



**Department
of Health**

**Office of
Mental Health**

**Office of Alcoholism and
Substance Abuse Services**

**Office of Children
and Family Services**

Readiness Reviews of Contingently Designated Health Homes Serving Children

September 24, 2015 Webinar with Updates as of September 30, 2015

Overview

- Today's Webinar will review the status of action items (i.e., "Readiness Deliverables") required to be taken by the 16 Health Homes contingently designated to serve children to ensure they can effectively operate (i.e., meet Health Home administrative requirements and procedures) and enroll children in Health Homes.
- Provide information to assist Health Homes with meeting Readiness Deliverables, including:
 - ✓ HCS Readiness – Required to Access MAPP
 - ✓ DEAA/BAA Requirements and Care Management Agency Affiliations
 - ✓ Health Information Technology (HIT) Compliance
 - ✓ Billing Readiness
- Review and provide a "check list" of outstanding action items/Readiness Deliverables, that contingently designated Health Homes need to address to allow the Department to formally notify such Health Homes they have satisfied their contingencies and can begin enrolling children in Health Homes



Status of Readiness Deliverables – Health Homes Contingently Designated To Serve Children

	Due Date	Readiness Items	# of Designated Health Homes Meeting Deliverable
1	6/30/15	Health Homes return signed letters accepting designation and agreement to address contingencies <ul style="list-style-type: none"> All designees 	16/16 submitted
2	7/17/15	New NPI Notification <ul style="list-style-type: none"> Existing HHs with new NPI New HHs 	16/16 notified
3	7/17/15	Health Home Primary contact	Ongoing updates
4	7/17/15	Health Home Single Point Of Contact (SPOC) <ul style="list-style-type: none"> All designees 	16/16 submitted
5	8/17/15	Care Management Agency List/SPOC (Attachment A) <ul style="list-style-type: none"> All designees 	15/16 submitted
6	8/17/15	Finalized Network Partner List <ul style="list-style-type: none"> All designees 	16/16 submitted



Status of Readiness Deliverables – Health Homes Contingently Designated To Serve Children

	Due Date	Readiness Item	# of Designated Health Homes Meeting Deliverable
7	8/17/15	Contingency Response Letters Due <ul style="list-style-type: none"> All designees 	15/16 submitted
8	8/17/15	Data Exchange Application and Agreement with DOH (Attachment D) <ul style="list-style-type: none"> Existing HHs with new NPI New HHs 	3/7 executed new DEAAs
9	9/1/15	Business Associate Agreements with CMAs <ul style="list-style-type: none"> Existing HHs with new NPI Existing HHs with new CMAs New HHs 	8/16 executed new BAAs
10	9/15/15	Health Information Technology (HIT) Standards Compliance <ul style="list-style-type: none"> Existing HHs 	11/12 addressed in contingency response letter
11	10/1/15	Billing Readiness <ul style="list-style-type: none"> All designees 	0/16 submitted
12	12/15/16	Health Information Technology (HIT) Standards Compliance <ul style="list-style-type: none"> Newly HHs 	4/4 submitted addressed in contingency response letter

HCS Readiness - Existing Health Homes Expanding to Serve Children who are:

- *Using existing NPI and MMIS #'s*
- *Adults and Children Reported Together in MAPP*

- Adirondack Health Institute, Inc.
- CNYHHN, Inc
- Coordinated Behavioral Care, Inc.
- Greater Rochester Health Home Network LLC
- Hudson River Health Care, Inc.
- Niagara Falls Memorial Medical Center
- North Shore LIJ Health System
- St. Mary's Healthcare
- Visiting Nurse Service of Schenectady County dba Care Central



“To Do” List for 9 Existing Health Homes Expanding to Serve Children who are:

- *Using existing NPI and MMIS #'s*
- *Adults and Children Reported Together in MAPP*

- Identify staff that will be working specifically with children
- Determine the need for these staff to access to the MAPP and the required role (worker, screener, read-only).
- Work with the HCS Coordinator to ensure that these staff have an active HCS User Account
- After the release of MAPP (10/15 for Adults) MAPP Gatekeepers (as opposed to DOH staff), including MAPP Gatekeepers for existing and new Health Homes designated to serve children will assign roles to these staff in MAPP



