiver	01/01/2014	12/31/2299
xxxxxx	Wynell	Atkinson	SLS	HCBS Supported Living Services Waiver	03/02/2016	12/31/2299
xxxxxx	Brenton	Atwell	CES	HCBS Children's Extensive Support Waiver	08/12/2019	12/31/2299
xxxxxx	Fawn	Atwood	CHCBS	HCBS Children's Home and Community-Based Services	02/14/2017	12/31/2299
xxxxxx	Grisel	August	EBD	HCBS Elderly, Blind, & Disabled Waiver	02/10/2017	12/31/2299
xxxxxx	Rhoda	Augustine	EBD	HCBS Elderly, Blind, & Disabled Waiver	01/01/2014	12/31/2299

- The Eligibility_3 tab on the Current Waiver PAR and Eligibility report will tell you each of your client's current benefit plan, start and end dates for the specific day that you run this report

Enrollment Report

- Select Enrollment Report from the CMA Reports screen





Enrollment Report

- Enter Enrollment Date Range
- Click Finish

Enrollment Report

Choose Enrollment Date Range:



*  to * 

Enrollment Report

- Enter Enrollment Date Range
- Click Finish

Enrollment Report

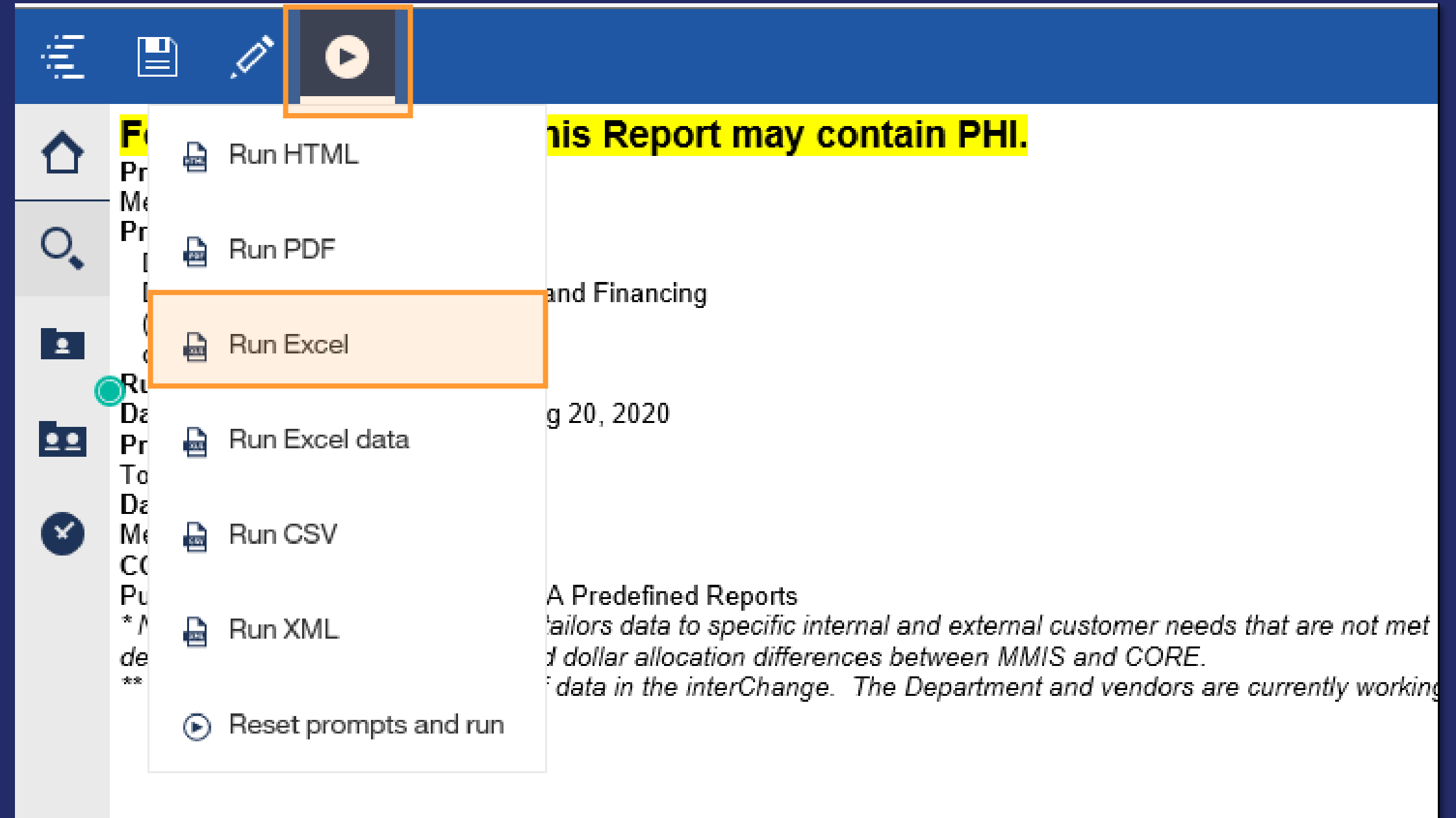
Choose Enrollment Date Range:

* Dec 1, 2018  to * Dec 31, 2018 

Cancel < Back Next > **Finish**

Enrollment Report

- To export the report in your preferred format, select the play button at the top
- It will open in a new window. From here, you may select to have it run in the background and emailed to you/others



Enrollment Report - Summary Counts Tab

	A	B	C	D
1	Waiver	Client Count by Waiver		
2	CMHS Community Mental Health S	40		
3	EBD Elderly, Blind, Disabled	132		
4	Overall - Total	172		
5				
6				
7				
8				
9				
10				
11				
12				
13				

- After the report runs, it will prompt you to save or open an Excel file
- The Summary Counts tab in the Enrollment Report shows the number of clients enrolled by waiver

