No.	UPL Guidance Question	Response or Follow-Up Questions
Section I: UPL Demonstration Overview		
1	Are there any significant changes to the prior year UPL methodology?	Insert the following options: Yes No If 'Yes' is selected, insert the following question: If Yes, please explain. Insert Text Box
2	Does the UPL demonstration align with your state fiscal year?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain. Insert Text box Add the following note: Note: The UPL demonstration period should start the day after the previous UPL demonstration period's end date.
3	☐ Does the UPL demonstration trend data from the previous UPL demonstration submission or does it contain new data? If using trended data, please specify which data variables are trended. Note: Trended data may only include variable 223 (Per Diem Charge, Cost, or Payment).	Insert the following options: Data trended from previous submission Insert Text Box Add the following note: If using data trended from a previous submission the beginning date of that data must be no more than 2 years from the beginning date of the current UPL demonstration. New data
4	Does the UPL demonstration include a full 12 months of data for each provider?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain. Insert Text Box
5	Is the beginning date of the data more than 2 years from the beginning date of the UPL demonstration period?	Insert the following options: Yes No If 'Yes' is selected, insert the following question: If Yes, please explain. Insert Text box
6	Has the provider count (providers enrolled in the Medicaid program and included in the UPL demonstration) changed from the previous UPL demonstration?	Insert the following options: Yes No If 'Yes' is selected, proceeds to questions 6a and 6b
6a	Please explain the changes, including any new providers, closed providers, or mergers. Please also cite the source of this data.	Insert text box
6b	Please list any changes in the provider category designations (SGO, NSGO, and Private).	Insert text box
7	Indicate the percentage of managed care and FFS in the state's Medicaid program overall and also for PRTF services.	Insert text box
Section II: Basis of the UPL Demonstration		
1	What is the basis of the UPL formula?	Insert the following options: Payment at the provider's customary charge compared to Medicaid payment Payment is made at the customary charge level and limited to the prevailing charge in the locality for comparable services under comparable circumstances
2	Please provide a general description of the formula.	Insert text box
3	What is the time period of the data? Note: The response to this question is auto-generated based on the data in the PRTF UPL submission. Base year data means the 12 month period (this is a date range input) for which the state has Medicaid and Medicare data that serves as the baseline for the UPL demonstration Rate year data means the 12 month period (this is a date range input) for which the UPL demonstration is being performed. The rate year should be the current UPL demonstration year.	The below text is Read-only for the user: Base Year Data: Begin Date for Charge, Cost or Payment Data: System populated field in variable 200.1 End Date for Charge, Cost or Payment Data: System populated field in variable 200.2 MCD Days Begin Date: System populated field in variable 300.1 MCD Days End Date: System populated field in variable 300.2 MCD Rates Begin Date: System populated field in variable 311.1 MCD Rates End Date: System populated field in variable 311.2 Rate Year Data: State Demonstration Rate Year: System populated field in SFY Demo Begin Date: System populated field in variable 002 Demo End Date: System populated field in variable 003
4	Is the data the most recently available to the state?	Insert the following options: Yes No
Section III: The source of the provider's customary charge data is:		
1	Does the state use claims data from the MMIS to determine customary charges for equivalent Medicaid services?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please describe the other source(s). Insert Text Box