HCS Readiness - Health Homes that are:

- *Require or requested new NPI and MMIS, changing organization name, or newly designated*
- *Adults and Children Reported Separately in MAPP (existing Health Homes) or*
- *Only Children Reported in MAPP (newly designated Health Homes)*

Existing Health Homes/Reporting Children Separately in MAPP

- Catholic Charities of Broome County
- Community Care Management Partners, LLC
- Mount Sinai Health Home

Newly Designated Children's Health Homes

- Children's Health Home of Upstate New York
- The Collaborative for Children and Families
- Children's Health Home of Western New York (Kaleida Health)
- Montefiore Medical Center



HCS Readiness - Health Homes that are Existing Health Homes or Newly Designated Health Homes

Health Home Serving Children	Status			
	NPI	MMIS	DEAA	Set up In HCS
Catholic Charities of Broome County/Encompass	Yes	Yes	No	No
Community Care Management Partners, LLC	Yes	No	No	No
Mount Sinai Health Home	Yes	No	No	No
Children's Health Home of Upstate New York	Yes	No	Yes	No
The Collaborative for Children and Families	Yes	No	Yes	No
Children's Health Home of Western New York (Kaleida Health)	Yes	Yes	Yes	In progress
Montefiore Medical Center (name change)	No	No	No	No



“To Do” List for Health Homes Listed on Slide 7

- Obtain MMIS Provider ID (***NOTE: process can take up to 90 days.***)
- Notify DOH of new MMIS Provider ID. DOH will create an HCS organization account for the Health Home.
- Complete Data Exchange Application and Agreement (DEAA).
- Execute Business Associate Agreement (BAA) with all affiliated Health Home Care Management Agencies.
- Health Home will designate an HCS Director and HCS Coordinator.
- Once the HCS Coordinator account is activated, the HCS Coordinator will establish HCS User Accounts for respective staff.
- Notify DOH of name of MAPP Gatekeeper and Alternate
- Identify staff that will require access to the MAPP and the required role.
- MAPP Gatekeeper will receive instructions on assigning MAPP roles to staff.



Requirements for All 16 Contingently Designated Health Homes – Health Home Care Management Affiliations

- 15 of the 16 Health Homes serving children have submitted their list of care management agencies they will be affiliated with (i.e., contract with to be downstream care managers)
- Health Homes should include themselves in the care management list if they are intending to directly provide care management services (“act as a Care Management Agency”)
- DOH will send a final Health Home CMA list to Health Home SPOC to confirm accuracy and completeness of the list.



Requirements for All 16 Contingently Designated Health Homes – Health Home Care Management Affiliations (cont'd)

- The list is critical to the operations of the Health Home because it will be used by DOH to:
 - ✓ Ensure Care Management Agencies are set up / have access to HCS
 - Access to HCS is required to access MAPP
 - ✓ Verify the Health Home has a BAA in place with the Care Management Agency (CMA)
 - BAA must be in place in order for DOH to set up Health Home CMA in HCS under Health Home CMA organization type
 - Establish and document new CMA affiliations with Health Homes within the children's MAPP portal to process community and direct referrals and enroll children in Health Homes



Requirements for All 16 Contingently Designated Health Homes – Health Home Care Management Affiliations (cont'd)

- **ALL** Health Home Care Management Agencies (CMA) should be reflected *in Health Home Provider Network Lists*.
- To update Health Home CMA affiliations, Health Home SPOC will submit an email to DOH Health Homes to update (add or remove) the affiliated Health Home Care Management Agencies.
 - Email must include an executed BAA if adding a new Care Management Agency
 - Form is available under “Resources for Designated Health Homes Serving Children”.

(http://www.health.ny.gov/health_care/medicaid/program/medicaid_health_homes/hhsc_resources.htm)



Requirements for All 16 Contingently Designated Health Homes – Health Home Care Management Affiliations (cont'd)

- **1 out of 16** newly designated Health Homes serving Children **have not** submitted the list of their affiliated Health Home Care Management Agencies.
 - *Health Homes are encouraged to submit this as soon as possible*
 - Failure to submit list of Care Management Agency affiliations will prevent a Health Home from becoming operational in MAPP and will preclude ability to enroll children in Health Homes



HH Care Management Agency Affiliations

- There are 503 Health Home – Health Home Care Management Agency Affiliations. A Health Home Care Management Agency may have affiliations with multiple Health Homes, each affiliation is “counted” in the total.
- 233 of the 503 have executed BAA’s that have been submitted to DOH.
- 270 of the 503 **do not** have executed BAA’s. These should be submitted as soon as possible.