Enrollment Report – Client Details Tab

A	B	C	D	E	F	G	H	I	J	K	L	M
Medicaid ID	First Name	Last Name	Birth Date	Buy-In Aid Code	Waiver	Prior Authorization Number	Prior Authorization Start Date	Prior Authorization End Date	Prior Authorization Status Code	Prior Authorization Status Description	Authorized Units	Utilized Units
XXXXXXXX	Jack	O'Lantern	1/1/1066		CMHS Community Mental Health S	9999999999	01/01/2018	12/31/2018	A	APPROVED	1,688	
XXXXXXXX	Jack	O'Lantern	1/1/1066		CMHS Community Mental Health S	9999999999	01/01/2018	12/31/2018	A	APPROVED	428	8
XXXXXXXX	Jack	O'Lantern	1/1/1066		CMHS Community Mental Health S	9999999999	01/01/2018	12/31/2018	A	APPROVED	3,768	10
XXXXXXXX	Jack	O'Lantern	1/1/1066		CMHS Community Mental Health S	9999999999	01/01/2018	12/31/2018	A	APPROVED	428	186
XXXXXXXX	Jack	O'Lantern	1/1/1066		CMHS Community Mental Health S	9999999999	01/01/2018	12/31/2018	A	APPROVED	428	
XXXXXXXX	Tooth	Fairy	09/18/1920		EBD Elderly, Blind, Disabled	9999999999	01/01/2018	12/31/2018	A	APPROVED	292	
XXXXXXXX	Tooth	Fairy	09/18/1920		EBD Elderly, Blind, Disabled	9999999999	01/01/2018	12/31/2018	A	APPROVED	832	79
XXXXXXXX	Tooth	Fairy	09/18/1920		EBD Elderly, Blind, Disabled	9999999999	01/01/2018	12/31/2018	A	APPROVED	22	
XXXXXXXX	Tooth	Fairy	09/18/1920		EBD Elderly, Blind, Disabled	9999999999	01/01/2018	12/31/2018	A	APPROVED	921	526
XXXXXXXX	Tooth	Fairy	09/18/1920		EBD Elderly, Blind, Disabled	9999999999	01/01/2018	12/31/2018	A	APPROVED	12	8
XXXXXXXX	Tooth	Fairy	09/18/1920		EBD Elderly, Blind, Disabled	9999999999	01/01/2018	12/31/2018	A	APPROVED	1,884	604
XXXXXXXX	Tooth	Fairy	09/18/1920		EBD Elderly, Blind, Disabled	9999999999	01/01/2018	12/31/2018	A	APPROVED	23	9

- The Client Details tab from the Enrollment Report contains client information and a high-level view of all PARs

Enrollment Report – PA Status Tab

A	B	C	D	E	F	G	H
Medicaid ID	First Name	Last Name	Birth Date	Waiver	Prior Authorization Number	Prior Authorization Status Code	Prior Authorization Status Description
XXXXXXXX	Jack	O'Lantern	1/1/1066	CMHS Community Mental Health S	9999999999	A	APPROVED
XXXXXXXX	Jack	O'Lantern	1/1/1066	CMHS Community Mental Health S	9999999999	A	APPROVED
XXXXXXXX	Jack	O'Lantern	1/1/1066	CMHS Community Mental Health S	9999999999	A	APPROVED
XXXXXXXX	Jack	O'Lantern	1/1/1066	CMHS Community Mental Health S	9999999999	A	APPROVED
XXXXXXXX	Jack	O'Lantern	1/1/1066	CMHS Community Mental Health S	9999999999	A	APPROVED
XXXXXXXX	Tooth	Fairy	09/18/1920	EBD Elderly, Blind, Disabled	9999999999	A	APPROVED
XXXXXXXX	Tooth	Fairy	09/18/1920	EBD Elderly, Blind, Disabled	9999999999	A	APPROVED
XXXXXXXX	Tooth	Fairy	09/18/1920	EBD Elderly, Blind, Disabled	9999999999	A	APPROVED
XXXXXXXX	Tooth	Fairy	09/18/1920	EBD Elderly, Blind, Disabled	9999999999	A	APPROVED
XXXXXXXX	Tooth	Fairy	09/18/1920	EBD Elderly, Blind, Disabled	9999999999	A	APPROVED
XXXXXXXX	Tooth	Fairy	09/18/1920	EBD Elderly, Blind, Disabled	9999999999	A	APPROVED
XXXXXXXX	Tooth	Fairy	09/18/1920	EBD Elderly, Blind, Disabled	9999999999	A	APPROVED

