

Title 24-A M.R.S. § 4320-T(4) Report Instructions

Who must file the Report?

Carriers offering health plans in this State providing health coverage for mental health and substance use disorder services that are also required to file the Mandated Benefits Report pursuant to Title 24-A M.R.S. §§ 2749-C(4), 2843(7), 4234-A(10) and Title 24 M.R.S. § 2325-A(8). See 24-A M.R.S. § 4320-T(2) and (4).

When is the Report due?

The report is due on or before April 30th each year through 4/30/2028.

Location of Report Form

<https://www.maine.gov/pfr/insurance/licensees/insurance-companies/insurers/data-reporting-requirements>. Scroll down to “NQTL Reporting Requirement – 24-A M.R.S. § 4320-T(4).”

What to report

- A comprehensive list in Excel format of all NQTLs that are applied to mental health or substance use services, and to the medical and surgical benefits within each classification of benefits.
- Completed NQTL forms for each NQTL, including medically necessary criteria. For some NQTLs, it may be easier to include multiple classifications on one form if the same factors, evidentiary standards and evidence are applicable to more than one classification under the NQTL. You can also choose to create multiple forms for different classifications to which the NQTL applies.
- Please refer to the first page of the Report Form for detailed instructions on how to report your NQTLs .
- If you have previously filed a particular NQTL and have not updated the NQTL, its usage within your plans, or any of the supporting documentation you already submitted you are not required to resubmit that NQTL in subsequent years. Please include a column on your Excel spreadsheet identifying the NQTLs that are not being resubmitted. This column should include the date on which you submitted the complete NQTL to the Bureau.

Questions

If you have any questions about the content of this report, please contact Connie Mayette at Connie.M.Mayette@maine.gov or call (207)-624-8474.

Where to send the completed Report Form

Save the completed form for each NQTL as a .pdf following the naming conventions explained on the first page of the Report Form. Supporting documentation should also be identified by the naming conventions explained on the first page of the Report Form. Send the Report Forms for each NQTL along with any supporting documentation as e-mail attachments to Connie.M.Mayette@maine.gov. Please specify the name of the report form that you are filing (i.e., Title 24-A M.R.S. § 4303-T(4) NQTL Report) in the body or subject line of your email.