Health Information Technology (HIT) Requirements

- Existing Health Homes designated to serve children will have three months from date of Health Home designation to meet compliance with HIT standards – *on or before September 15, 2015*
- New Health Homes designated to serve children will have 18 months from date of Health Home designation to meet compliance with HIT standards – *on or before December 15, 2016*



Health Information Technology (HIT) Requirements (cont'd)

- 11 of 12 existing Health Homes contingently designated adequately responded to the HIT deliverables in their Contingency Response Letters due 8/17/15
- 4 of 4 new Health Homes contingently designated adequately responded to the HIT deliverables in their Contingency Response Letters due 8/17/15



Health Home HIT Standards

- 6A. Structured information systems to create, document, execute, and update a plan of care for every patient
- 6B. Systematic process to follow up on tests, treatments, services and referrals incorporated into patient's plan of care
- 6C. Health record system which allows patient's health information and plan of care to be accessible to interdisciplinary team of providers for population management and identification of gaps
- 6D. Makes use of available HIT and access data via RHIO/QE



Health Home HIT Standards (cont'd)

- 6E. Structured interoperable HIT to support a Plan of Care for every patient
- 6F. Certified Meaningful Use EHR, allowing patient's health information and plan of care to be accessible to interdisciplinary team
- 6G. Compliance with current/future version of Statewide Policy Guidance
- 6H. Commitment to joining RHIO/QE
- 6I. Use of evidence based clinical decision making tools, consensus guidelines, and best practices



Compliance with HIT Standards for Existing Health Homes – *Process for Verifying Compliance*

- To establish and verify that Existing Health Homes have satisfied the HIT requirements as required by the State Plan Amendment, DOH is requesting Existing Health Homes submit the following information. The Information must be submitted prior to the date in which the Health Home begins enrolling children.
- **6A-6D:** Re-submission of policy and procedure documents for HIT standards to reflect changes in workflow around minor privacy and consent issues, as well as RHIO participation
- **6E:** Existing Health Homes must certify to DOH that their existing HIT system will be accessible to all *new* downstream providers associated with the members care. If DOH deems it necessary to verify compliance it may require the Health Home to demonstrate its HIT care planning tool.
- **6F:** Documentation reflecting partners added to their network are currently using certified for meaningful use EHR systems (please see excel spreadsheet from March 2015 HIT HH Webinar)
- **6I:** Provide Updated listing of clinical decision making support tools to include any new clinical providers
- **NOTE: Standards 6G&H** have already been satisfied and document for all existing HHs – no action required