- The PA Status tab contains high-level information about current PARs

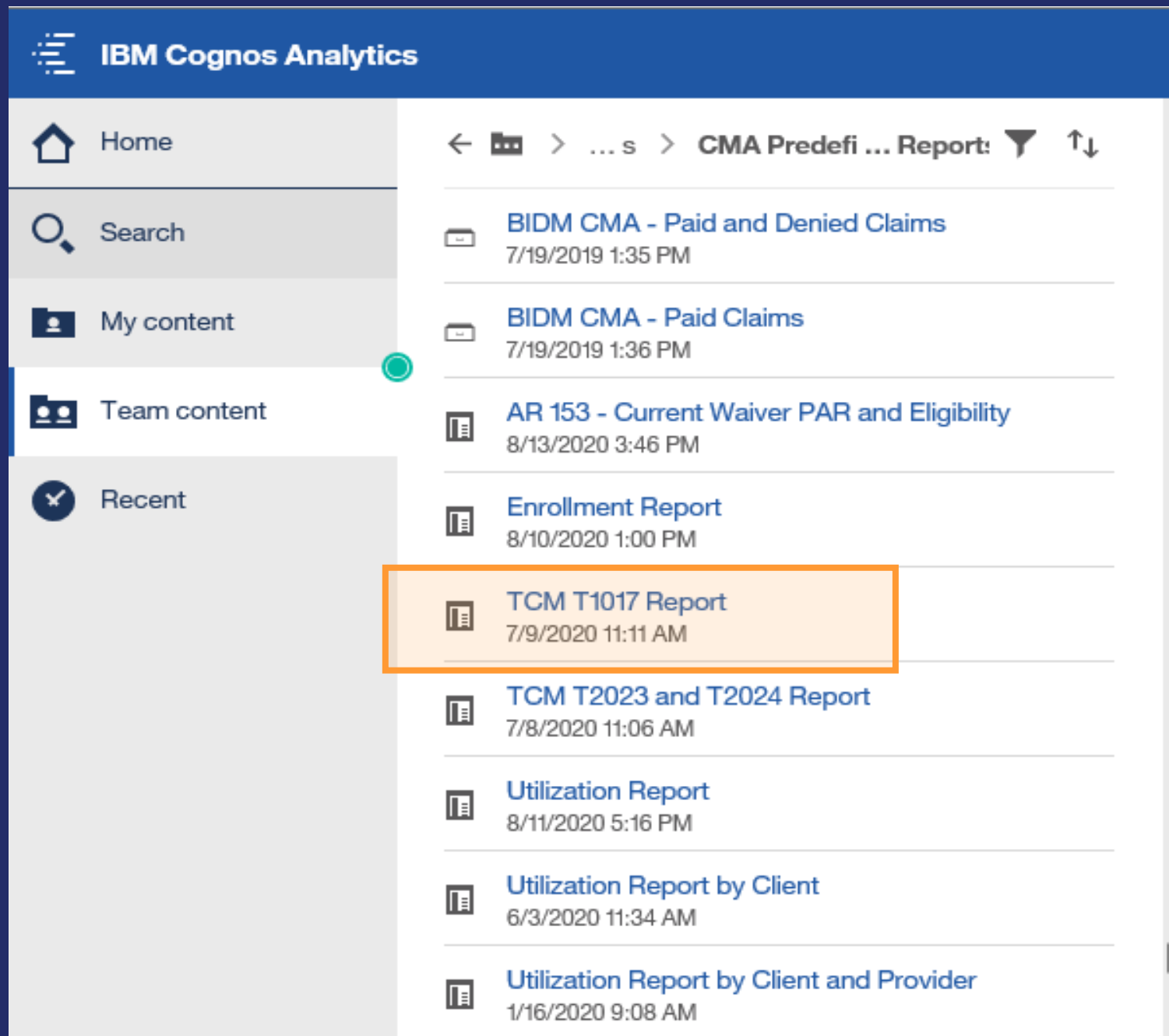
Enrollment Report - PA Utilization Tab

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
Prior Authorization Number	Medicaid ID	Last Name	First Name	Waiver	Prior Authorization Start Date	Prior Authorization End Date	PA Service	Procedure Code	Procedure Modifier 1 Code	Procedure Modifier 2 Code	Procedure Modifier 3 Code	Procedure Modifier 4 Code	Prior Authorization Line Status Code	Prior Authorization Line Status Description	Line Prior Authorization Start Date	Line Prior Authorization End Date	Authorized Units	Utilized Units
999999999	XXXXXXX	Jack	O'Lantern	CMHS Community Mental Health S	01/01/2018	12/31/2018	Medication Reminder - Monitoring	S5185	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	12	
999999999	XXXXXXX	Jack	O'Lantern	CMHS Community Mental Health S	01/01/2018	12/31/2018	Personal Care	T1019	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	1,664	
999999999	XXXXXXX	Jack	O'Lantern	CMHS Community Mental Health S	01/01/2018	12/31/2018	Personal Emergency Response	S5161	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	12	
999999999	XXXXXXX	Jack	O'Lantern	CMHS Community Mental Health S	01/01/2018	12/31/2018	Homemaker	S5130	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	416	4
999999999	XXXXXXX	Jack	O'Lantern	CMHS Community Mental Health S	01/01/2018	12/31/2018	Personal Emergency Response	S5161	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	12	4
999999999	XXXXXXX	Tooth	Fairy	CMHS Community Mental Health S	01/01/2018	12/31/2018	Medication Reminder - Monitoring	S5185	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	12	5
999999999	XXXXXXX	Tooth	Fairy	CMHS Community Mental Health S	01/01/2018	12/31/2018	Personal Care - Relative	T1019	UA	HR	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	3,744	
999999999	XXXXXXX	Tooth	Fairy	CMHS Community Mental Health S	01/01/2018	12/31/2018	Personal Emergency Response	S5161	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	12	5
999999999	XXXXXXX	Tooth	Fairy	CMHS Community Mental Health S	01/01/2018	12/31/2018	Homemaker	S5130	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	416	176
999999999	XXXXXXX	Tooth	Fairy	CMHS Community	01/01/2018	12/31/2018	Personal Emergency	S5161	UA	(BLANK)	(BLANK)	(BLANK)	A	APPROVED	01/01/2018	12/31/2018	12	10

- The PA Utilization tab gives you detailed information on the PARs, including services, line dates and authorized and utilized units

T1017 Report

- Select TCM T1017 Report from the CMA Reports screen to run a report of paid TCM claims specific to clients in your CCB agency



T1017 Report

Choose Service Date Range:

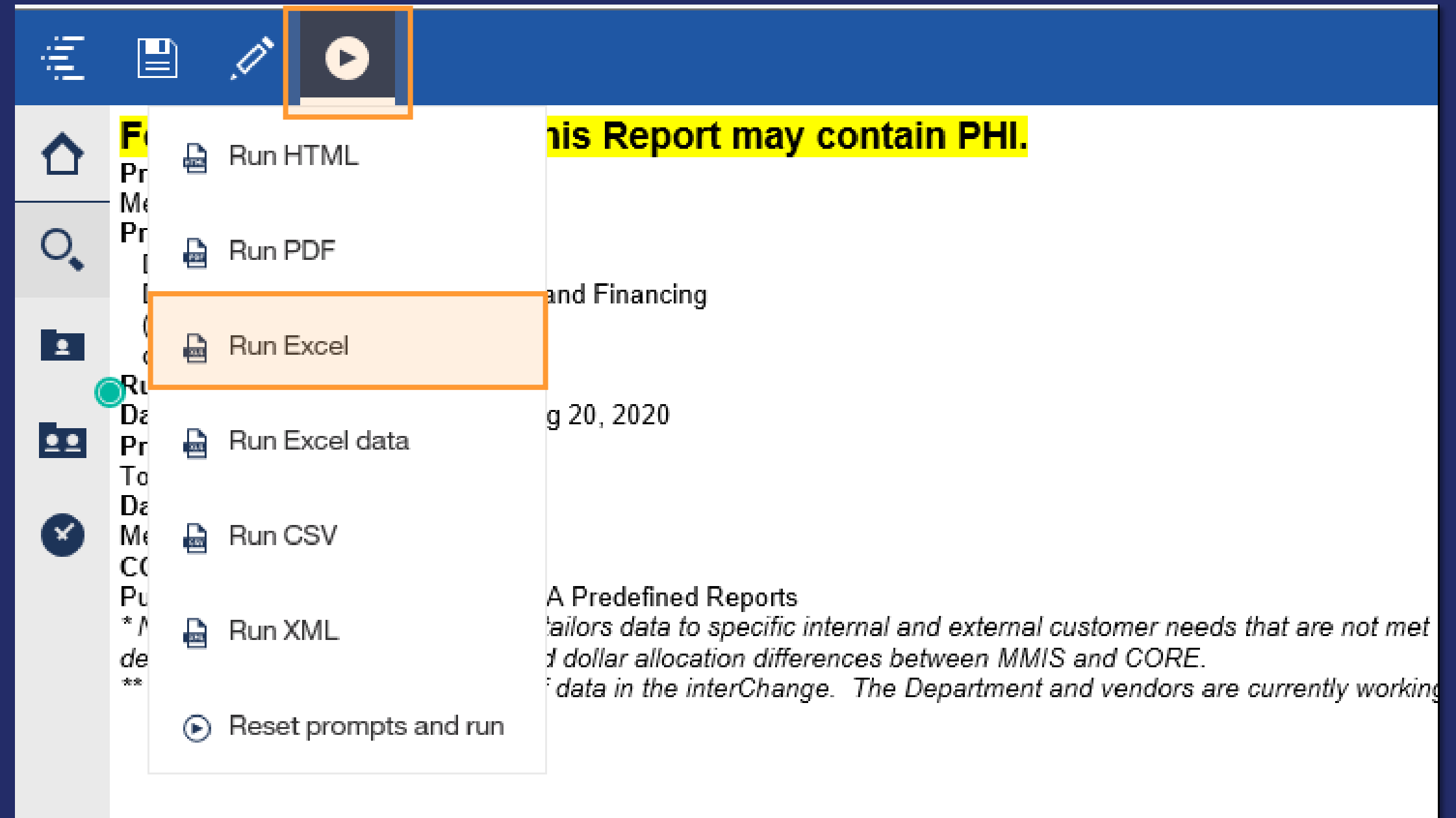
* Jul 1, 2020 to * Aug 20, 2020

- Select TCM T1017 Report from the CMA Reports screen to run a report of paid TCM claims specific to clients in your CCB agency
- Input date range and click Finish
- Note that TCM is limited to 240 units per fiscal year

