

**CHARTER TITLE: HEALTH HOME CONTRACTING WORKGROUP**

**EFFECTIVE DATE: June 2013**

**REVISION DATES:**

**PURPOSE:**

To assess and determine opportunities, develop and implement interventions that result in a consistent framework for contracting among Lead Health Homes (LHH) , MCOs and Providers and a process for addressing contractual issues that negatively impact the intent of the Health Home Initiative.

**RESPONSIBILITIES:**

- Confirm consistent utilization of Business Associate Agreement as part of contracting process
- Confirm consistent use of State approved template administrative services agreement between LHH and MCO
- Confirm consistent use of State approved template provider services agreement between LHH and Providers
- Identify the Health Home Network in each Phase and the status of contracting with MCOs with Health Home eligible members in each associated county
- Determine logic used by MCO in contracting with 1 or more LHH in each county
- Determine logic used by MCO is assigning referrals to 1 or more LHH in each county
- Address impact on contracting of consolidation of multiple LHH
- Draft contract template for Converting Program Administrative Fee reimbursement for LHH and MCO
- Draft Scope of Services requirements and define responsibilities of each party in the contracts (LHH,MCO, Providers)

**MEETING FREQUENCY & TYPES:**

The Chair shall establish the schedule of the meetings and notify the members of the committee in advance of the meeting times and locations.

**VOTING PRIVILEGES:**

Only the co-chairs and voting members of the workgroup are permitted to vote. Members are permitted to be present by proxy. A workgroup member may designate one alternate to attend as their proxy. Electronic voting may be used as determined by the Chair.

**QUORUM:**

At each meeting of the Health Home Contracting Workgroup, the presence of a majority of the voting members (50%+1) and either of the Co-Chairs shall constitute a quorum for the transaction of business, but less than a quorum shall have the power to adjourn any meeting from time to time until a quorum is present.

**COMMITTEE REPORTS TO: Health Home-Managed Care Consolidated Workgroup**