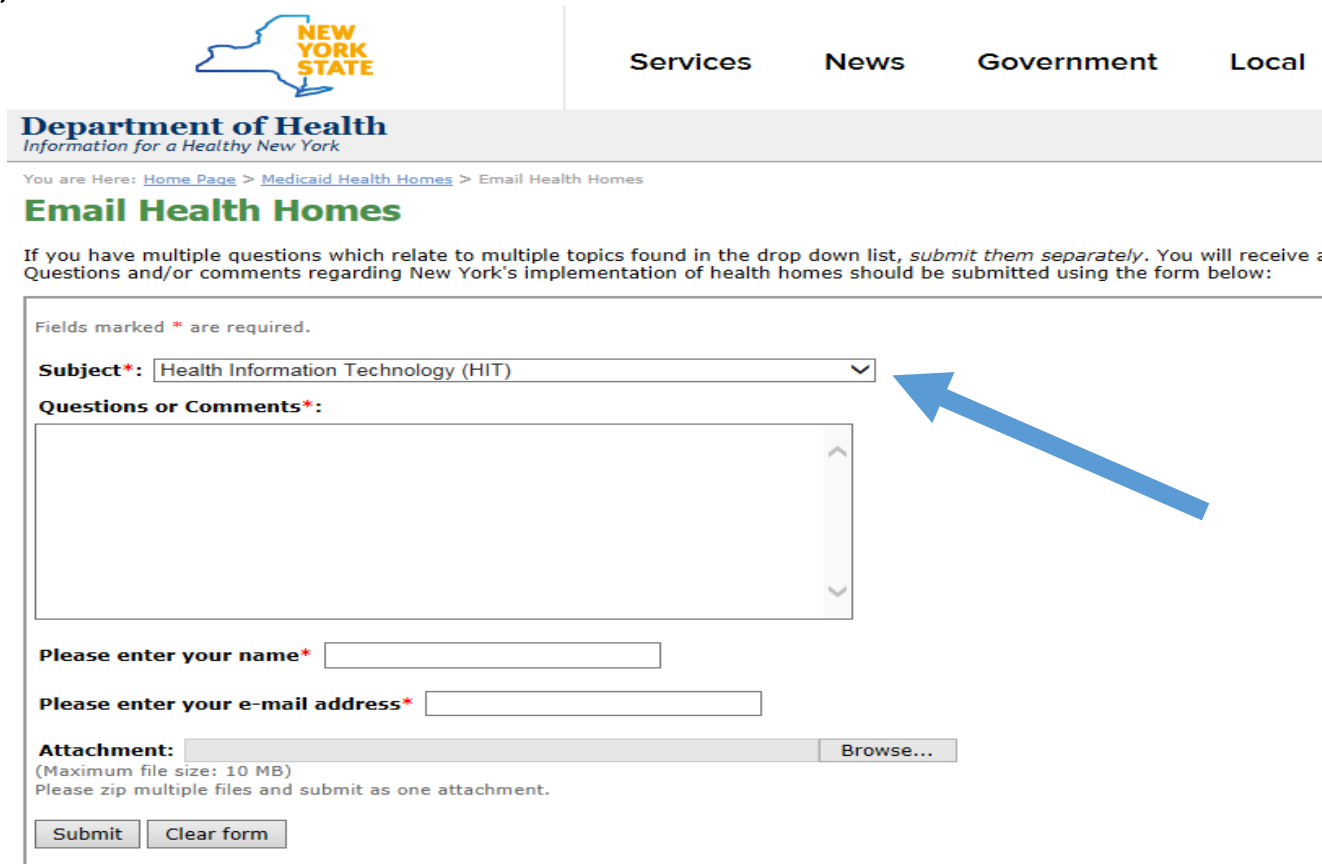
Compliance with HIT Standards for New Health Homes – Due 12/15/2016


- **6A-6D:** Submission of policy and procedure documents for HIT standards to reflect workflow around minor privacy and consent issues, as well as RHIO participation
- **6E:** Demonstration that all new downstream providers have electronic access to care plan
- **6F:** Documentation reflecting updated partners list for all providers in the lead HH network (please see March 2015 webinar for additional information)
- **6G:** Attestation from the HH of compliance with current/future version of Statewide Policy Guidance
- **6H:** Signed contract with local RHIO
- **6I:** Listing of clinical decision making support tools to include all clinical providers



Compliance with HIT Standards

- Existing and New Health Homes please submit all requested materials through the “Email NYS Health Homes Program” link on the HH website under the Subject “Health Information Technology (HIT)”



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If you have multiple questions which relate to multiple topics found in the drop down list, *submit them separately*. You will receive a Questions and/or comments regarding New York’s implementation of health homes should be submitted using the form below:

Fields marked * are required.

Subject*: 

Questions or Comments*:

Please enter your name*:

Please enter your e-mail address*:

Attachment:

(Maximum file size: 10 MB)
Please zip multiple files and submit as one attachment.



Resources for HIT Requirements

For more information on Health Home HIT Requirements please review the HHSC HIT Webinar presented in March 2015 and available online (see below).