Cancel < Back Next > Finish

T1017 Report

- To export the report in your preferred format, select the play button at the top
- It will open in a new window. From here, you may select to have it run in the background and emailed to you/others

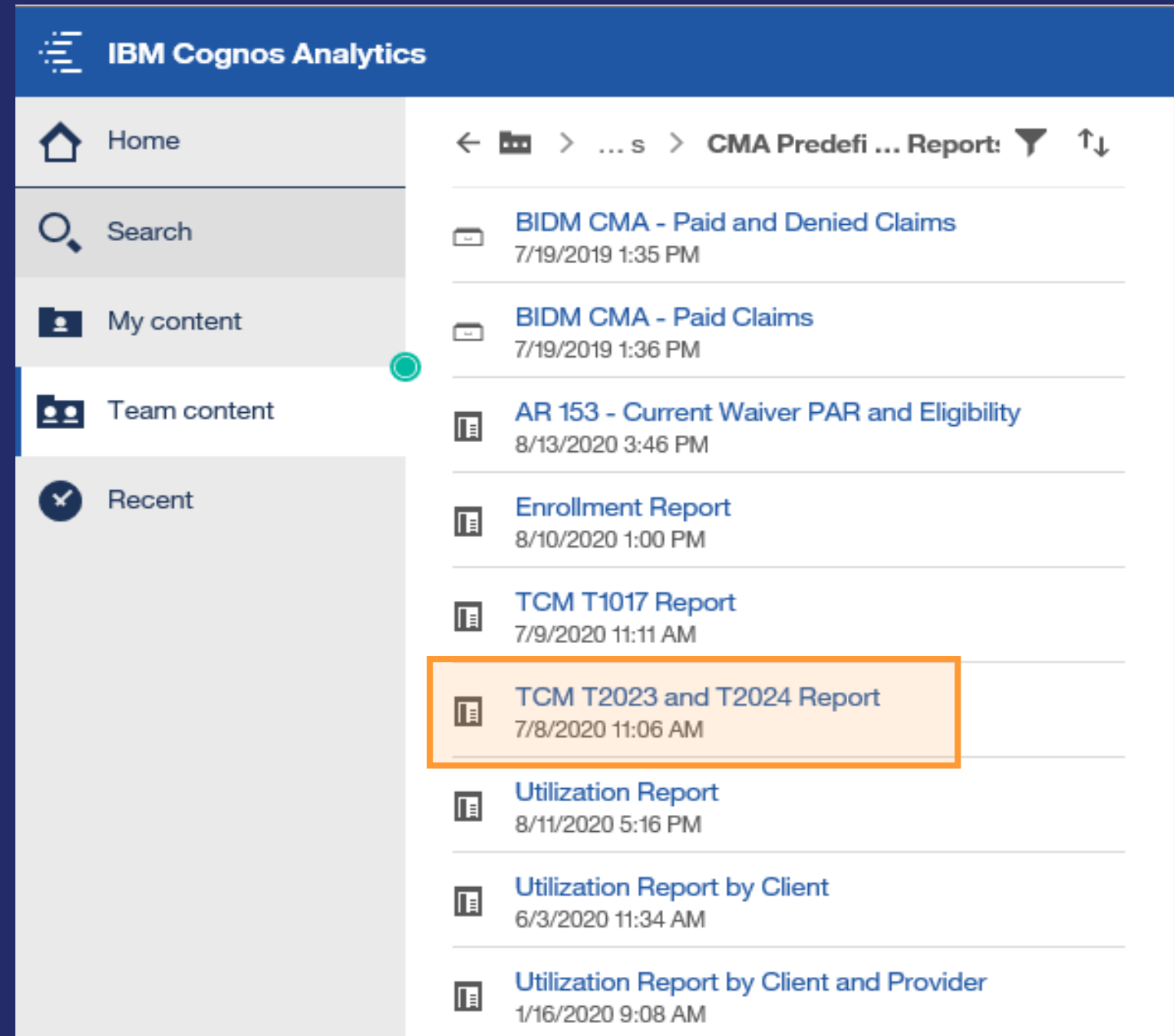


T1017 Report - TCM Utilization Tab

A	B	C	D	E	F
CMA Alternate Agency Identifier	Medicaid ID	Line First Service Date	Procedure Code	Paid Amount	Allowed Units Quantity
CMA15	xxxxxxx	07/01/2019	T1017	\$311.79	19
CMA15	xxxxxxx	08/01/2019	T1017	\$328.20	20
CMA42	xxxxxxx	07/01/2019	T1017	\$459.48	28
CMA42	xxxxxxx	08/01/2019	T1017	\$328.20	20
CMA22	xxxxxxx	07/21/2019	T1017	\$82.05	5
CMA22	xxxxxxx	07/22/2019	T1017	\$16.41	1
CMA22	xxxxxxx	07/21/2019	T1017	\$131.28	8
CMA18	xxxxxxx	07/01/2019	T1017	\$262.56	16
CMA18	xxxxxxx	08/01/2019	T1017	\$32.82	2
CMA46	xxxxxxx	07/02/2019	T1017	\$65.64	4
CMA46	xxxxxxx	07/03/2019	T1017	\$131.28	8
CMA46	xxxxxxx	07/18/2019	T1017	\$82.05	5
CMA46	xxxxxxx	08/08/2019	T1017	\$16.41	1
CMA15	xxxxxxx	07/01/2019	T1017	\$164.10	10
CMA15	xxxxxxx	08/01/2019	T1017	\$393.84	24
CMA42	xxxxxxx	07/01/2019	T1017	\$180.51	11
CMA42	xxxxxxx	08/01/2019	T1017	\$377.43	23
CMA45	xxxxxxx	07/31/2019	T1017	\$520.00	32
CMA39	xxxxxxx	07/01/2019	T1017	\$246.15	15

- The TCM Utilization tab on the T1017 Report contains client IDs, Dates of Service, Paid \$ Amount and # of Units Allowed. Your report should be specific to your agency and show only one CMA# in column A.

