

Program Management (PM)

PM: Manage 1099s

Item	Details
Description	<p>The Manage 1099s business process describes the process by which 1099 tax forms are handled including preparation, maintenance and corrections. The process is impacted by any payment or adjustment in payment made to a single social security number or tax ID number.</p> <p>The process receives payment and/or recoupment data from the Price Claim/Value Encounter Process or from the Manage Settlements process.</p> <p>The process may also receive requests for additional copies of a specific 1099 or receive notification of an error or needed correction. The process provides additional requested copies as needed. Error notifications and requests for corrections are researched for validity and result in the generation of a corrected 1099 or a brief explanation of findings.</p>
MITA Reference	<p>Source Process Name: <i>Manage 1099s</i></p> <p>Source Process Business Area: <i>Program Management</i></p> <p>References: Part 1 Appendix C, Business Process Model Details Part 1 Appendix D, Business Process Capability Matrix Details</p> <p>http://www.cms.hhs.gov/MedicaidInfoTechArch/04_MITAFramework.asp</p>
Sample Data	<p>Price Claim/Value Encounter process data</p> <p>Manage Settlements process data</p>

PM: Manage 1099s: Maturity Levels

Level 1	Level 2	Level 3	Level 4	Level 5
<p>The process uses primarily paper/phone/fax based processing and some proprietary internal systems, using nonstandard formats and data. The process is inconsistent in the application of the rules, data reporting, and response timing. Programs are siloed and multiple 1099s may be created by different payment systems.</p> <p>This Level complies with agency requirements.</p>	<p>The process is increasingly automated, incorporating Web interfaces with business partners, basic business rules, and enhanced consistency of responses and timing.</p> <p>This Level includes additional data and quality edits.</p>	<p>The process has virtual access to administrative records and self adjusting business rules. Data and formats are standardized nationally. Cross agency collaboration results in shared processes. Interfaces use BHMITA standardized data and are compatible with Medicaid MITA.</p> <p>At this Level data is standardized.</p>	<p>This business process interfaces with other processes through HIEs statewide.</p> <p>This Level adds clinical data.</p>	<p>The process has process collaboration and full interoperability with other local, state, and federal programs with national virtual administrative data access and exchange.</p> <p>This Level adds nationwide technical interoperability.</p>

Automation

Level 1	Level 2	Level 3	Level 4	Level 5
All/mostly paper	Internal processes mostly automated	Internal agency processes/interfaces mostly automated	External agency processes/interfaces mostly automated	Non-state entity processes/interfaces mostly automated
VA As Is:				
VA To Be:				

Standards

Level 1	Level 2	Level 3	Level 4	Level 5

Use few or no national standards	Internal processes use national standards	Internal agency processes/interfaces mostly use national standards	External agency processes/interfaces mostly use national standards	Non-state entity processes/interfaces mostly use national standards
VA As Is:				
VA To Be:				
Cross Coordination				
Level 1	Level 2	Level 3	Level 4	Level 5
Little/no coordination across processes or with other programs	Internal agency operational processes coordinated	Internal agency program processes coordinated	External agency program and operational processes coordinated	Non-state entity program and operational processes coordinated
VA As Is:				
VA To Be:				
Client Data				
Level 1	Level 2	Level 3	Level 4	Level 5
Little/no access to client specific data	Internal processes have access to client specific data	Internal agency processes have access to client specific data	External agency processes have access to client specific data	Non-state entity processes have access to client specific data
VA As Is:				
VA To Be:				
Interoperability				
Level 1	Level 2	Level 3	Level 4	Level 5
None	Limited interoperability internally or limited to claims processing systems	Interoperability with internal agency systems other than claims processing	Interoperability with external agency systems other than claims processing	Interoperability with non-state entity systems
VA As Is:				
VA To Be:				