Additional assistance can be obtained by contacting Scott Rader, HIT Project and HH Performance Manager, Health Home Program at (518) 473-5569

- http://www.health.ny.gov/health_care/medicaid/program/medicaid_health_homes/hhsc_webinars.htm



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Children's Health Home Training Webinars and Presentations

- August 24th Webinar: OMH TCM Serving Children Transition to Health Homes-Legacy Rates (PDF, 1MB)
- August 13, 2015 Overview for Care at Home I & II Providers (PDF, 1MB)
- July 9, 2015 MAPP Children's Health Home Webinar (PDF, 1MB)
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- May 27, 2015 Data Exchange and Health Homes Serving Children: Data Exchange Application & Agreements for Health Homes Serving Children (WMV, 63MB)
 - NYS Department of Health Data Exchange Application & Agreement Document (DOCX, 638KB)
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- April 6, 2015 Conference of Local Mental Hygiene Directors – Overview of Design of Health Home Model for Children (PDF, 1MB)
- March 4, 2015 Health Home Implementation Webinar, Session #51 - Health Information Technology: Requirements for Health Homes (PDF, 1MB)
- March 4, 2015 Health Home Implementation Webinar, Session #51 - Health Information Technology: Requirements for Health Homes (WMV, 51MB)
- February 27, 2015 Commissioner's Advisory Panel - Tailoring Health Homes to Serve Children (PDF, 1MB)
- November 5, 2014 - Overview of Final Health Home Application to Serve Children and Other Design Updates (PDF 985KB)

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Billing Readiness Attestations

Health Homes contingently designated to serve children must submit attestations that they have procedures in place and have tested their ability to bill MCO's for Health Home services and pass Health Home payments down to all care management agencies.

- Health Homes need to have billing software and policies and procedures in place to meet readiness requirements for enrolling children in Health Homes
- Health Homes need to indicate in their billing attestations the estimated number of days it will take to send payments to CMA's and downstream providers once they are received from the MCO.
- Existing Health Homes that have been contingently designate to serve children and may have already submitted an attestation for their **adult** Health Home need to submit a separate attestation for their children's Health Home designation.
 - Five Health Homes were notified of this requirement via email on 9/21/15.



Check List of Readiness Activities to be Completed by Health Homes Listed on Slide #5

HH	Contingency Response Letter (CR)	HIT Addressed	Billing Readiness Attestation and Billing Software**	DEAA with DOH	OMH TCM Providers/BAA	NPI and MMIS	ASAs	HH SPOC	NEW BAAs	CMA List/SPOC	Finalized Partner Network List
Adirondack Health Institute, Inc.	YES	Need to Submit Verifying Docs See Slide 19	NO	YES	Under Review by DOH	YES	YES	YES	NO	YES	YES
CNYHHN, Inc.	YES	Need to Submit Verifying Docs See Slide 19	NO	YES	Under Review by DOH	YES	YES	YES	YES	YES	YES
Coordinated Behavioral Care, Inc.	YES	Need to Submit Verifying Docs See Slide 19	NO	YES	Under Review by DOH	YES	YES	YES	YES	YES	YES
Greater Rochester Health Home Network LLC	YES	Need to Submit Verifying Docs See Slide 19	NO	YES	Under Review by DOH	YES	YES	YES	NO	YES	YES

**Note a separate billing readiness attestation is required for children



Check List of Readiness Activities to be Completed Health Homes Listed on Slide #5

HH	Contingency Response (CR)	HIT Addressed	Billing Readiness Attestation and Billing Software**	DEA A with DOH	OMH TCM Providers/BAA	NPI and MMIS	ASAs	HH SPOC	NEW BAAs	CMA List/SPOC	Finalized Partner Network List
Hudson River Health Care, Inc.	YES	Need to Submit Verifying Docs See Slide 19	NO	YES	Under Review by DOH	YES	YES	YES	YES	YES	YES
Niagara Falls Memorial Medical Center	YES	Need to Submit Verifying Docs See Slide 19	NO	YES	Under Review by DOH	YES	YES	YES	YES	YES	YES
North Shore LIJ Health System	YES	Need to Submit Verifying Docs See Slide 19	NO	YES	Under Review by DOH	YES	YES	YES	NO	YES	YES
St. Mary's Healthcare	YES	Need to Submit Verifying Docs See Slide 19	NO	YES	Under Review by DOH	YES	YES	YES	NO	YES	YES
Visiting Nurse Service of Schenectady County dba Care Central	NO	Need to Submit Verifying Docs See Slide 19 (Not Addressed in CRL)	NO	YES	Under Review by DOH	YES	YES	YES	YES	NO	YES