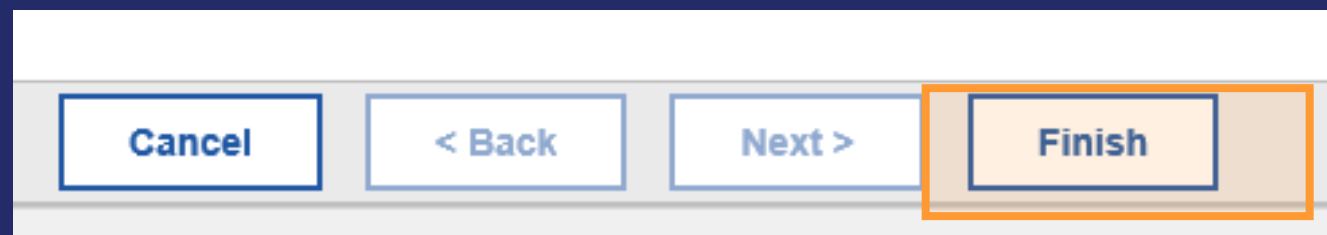
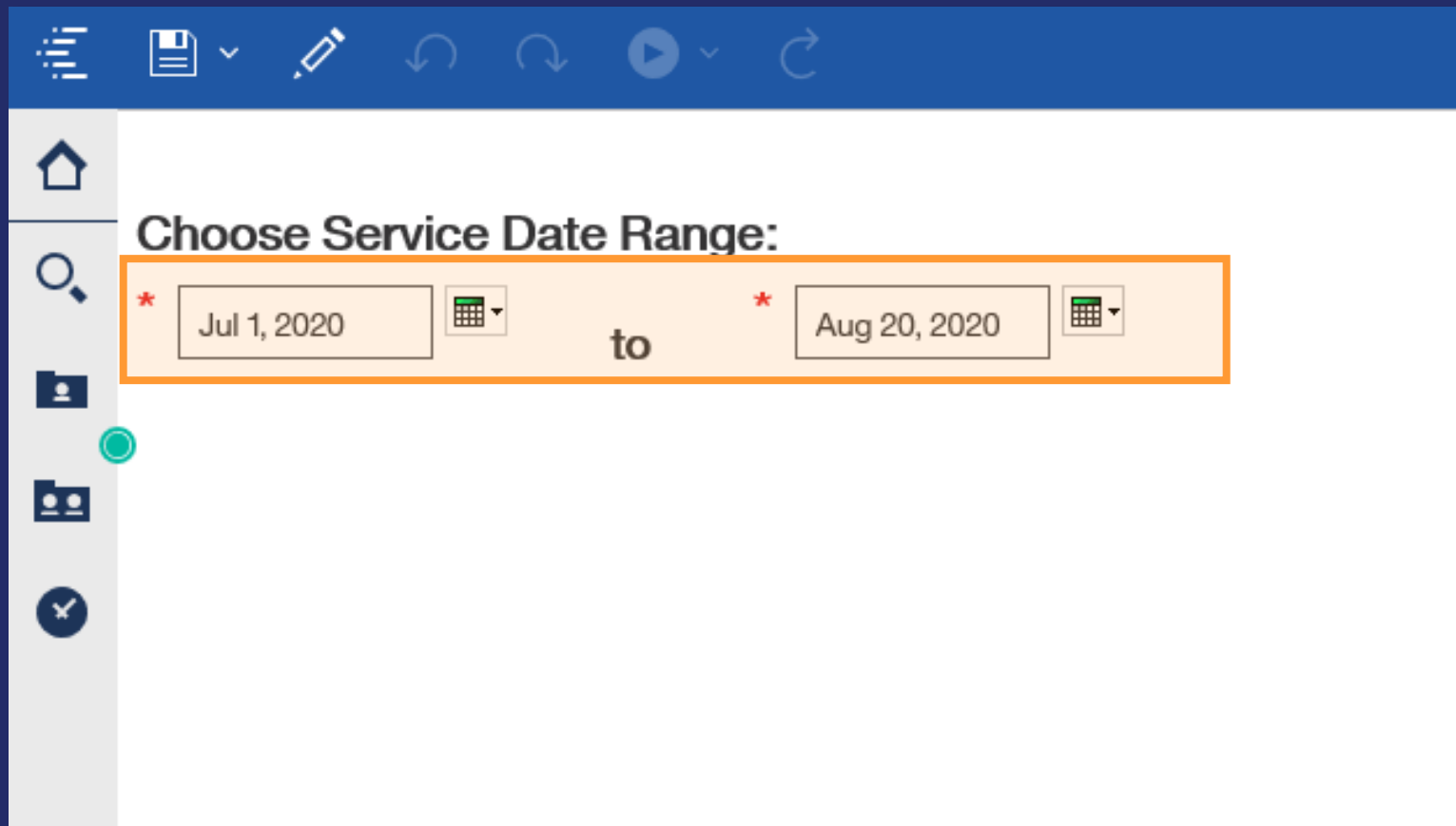
T2023 and T2024 Report



- Select TCM T2023 and T2024 Report from the CMA Reports screen to run a report of paid TCM claims specific to clients in your CCB agency

