

**SMMC Managed Care Plan Report Guide
Community Based Organization (CBO) Board Participation Report Summary**

02/01/2025

BENEFIT TYPE(S)

The Managed Care Plan providing the following benefit type(s) must submit this report:

- LTC
- MMA & MMA Specialty
- Dental

REPORT PURPOSE:

The purpose of this report is to provide a quarterly record of:

- 1) The Managed Care Plan's participation on all Community Based Organization (CBO) boards, councils, and commissions.
- 2) Participation by CBOs on the Managed Care Plan's boards, councils, and commissions.

FREQUENCY & DUE DATES:

| Report Year Type | Report Year Period |
|------------------|--------------------|
| C = Calendar | 01/01 – 12/31 |

| Report Frequency | Reporting Data Period |
|------------------|--|
| Q = Quarterly | Two digits for quarter of data being reported (01, 02, 03, 04) |

The quarterly reports are due to the Agency on the tenth (10th) day of the first month following the last day of the prior quarter.

REPORT CODE & SUBMISSION:

| | |
|--------------------|------|
| Report Code | 0215 |
|--------------------|------|

Using the file naming convention described in Chapter 2, the Managed Care Plan must submit the following to the applicable SFTP site:

- CBO Board Participation Report using the template provided.
- A report attestation as described in Chapter 2.

INSTRUCTIONS:

The Managed Care Plan must complete the CBO Board Participation Report as specified in the instructions section of the report template provided on the Agency website.

VARIATIONS BY MANAGED CARE PLAN TYPE:

No variations

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REPORT TEMPLATE:

The Agency templates can be found using the directions in Chapter 1. There are no additional report template instructions unique to this report chapter.

AMENDMENT HISTORY:

| PLAN COMMUNICATION | DATE | RECAP OF CHANGE(S) |
|---------------------------|-------------|---------------------------|
| None | None | None |

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