**Note a separate billing readiness attestation is required for children



Check List of Readiness Activities to be Completed by Health Homes Listed on Slide #7

HH	Contingency Response Letter (CR)	HIT Addressed	Billing Readiness Attestation and Billing Software**	DEAA with DOH	OMH TCM Providers/ BAA	NPI and MMIS	ASAs	HH SPOC	NEW BAAs	CMA List/ SPOC	Finalized Partner Network List
Catholic Charities of Broome County	YES	Need to Submit Verifying Docs See Slide 19	NO	NO	Under Review by DOH	NPI: YES MMIS: YES Possible Name Change	YES	YES	NO	YES	YES
Community Care Management Partners, LLC	YES	Need to Submit Verifying Docs See Slide 19	NO	NO	Under Review by DOH	NPI: YES MMIS: NO	YES	YES	NO	YES	YES
Mount Sinai Health Home	YES	Need to Submit Verifying Docs See Slide 19	NO	NO	Under Review by DOH	NPI: YES MMIS: NO	YES	YES	NO	YES	YES
Children's Health Home of Upstate New York	YES	Requirements due 12/15/16 see slide 20	NO	YES	Under Review by DOH	NPI: YES MMIS: NO	NO	YES	YES	YES	YES

**Note a separate billing readiness attestation is required for children



Check List of Readiness Activities to be Completed by Health Homes Listed on Slide #7

HH	Contingency Response Letter (CR)	HIT Addressed	Billing Readiness Attestation and Billing Software**	DEAA with DOH	OMH TCM Providers/ BAA	NPI and MMIS	ASAs	HH SPOC	NEW BAAs	CMA List/ SPOC	Finalized Partner Network List
The Collaborative for Children and Families	YES	Requirements due 12/15/16 see slide 20	NO	YES	Under Review by DOH	NPI: YES MMIS: NO	NO	YES	YES	YES	YES
Children's Health Home of Western New York (Kaleida Health)	YES	Requirements due 12/15/16 see slide 20	NO	YES	Under Review by DOH	NPI: YES MMIS: YES	NO	YES	YES	YES	YES
Montefiore Medical Center (The Partnership)	YES	Requirements due 12/15/16 see slide 20	NO	NO	Under Review by DOH	NPI: No MMIS: No Assumes Possible Name Change	NO	YES	NO	YES	YES