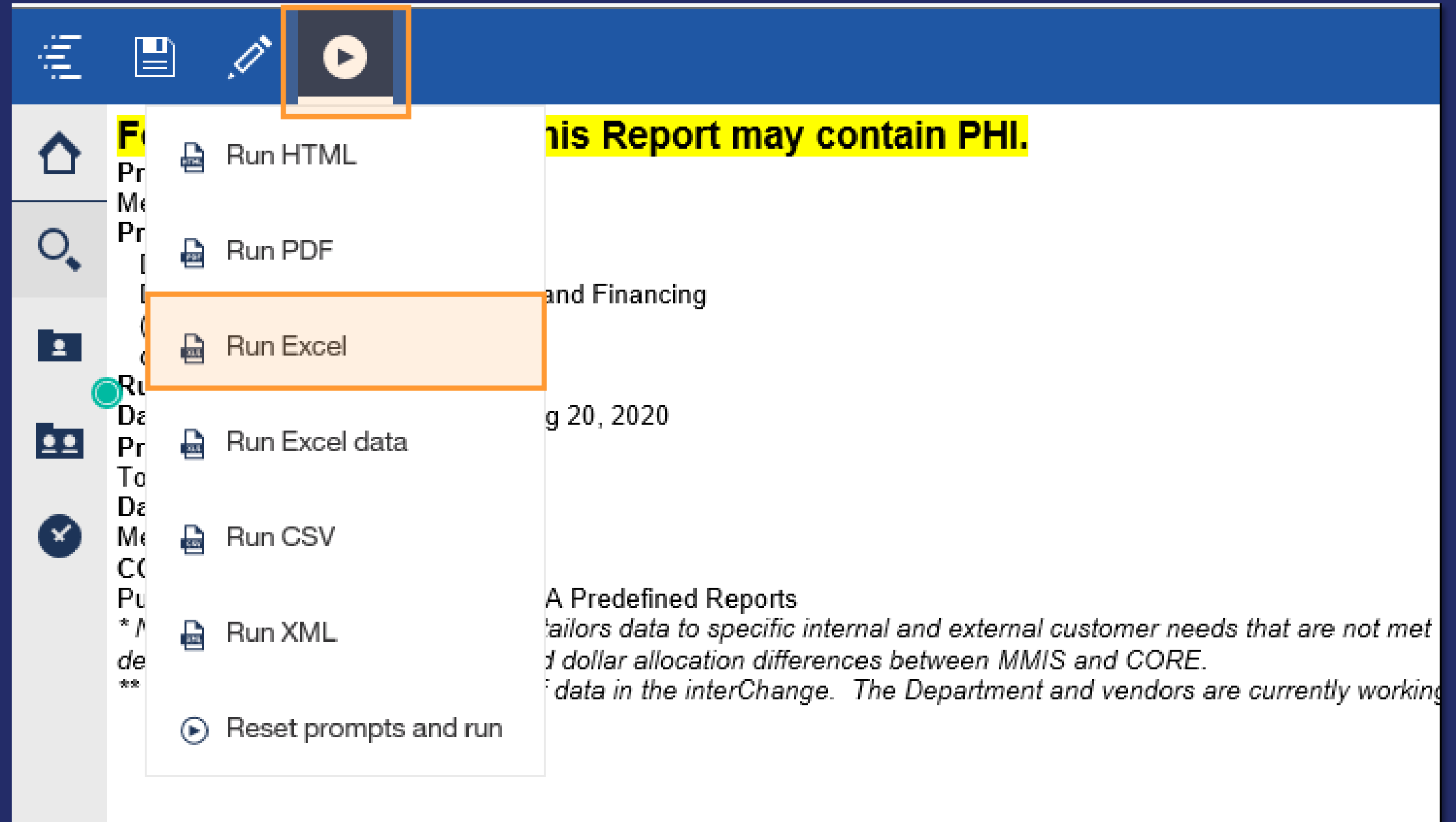
T2023 and T2024 Report

- Select TCM T2023 and T2024 Report from the CMA Reports screen to run a report of paid TCM claims specific to clients in your CCB agency
- Input date range and click Finish
- Note that TCM is limited to 240 units per fiscal year



T2023 and T2024 Report

- To export the report in your preferred format, select the play button at the top
- It will open in a new window. From here, you may select to have it run in the background and emailed to you/others



T2023 and T2024 Report - TCM Utilization Tab

[illegible]

- The **TCM Utilization** tab on the T2023 and T2024 Report contains client IDs, Dates of Service, Paid \$ Amount and # of Units Allowed. Your report should be specific to your agency and show only one CMA# in column A.

Utilization Report

The screenshot shows the IBM Cognos Analytics interface. On the left is a navigation pane with options: Home, Search, My content, Team content, and Recent. The main area displays a list of reports under the breadcrumb 'CMA Predefi ... Report:'. The reports listed are:

- BIDM CMA - Paid and Denied Claims (7/19/2019 1:35 PM)
- BIDM CMA - Paid Claims (7/19/2019 1:36 PM)
- AR 153 - Current Waiver PAR and Eligibility (8/13/2020 3:46 PM)
- Enrollment Report (8/10/2020 1:00 PM)
- TCM T1017 Report (7/9/2020 11:11 AM)
- TCM T2023 and T2024 Report (7/8/2020 11:06 AM)
- Utilization Report (8/11/2020 5:16 PM)** - This report is highlighted with an orange box.
- Utilization Report by Client (6/3/2020 11:34 AM)

