

Quick Reference Guide: Accessing MCO Network Adequacy Reports

Steps:

These reports are accessible by users assigned with specific roles in PNM. If you should hold a role, which allows for retrieval of network adequacy reports, please contact the Ohio Department of Medicaid. Role information is contained on [Page 3](#).

1

Log in

All users must log in on the OH|ID portal using their single sign on ID.

Log in with OH|ID

Log In

OH|ID

Password

Log in

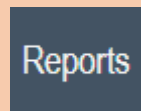
- Go to https://ohpnm.omes.maximus.com/OH_PNM_PROD/Account/Login.aspx and click **Log in with OH|ID**.
- Enter your OH|ID and password and click **Log in**.
- Agree to the PNM terms and conditions of use.

☐ **Yes, I have read the agreement**

2

The available reports will appear as soon as you log into PNM. Click on the appropriate link (Report Name) to access the report.

NOTE: If the list of reports does not appear as soon as you log in, click the 'Menu' in the top-left corner of the page. From the Menu, click 'Reports' to access the list.



A list of reports based on user role is available on [Page 4](#) of this document.

Network Adequacy Reports
Ohio Rise Hospital Report
Waiver Report - MyCare
BH Services Report - MyCare
PCH Report - MyCare
Practitioner MyCare Report
BH Practitioner MyCare Report
CANS MRSS OTP Report
OhioRise By Catchment And ProviderType Report
OhioRise Practitioner By County And ProviderType Report
OhioRise BH Services By County And ProviderType Report
OhioRise BH Service Report
OhioRise Waiver By County And ProviderType Report

3

- Enter a date range or week of date in the appropriate fields.
 - From Date:** List the date of the Sunday for the report week's start.
 - To Date:** List the date of the Saturday for the report week's end.
 - Week Date:** List the date of the Monday for the report week's start.

From Date		
To Date		

Week Date		
------------------	----------------------	--

- Click **View Report**.

View Report

- After Clicking View Report, the user will see both Summary and Detail report.
 - Summary** – Report with general overview information. *(Historic reports are not available).*
 - Detail** – Report with specific information such as tracking numbers. *(Historic reports are available.)*

Quick Reference Guide: Accessing MCO Network Adequacy Reports

Steps:

4

If the link selected does not have multiple reports contained within it, you can proceed to Step 5.

Some reports have multiple reports listed within them. Click the appropriate link/name on the report itself to view the information. *Note: You will click Summary or Detail before clicking these links to access the appropriate report.*

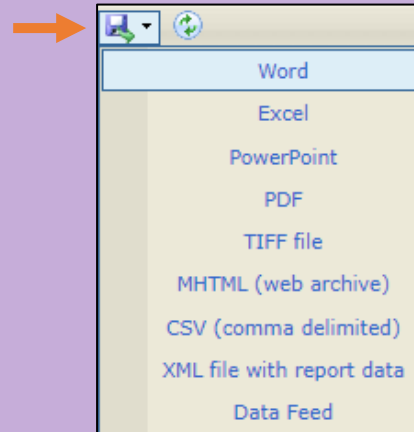
Dental Summary	Dental Detail	Vision Summary	Vision Detail
----------------	---------------	----------------	---------------

The following report links contain multiple reports:

- BH Service Report – Mycare
- Practitioner Medicaid
- Practitioner Mycare
- OhioRISE Waiver by County and Provider Type Report

5

- View the report within PNM.
- To export the selected report, click on the 'disk' icon and choose the export format from the list provided (ex. Excel).
 - The document will download to the designated download folder for your browser. Locate that folder on your computer to open the downloaded document.



6

A screenshot of a web application's report selection interface. At the top left, there is a home icon (a house). An orange arrow points to this icon from the right. Below the home icon, there is a form with two fields: 'Week Date' with a date picker icon to its right, and 'PlanName' with a dropdown menu showing 'Humana'.

- Within the same report, you can select the dates. Once the selection is made, click on View Report to see both Summary and Detail reports.
- For Ohio Rise reports only, the user will select a 'To' and 'From' Date Range.
- *Note: Both Summary and Detail reports are available for the current week. However, historic reports are only available to view and download for Detail reports.*
- To view a different report, click the home icon at the top of the page and repeat Steps 2-5.

Requesting Report Roles in PNM

- Access to the reports and provider data:
 - Read Only
 - MCP Report Role
- Access to reports, provider data and eligibility look up:
 - Read Only
 - MCP Report Role
 - County Court

**These are internal user roles.*

A single user account (OH\ID) can either be an internal user account or a provider user account, but not both. For example, users cannot hold the MCP Report Role (internal user) and a Provider Administrator role (provider user) under the same OH\ID account.

Quick Reference Guide: Accessing MCO Network Adequacy Reports

A 'Y' in the column indicates that the report is available to the user/MCO role listed.

An 'N' in the column indicates that report is not accessible by a user with that role.

<u>Report Name</u>	<u>Aetna</u>	<u>Aetna-OhioRise</u>	<u>AmeriHealth</u>	<u>Anthem</u>	<u>Buckeye</u>	<u>CareSource</u>	<u>Humana</u>	<u>Molina</u>	<u>United</u>
BH Practitioner Medicaid	N	N	Y	Y	Y	Y	Y	Y	Y
BH Practitioner Mycare	Y	N	N	N	Y	Y	N	Y	Y
BH Service Medicaid	N	N	Y	Y	Y	Y	Y	Y	Y
BH Service Mycare-County Based	Y	N	N	N	Y	Y	N	Y	Y
BH Service Mycare-Region based	Y	N	N	N	Y	Y	N	Y	Y
BH Services - OhioRISE Report	N	Y	N	N	N	N	N	N	N
OhioRise - Network Adequacy CANS, MRSS, OTP Report	N	Y	N	N	N	N	N	N	N
OhioRise Care Management Entity Report By Catchment Area	N	Y	N	N	N	N	N	N	N
OhioRise Hospital Report	N	Y	N	N	N	N	N	N	N
OHIORISE Specialty Report (BH Services) by County & Provider Type	N	Y	N	N	N	N	N	N	N
OHIORISE Specialty Report (Practitioner) by County & Provider type	N	Y	N	N	N	N	N	N	N
PCH Medicaid	N	N	Y	Y	Y	Y	Y	Y	Y
PCH Mycare	Y	N	N	N	Y	Y	N	Y	Y
PCP Capacity	N	N	Y	Y	Y	Y	Y	Y	Y
Practitioner Medicaid-Dental	N	N	Y	Y	Y	Y	Y	Y	Y
Practitioner Medicaid-Vision	N	N	Y	Y	Y	Y	Y	Y	Y
Practitioner Mycare-Dental	Y	N	N	N	Y	Y	N	Y	Y
Practitioner Mycare-Vision	Y	N	N	N	Y	Y	N	Y	Y
Waiver Mycare	Y	N	N	N	Y	Y	N	Y	Y
Waiver Report - OhioRise	N	Y	N	N	N	N	N	N	N