

Setting Up to Succeed - Payer Contracting Preparation Grid

Practice:
Date:

Steps	Responsible Party(s)	Target Timeline	Comments
Develop a Value Proposition			
Complete Market/Payer Assessment			
Complete Top Code Analysis & Establish Modeling Mechanism			
Engage in Negotiation			
Evaluate Contract Language			
Monitor Contract Performance			
Value-Based Goals			

Contract Catalogue

Practice:

Date:

Payer	Executed Contract Location	Products Covered	Network Considerations	Next Negotiation Start Date	Payer Contact
Payer 1					
Payer 2					
Payer 3					
Payer 4					
Payer 5					

Hassle Factor Grid

Practice:

Date:

Payer	Gross Collections	Adjusted Collections	Accounts Receivable (AR)		% Payor Mix Current	% Payor Mix Prior	Hassle Factor (A-F)
			Days	AR 120+			
Payer 1							
Payer 2							
Payer 3							
Payer 4							
Payer 5							

Transparency Grid

Practice:

Date:

Indicator	Payer 1	Payer 2	Payer 3	Payer 4	Payer 5
Provider 1					
Provider 2					
Provider 3					
Provider 4					
Provider 5					
Provider 6					
Provider 7					
Provider 8					
Provider 9					

Proposal Determination Matrix

Practice:

Date:

Indicator	Payer 1	Payer 2	Payer 3	Payer 4	Payer 5
% Payer Mix					
Gross Collection Rate					
Avg. Reim/Visit					
% Medicare					
Hassle Factor					
# years since last negotiation					
Contract Term					
Last Negotiation increase					
Medical CPI					