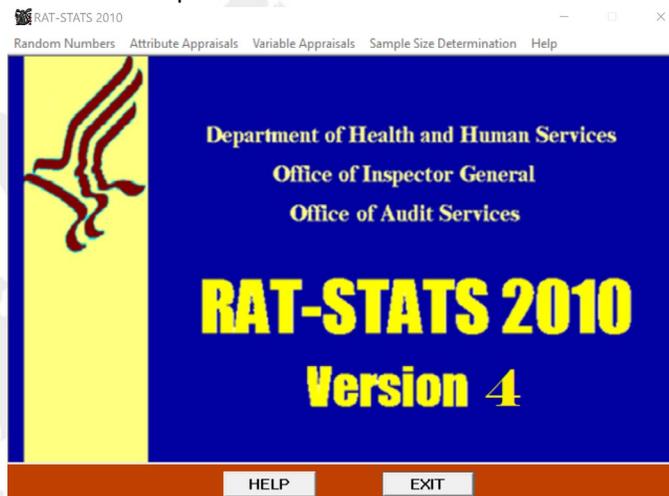




## How to Obtain a Statistically Valid Random Sample in RAT-STATS

In the regulation 7 AAC 160.115(a) an enrolled provider who bills the department for services rendered during a calendar year shall conduct, once every two years, a review or audit of a **statistically valid random sample of claims** submitted to the department for reimbursement.

### 1. Open RAT-STATS 2010 Version 4



### 2. Click on the "Random Numbers" Tab on the menu bar



3. Select "Single Stage Random Numbers"

4. Your screen will now look like this:

Single Stage Random Numbers

Do you want to enter a seed number?  no  yes

Name of the audit/review:

Enter the quantity of numbers to be generated in:  Sequential Order  Spares in Random Order

The sampling frame:  Low Number  High Number

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5. Select YES to enter a seed number. Enter the number 1.

Single Stage Random Numbers

Do you want to enter a seed number?  no  yes

Enter the seed number below

Name of the audit/review:

Enter the quantity of numbers to be generated in:  Sequential Order  Spares in Random Order

The sampling frame:  Low Number  High Number

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6. Enter the quantity of numbers to be generated in "Sequential Order"; this number is the Sample Size of the audit.

The screenshot shows the 'Single Stage Random Numbers' application window. At the top, there is a question: 'Do you want to enter a seed number?' with radio buttons for 'no' and 'yes' (selected). To the right, 'Enter the seed number below' is followed by a text box containing '1'. Below this is a text box for 'Name of the audit/review:' containing 'Self-Audit'. The next section is 'Enter the quantity of numbers to be generated in:', with two sub-fields: 'Sequential Order' (containing '103', highlighted in yellow) and 'Spares in Random Order' (empty). Below that is 'The sampling frame:' with 'Low Number' and 'High Number' fields, both empty. On the left side, there are three buttons: 'HELP' (orange), 'Main Menu' (cyan), and 'EXIT' (pink). In the center, there is a group box 'OUTPUT TO' with four checkboxes: 'Printer', 'Text File', 'Access File', 'Excel File', and 'Flat File'. On the right, there is a green-bordered button 'Check File Names' and a yellow 'CONTINUE' button at the bottom.

7. In the Sample Frame, Enter in your Universe Size of claims. In the Low Number enter "1" and the High Number will be your total Universe Size.

This screenshot is identical to the previous one, but with the 'Low Number' and 'High Number' fields in the 'The sampling frame:' section highlighted in yellow. The 'Low Number' field contains '1' and the 'High Number' field contains '1000'.

8. Select how you would like to have the information exported to. In this example, Excel File is used. Once you select Excel File, the text in yellow will appear and prompt you to select the File Name(s) for the document to be saved at on your computer.

Single Stage Random Numbers

Do you want to enter a seed number?  no  yes

Enter the seed number below: 1

Name of the audit/review: Self-Audit

Enter the quantity of numbers to be generated in:

Sequential Order: 103

Spares in Random Order:

The sampling frame:

Low Number: 1

High Number: 1,000

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Click on File Name(s) when the desired output formats have been checked in the OUTPUT TO box. File Name(s)

Check File Names

CONTINUE

9. Select "CONTINUE" at the bottom right side of screen.

Single Stage Random Numbers

Do you want to enter a seed number?  no  yes

Enter the seed number below: 1

Name of the audit/review: Self-Audit

Enter the quantity of numbers to be generated in:

Sequential Order: 103

Spares in Random Order:

The sampling frame:

Low Number: 1

High Number: 1,000

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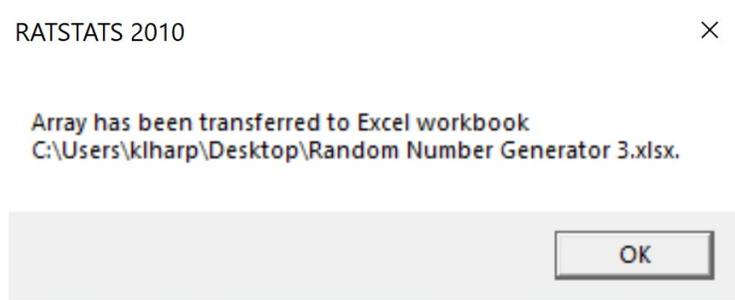
Flat File

Click on File Name(s) when the desired output formats have been checked in the OUTPUT TO box. File Name(s)

Check File Names

CONTINUE

10. RAT-STATS will prompt you when the Excel document has been created.



11. Open the Excel document. The "VALUE" will be the Random Numbers selected.

A	B	C	D
<b>Windows RAT-STATS</b>			
<b>Statistical Software</b>			
<b>Random Number Generator</b>			
<b>Date:</b>	1/27/2020	<b>Time:</b>	11:25
<b>Audit:</b>	Self-Audit		
<b>Order</b>	<b>Value</b>	<b>Seed Number</b>	<b>Frame Size</b>
89	17	1.00	1,000
33	22		
66	30		
86	34		
55	40		
12	47		
37	63		
17	65		
64	76		
41	87		

12. From your own Excel spreadsheet containing the universe of TCNs, use these assigned numbers for your random sample of claims.

A	B
Assigned Number	C TCN Num
1	18015300040006XXX
2	18020300040235XXX
3	18020300040236XXX
4	18030300040005XXX
5	18033300040120XXX
6	18034300040002XXX
7	18044300040007XXX
8	18057300040106XXX
9	18059300040096XXX
10	18072300040005XXX
11	18089300040143XXX
12	18089300040155XXX
13	18089300040158XXX
14	18095300040130XXX
15	18108300040075XXX
16	18108300040076XXX
17	18124300040073XXX
18	18141300040130XXX
19	18141300040136XXX
20	18152300040137XXX
21	18152300040138XXX
22	18152300040138XXX
23	18152300040139XXX
24	18187300040073XXX
25	18187300040074XXX
26	18198300040020XXX
27	18229300040124XXX
28	18250300040095XXX
29	18250300040096XXX
30	18334300040104XXX
31	18334300040104XXX