**Note a separate billing readiness attestation is required for children



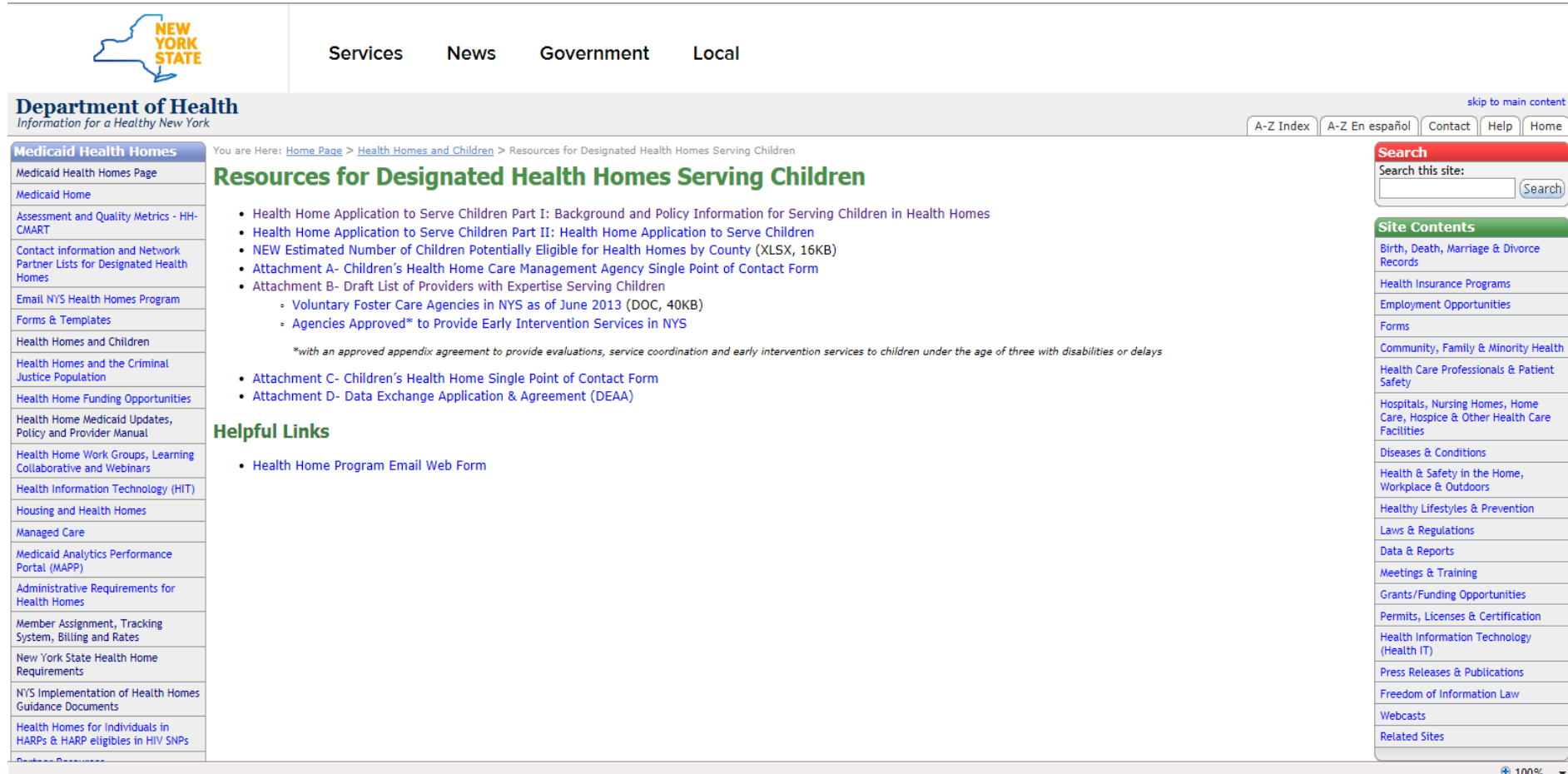
Process for Verifying Contingently Designated Health Homes Have Satisfied Contingencies

- The Department may be reaching out the select Health Homes to schedule meetings to discuss status of readiness activities and projected timelines for satisfying contingencies
- Health Homes that have satisfied all the items on the check list will receive a letter from Department indicating they have satisfied their contingencies and are ready to enroll children in Health Homes
 - Health Homes with a 12/15/16 HIT due date that have satisfied all other contingencies will receive a letter indicating they may enroll children and will be expected to meet the 12/15/16 HIT technology requirements
 - Department is working to verify that all OMH TCM providers have a BAA with at least one Health Home – Department may reach out to select Health Homes to help ensure this requirement is met to ensure smooth transition to Health Homes



Resources for Designated Health Homes Serving Children

http://www.health.ny.gov/health_care/medicaid/program/medicaid_health_homes/hhsc_resources.htm



The screenshot displays the New York State Department of Health website. At the top left is the New York State logo. Navigation links for Services, News, Government, and Local are visible. The page title is "Department of Health Information for a Healthy New York". A breadcrumb trail indicates the current location: Home Page > Health Homes and Children > Resources for Designated Health Homes Serving Children. The main heading is "Resources for Designated Health Homes Serving Children". Below this, a list of resources is provided, including application forms, eligibility lists, and provider lists. A "Helpful Links" section contains a link to the Health Home Program Email Web Form. On the right side, there is a search bar and a "Site Contents" menu with various categories like Birth, Death, Marriage & Divorce Records, Health Insurance Programs, and more. The footer of the page lists the Department of Health, Office of Mental Health, Office of Alcoholism and Substance Abuse Services, and Office of Children and Family Services.