- Select Utilization Report from the CMA Reports screen

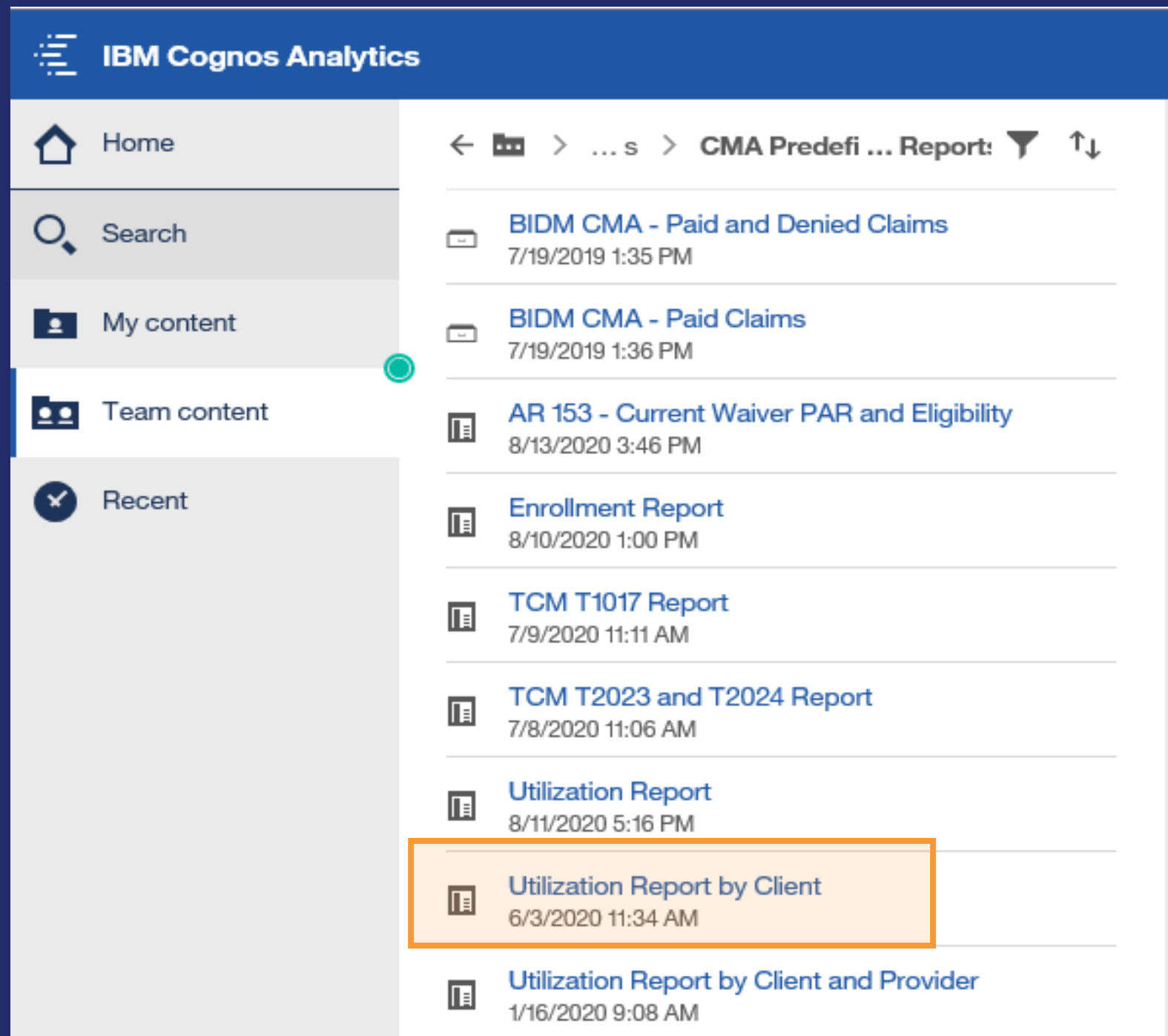
Utilization Report - PA Utilization Tab

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA
Medicaid ID	First Name	Last Name	Birth Date	Waiver	Prior Authorization Number	Procedure Code	Procedure Description	Procedure Modifier 1 Code	Procedure Modifier 2 Code	Procedure Modifier 3 Code	Procedure Modifier 4 Code	Line First Service Date	Line Last Service Date	Billing Provider Medicaid ID	Billing Provider Location Name	Billed Units Quantity	Billed Amount	Allowed Units Quantity	Paid Amount	Claim Type Code	Claim Type Description	Claim Status Code	Claim Status Description	Line Status Code	Line Status Description	ICN Number
XXXXXXX	Santa	Claus	1/1/1492	CMHS Community Mental Health S	9999999999	S5130	HOMAKER SERVICE NOS PER 15M	UA	(BLANK)	(BLANK)	(BLANK)	09/05/2017	09/13/2017	64020746	BENT COUNTY PUBLIC HEALTH	4	\$17.00	4	\$17.00	M	Professional Claims	P	PAY	P	PAY	999999999999
XXXXXXX	Santa	Claus	1/1/1492	CMHS Community Mental Health S	9999999999	S5161	EMER RSPNS SYS SERV PERMONTH	UA	(BLANK)	(BLANK)	(BLANK)	09/30/2017	09/30/2017	9000143297	CONNECT AMERICA.COM LLC	1	\$52.00	1	\$52.00	M	Professional Claims	P	PAY	P	PAY	999999999999
XXXXXXX	Santa	Claus	1/1/1492	CMHS Community Mental Health S	9999999999	S5161	EMER RSPNS SYS SERV PERMONTH	UA	(BLANK)	(BLANK)	(BLANK)	10/01/2017	10/31/2017	9000143297	CONNECT AMERICA.COM LLC	1	\$52.00	1	\$52.00	M	Professional Claims	P	PAY	P	PAY	999999999999
XXXXXXX	Santa	Claus	1/1/1492	CMHS Community Mental Health S	9999999999	S5161	EMER RSPNS SYS SERV PERMONTH	UA	(BLANK)	(BLANK)	(BLANK)	11/01/2017	11/30/2017	9000143297	CONNECT AMERICA.COM LLC	1	\$52.00	1	\$52.00	M	Professional Claims	P	PAY	P	PAY	999999999999
XXXXXXX	Santa	Claus	1/1/1492	CMHS Community Mental Health S	9999999999	S5161	EMER RSPNS SYS SERV PERMONTH	UA	(BLANK)	(BLANK)	(BLANK)	01/01/2018	01/31/2018	9000143297	CONNECT AMERICA.COM LLC	1	\$52.00	1	\$52.00	M	Professional Claims	P	PAY	P	PAY	999999999999
XXXXXXX	Easter	Bunny	7/4/1776	CMHS Community Mental Health S	9999999999	S5161	EMER RSPNS SYS SERV PERMONTH	UA	(BLANK)	(BLANK)	(BLANK)	10/01/2017	10/18/2017	42404754	SUCCESS, INC.	1	\$55.00	1	\$55.00	M	Professional Claims	P	PAY	P	PAY	999999999999
XXXXXXX	Easter	Bunny	7/4/1776	CMHS Community Mental Health S	9999999999	S5161	EMER RSPNS SYS SERV PERMONTH	UA	(BLANK)	(BLANK)	(BLANK)	11/01/2017	11/15/2017	42404754	SUCCESS, INC.	1	\$55.00	1	\$55.00	M	Professional Claims	P	PAY	P	PAY	999999999999

- The PA Utilization tab on the Utilization Report contains all the same high-level PAR information and it also contains claim information as to which provider billed, the units/amounts billed and paid, and the ICN number

Utilization Report by Client

- Select Utilization Report by Client from the CMA Reports screen



Utilization Report by Client

- Enter Enrollment Date Range
- Enter Client's Medicaid ID number
 - Tip: Client Medicaid ID field is case sensitive - always use capital letters
- Select Finish

Utilization Report

Choose Enrollment Date Range:

