

MARYLAND HEALTH BENEFIT PLANS ANNUAL REPORT DUE MARCH 1,

The following are the most frequently asked questions concerning the Maryland Health Benefit Plans Annual Report

Q. Do we have to complete this report?

A. Section 15-605 (a) of the Insurance Article of the Annotated Code of Maryland requires each managed care organization (MCO) that is authorized to receive Medicaid prepaid capitation payments under Title 15, Subtitle 1 of the Health – General Article to submit by March 1 of each year the Maryland Health Benefit Plans Annual Report.

Q. If the report is not completed is there a fine or penalty?

A. No. But this report is required to be submitted by all MCO companies according to Section 15-605 (a) of the Insurance Article of the Annotated Code of Maryland.

Q. How can we determine if we can provide the health coverage indicated?

A. If your company is authorized to receive Medicaid prepaid capitation payments under Title 15, Subtitle 1 of the Health – General Article, then you are required to file the Maryland Annual Health Benefit Plans Report.

Q. We are a property and casualty company. Do we need to file this report?

A. No, only MCO companies are required to file the Maryland Health Benefit Plans Annual Report.

Q. When completing this report must we fill in each space?

A. You must fill in the company name, as well as the contact information.

Q. Can I write the data on the report?

A. No. All Data/Responses whether Alpha or Numeric are to be typed using the Excel format for the Maryland Annual Medicaid Data Request Form.

Q. If I have nothing to report how should I complete the rest of the form?

A. If after you complete the required fields, you have nothing to report leave the other cells alone with the zero in them.

Q. How and to where should we send the completed form?

A. All reports are to be returned by email to: ocareports.mia@maryland.gov

Q. Why do I need to complete the contact section of the report?

A. Email reminders are sent as a courtesy to your company. It is **your responsibility** to keep the contact information we have on record up to date. Failure to keep the contact data current may result in your not receiving future courtesy reminders.

Q. How do I update our contact information?

A. When completing the requested report there is a section at the bottom of the report you need to complete to notify us of any changes. If you want to change your contact data any other time during the

year please refer to the MIA web page. On the MIA web page along with the instructions and forms to file this report, you will find instructions and a “Form to Update Contact Information” (see <http://insurance.maryland.gov/Insurer/Pages/MarylandHealthBenefitPlansAnnualReport.aspx>) to complete and email to us to update your contact information.

Q. Can I send a scanned or altered version of the forms?

A. No. Scanned or altered versions of this report will not be compatible with our system. To be read all OCA Reports and forms must be in their original Excel format and submitted as an attachment to an email.

Q. When is the report due?

A. Be certain to email your report to arrive before March 1.

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