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skip to main content
A-Z Index A-Z En español Contact Help Home

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Resources for Designated Health Homes Serving Children

- Health Home Application to Serve Children Part I: Background and Policy Information for Serving Children in Health Homes
- Health Home Application to Serve Children Part II: Health Home Application to Serve Children
- NEW Estimated Number of Children Potentially Eligible for Health Homes by County (XLSX, 16KB)
- Attachment A- Children's Health Home Care Management Agency Single Point of Contact Form
- Attachment B- Draft List of Providers with Expertise Serving Children
 - Voluntary Foster Care Agencies in NYS as of June 2013 (DOC, 40KB)
 - Agencies Approved* to Provide Early Intervention Services in NYS

**with an approved appendix agreement to provide evaluations, service coordination and early intervention services to children under the age of three with disabilities or delays*

- Attachment C- Children's Health Home Single Point of Contact Form
- Attachment D- Data Exchange Application & Agreement (DEAA)

Helpful Links

- Health Home Program Email Web Form

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Services

News

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Local

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A-Z

Medicaid Health Homes

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Medicaid Home

Assessment and Quality Metrics - HH-CMART

Contact information and Network Partner Lists for Designated Health Homes

Email NYS Health Homes Program

Forms & Templates

Health Homes and Children

Health Homes and the Criminal Justice Population

Health Home Funding Opportunities

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Health Home Work Groups, Learning Collaborative and Webinars

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Housing and Health Homes

Managed Care

Medicaid Analytics Performance Portal (MAPP)

Administrative Requirements for Health Homes

Member Assignment, Tracking System, Billing and Rates

New York State Health Home Requirements

NYS Implementation of Health Homes

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- Health Home Bureau Mail Log (BML)
https://apps.health.ny.gov/pubdoh/health_care/medicaid/program/medicaid_health_homes/emailHealthHome.action



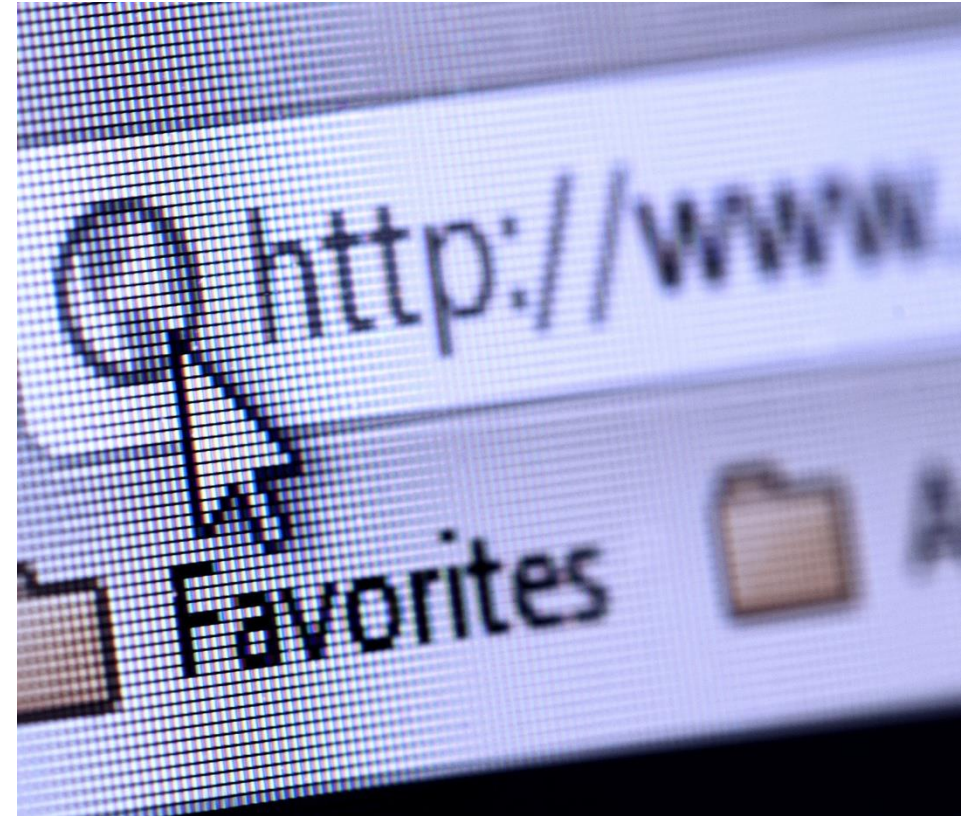
Updates, Resources, Training Schedule and Questions

Please send any questions, comments or feedback on Health Homes Serving Children to:

hhsc@health.ny.gov or contact the Health Home Program at the Department of Health at 518.473.5569

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