2	Are the providers' charges uniform for all payers?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain how the state calculated the providers' customary charges and the source of the data that is used in the calculation. Insert Text Box
3	Describe how the data reflects or is adjusted to account for locality.	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain the differences. Insert Text Box
Section IV: The prevailing charge in the locality for comparable services under comparable circumstances:		
1	Was the prevailing charge data for this provider available to the state Medicaid agency?	Insert the following options: Yes No
2	Do the prevailing charge data used in the calculation come from claims data from the MMIS?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please describe the other source(s) and the basis for determining prevailing charges. Insert Text box
3	Describe how the data reflects or is adjusted to account for locality.	Insert text box
4	Describe how the data reflects or is adjusted to represent comparable services under comparable circumstances.	Insert text box
5	Does the demonstration use prevailing charges for the same services that are paid under the Medicaid program?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain the differences. Insert Text box
Section V: The UPL demonstration applies Medicaid payment data as follows:		
1	Are Medicaid base payment data reported from the MMIS?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain the source of the payment data. Insert Text box
2	Does the Medicaid payment data include ALL base and supplemental payments to PRTF providers?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain the source of any payments that are made outside of the MMIS. Insert Text Box
3	Do Medicaid payment data exclude crossover claims? Note: Crossover claims are claims that are both Medicare and Medicaid and are for dual eligible beneficiaries. These claims should be excluded for UPL demonstration purposes because Medicaid only pays the deductible/coinsurance or copay amount of the claim or the difference between the Medicaid and Medicare payment rate if the Medicaid rate is higher. The Medicaid portion of the claim would be much lower as a payer on the claim and would not represent the normal Medicaid payment. As such, the UPL gap would not reflect the true gap.	Insert the following options: Yes No If 'No' is selected, insert the following question: If crossover claims are included, please provide an explanation of how they are treated in the UPL. Insert Text Box
4	Is the Medicaid payment reported gross or net of the primary payer payments, deductibles and co-pays?	Insert the following options: Gross Net
5	Describe how Medicaid payment rate changes between the base period and the UPL period are accounted for in the demonstration. Note: For example, a SPA is approved between the base period data and the UPL demonstration period and it increased Medicaid payment rates. The state needs to account for the payment rate change because it is not represented in the base period data. Instructions: In order to account for rate increases or decreases through the approval of a state plan amendment(s), a state will use variable 308 (Medicaid Inflation Factor), 309 (Other Adjustment to MCD Payments), or 408 (Adjustment to the UPL Gap) in the OMB-Approved Template. If the rate increase (or decrease) was implemented as a percentage of the prevailing rate at the time then the state should capture that percentage in either variable 308 or 309. The state has the option to include the increase or decrease in variable 308 along with an inflationary increase the state used to demonstrate the UPL or may include it in variable 309 apart from any inflationary increase. As well, if the rate increase or decrease was not implemented as a percentage change but as a specified amount for each provider then the state may show this in the OMB-Approved Template as specific amounts distributed across all facilities as appropriate in variable 408.	Insert the following: Please describe. Insert text box.

5a	Are all adjustments related to approved SPAs between the Medicaid data base period and UPL demonstration period accounted for in the demonstration?	Insert the following options: Yes No If 'No' is selected, insert the following question: Please list each SPA number with a brief description of the adjustment. Insert Text box
Section VI: The State trends or adjusts the UPL data, as follows:		
1	Does the state trend the UPL for inflation?	Insert the following options: Yes No If 'Yes' is selected, insert the following question: If Yes, please explain the inflation factor and its source (variable 404 - description) and why it is an applicable inflation to the customary and/or prevailing charges. Insert Text box
1a	Is the inflation factor trend applied from mid-point to mid-point in order to most accurately project future experience?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain. Insert Text box
2	Does the state trend the UPL for volume/utilization?	Insert the following options: Yes No If 'Yes' is selected, insert the following question: If Yes, explain the volume/utilization adjustment, including: How it will assure the UPL does not over or understate the volume of Medicaid PRTF services provided in the rate year? How it is applied? Discuss how it is applied consistently to the Medicare equivalent (200-level series variables in the template) and Medicaid payment data. Please explain: Insert Text box
3	Are there any additional trends or factors for the UPL (not for the Medicaid payments) that are used in the demonstration and their application?	Insert the following options: Yes No If 'Yes' is selected, insert the following question: If Yes, please explain all additional trends or factors for the UPL. Insert Text box
4	Does the state apply a claims completion factor (when a state does not have a full year of data for the trending factors) to the charge data?	Insert the following options: Yes No If 'Yes' is selected, insert the following question: If Yes, please explain the claims completion factor and its application. Insert text box
5	Does the state apply a claims completion factor to the payment data?	Insert the following options: Yes No If 'Yes' is selected, proceed to question 5a:
5a	If Yes, is the claims completion factor equally applied to the payment and Medicaid charge data used in computing the Medicare UPL (all data in the demonstration should be for a full year)?	Insert the following options: Yes No If 'No' is selected, insert the following question: If No, please explain the claims completion factor and its application Insert Text Box
Section VII: The state UPL data demonstration is structured as follows:		
1	Did the state conduct the UPL demonstration individually for each facility?	Insert the following options: Yes No If "No" is selected, insert the following question: If No, please explain. Insert Text Box
2	Explain any significant increases or decreases in the UPL Gap from the prior year's UPL demonstration for each applicable provider category (SGO, NSGO, and Private). Note: If there were no significant increase or decrease in the UPL Gap from the previous year, then insert "No significant increase or decrease from the previous year" as the response.	Please explain: Insert Text Box
3	Does the demonstration include all PRTFs that receive payments under Medicaid?	Insert the following options: Yes No If "No" is selected, insert the following question: If No, please explain which PRTFs that received payments from Medicaid are not included and why. Insert text box

| 4 | Does the data demonstration only include in-state PRTFs? | Insert the following options:
Yes
No

If "No" is selected, insert the following question:
If No, the PRTFs should be included in the "private" provider category. The state should also verify that cost/payment data are obtained from the cost reports of the out-of-state PRTFs.
Out-of-state PRTFs are included in the "private" provider category.
Cost and payment data are obtained from the cost reports of the out-of-state PRTFs. |