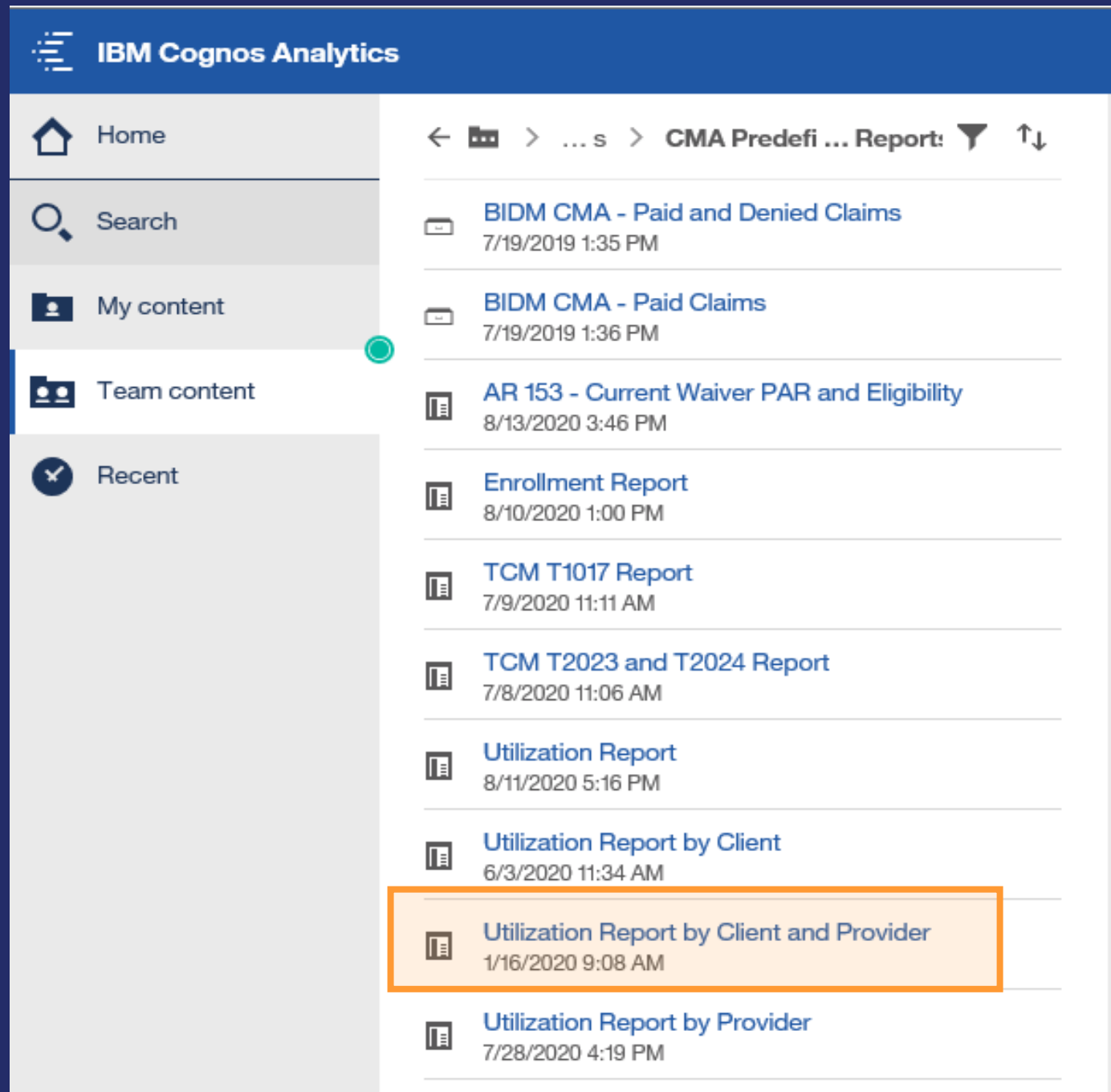
* Dec 28, 2018 to * Dec 28, 2018

Choose Client's Medicaid ID:

*

Cancel < Back Next > **Finish**

Utilization Report by Client and Provider



- Select Utilization Report by Client and Provider from the CMA Reports screen
- This report will provide the same information as the Utilization Report by Client, however, will allow you to limit it by specific client and specific provider

Utilization Report by Client and Provider

- Enter Enrollment Date Range
- Enter Client's Medicaid ID number
 - Tip: Client Medicaid ID field is case sensitive – always use capital letters
- Enter Billing Provider ID
- Select Finish

Utilization Report

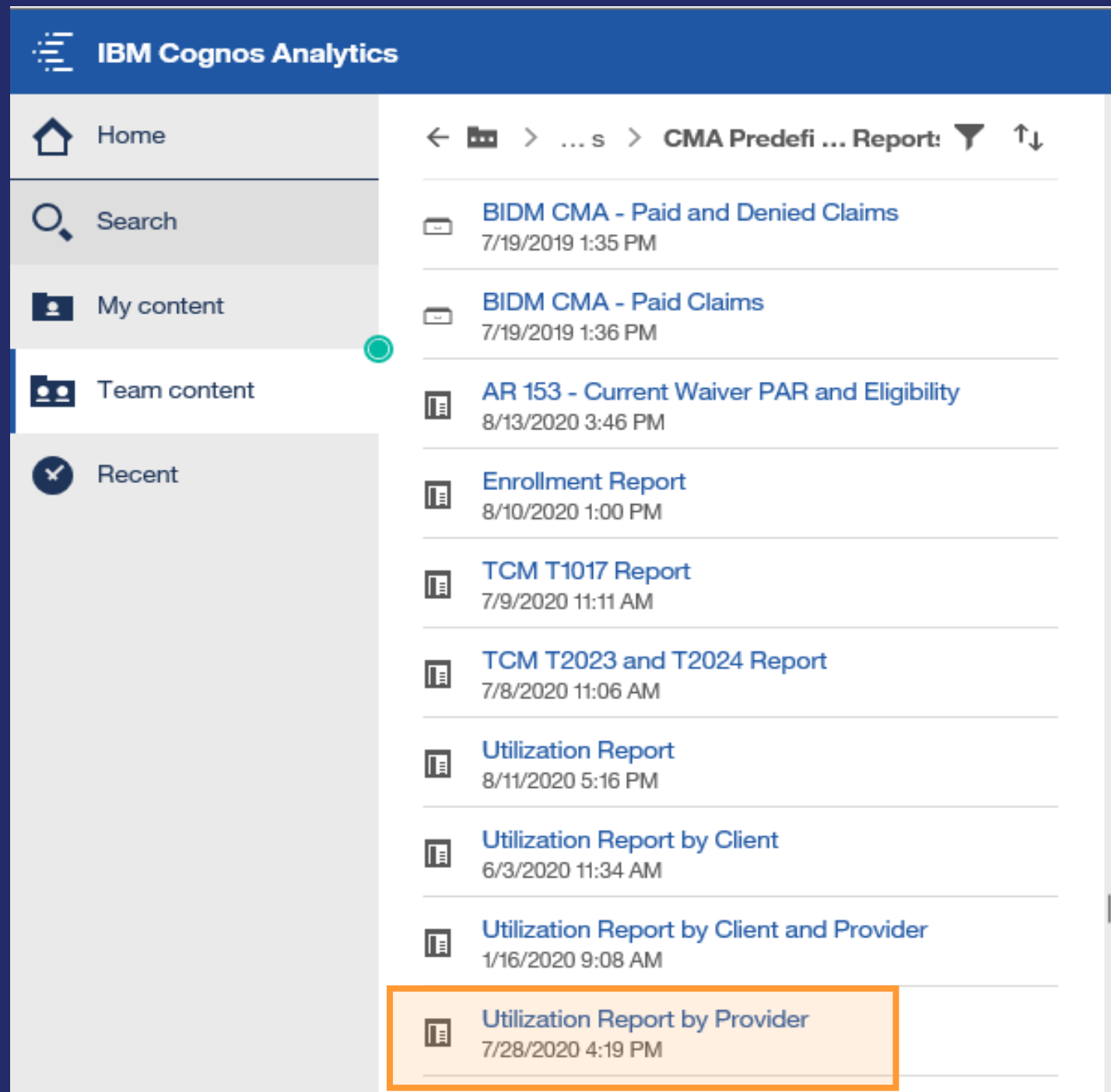
Choose Enrollment Date Range:
* Dec 28, 2018 to * Dec 28, 2018

Choose Client's Medicaid ID:
*

Choose Billing Provider ID:
*

Cancel < Back Next > **Finish**

Utilization Report by Provider



- Select Utilization Report by Provider from the CMA Reports screen
- This report will provide the same information as the Utilization Report by Client, however will allow you to see all your applicable clients and will limit it by specific provider

Utilization Report by Provider

- Enter Enrollment Date Range
- Enter Billing Provider ID
- Select Finish
- This report will show all utilization for your clients

Utilization Report

Choose Enrollment Date Range:
* Dec 28, 2018 to * Dec 28, 2018

Choose Billing Provider ID:
*

Cancel < Back Next > **Finish**

Troubleshooting

- For issues with access, error messages, or if you have difficulty with RSA ID, contact:
- <https://truvenhealth.com/support/portal>

Or

- Email Prodsupp@us.ibm.com
 - Be sure to include your D98 ID

Helpful Information

- Tables update at various intervals and therefore information may not appear on reports
 - Claims - updated weekly
 - Provider and PAR - updated daily
 - Do NOT use Chrome! Use Internet Explorer
 - If you are missing clients or have additional clients on your lists, verify in the Bridge the agency listed



Questions?



Contacts

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