

***Approved Meeting Minutes**
MCO/MMIS Workgroup Meeting
November 14, 2007
8:30 a.m. – 9:30 a.m.

Conference Dial In: (503) 378-3003
(16-Ports)

Department of Human Services Building
500 Summer Street NE Salem, Oregon 97301
Room HSB-473

Alice LaBansky, Co-Chair & Jim Joyce, Co-Chair
Janise Munos Arteaga, Recorder

Topic	Speaker	Time
<i>Introductions</i>	Alice LaBansky	8:30 -8:34
1. Review of Minutes (10/17/07) • APPROVED	Alice LaBansky	8:35
2. 834 Enrollment File Daily/Monthly - Follow-up discussion from October meeting	Paul Combs Alice LaBansky	8:35- 8:45
3. Provider & MCO Training Follow up discussion	Paul Combs	8:45- 9:10
4. MMIS Schedule for EDI Testing	Paul Combs	9:10-9:15
5. MMIS Insider	Paul Combs	9:15
<i>Wrap Up</i>		9:15-9:20

Handout #1 MCO Provider Training Update/Preview 11/14/07

Handout #2 Provider Web Portal Draft 11/14/07

Handout #3 7 Claims Search and Results 11/14/07

MMISWebsite: www.oregon.gov/DHS/mmis

Next Meeting:

December 12, 2007

8:30 – 10 a.m.

Human Services Building, Room 137 A-B

Meeting Canceled

Alice LaBansky opened the meeting by announcing her return to the position of Division of Medical Assistance Programs Operation Section Manager on October 22, 2007 and extended a welcome to all in attendance.

Introductions

Alice LaBansky Co-chair, Jim Joyce Co-chair, Chris Barber DMAP-Delivery Systems Unit, Jon Pelkey DHS/DMAP QI/Medical Section Mgr., Patricia Krewson DHS/DMAP Claims Mgr., Kathy Chames DHS/AS, Sydney Wright DHS/MMIS Project, Anita Miller DHS/MMIS Project, Nancy Buck DHS/MMIS Project, Jennifer McKinley DHS/MMIS Project, Christian Aguilar Family Care Inc., Rod Meyer CareOregon, Inc., Rachel Ganzon Clackamas County MHO, Chris Norman Inter Community Health Network, Inc., Susan Rasmussen Kaiser Permanente Oregon Plus, LLC, Del Texley Lane County Individual Practice Association (LIPA), Rhonda Busek LIPA, Carolyn Anderson Tuality Health Alliance, Jim Kayser LIPA, Kathy Ottele PHTech, Monica Garrison PHTech, Paul Combs EDS, Megan Fenimore EDS, Jim Rowland Fox Systems

And via teleconference:

John Sevier Doctors of the Oregon Coast South (DOCS), Dan Roscheck EDS, Nancy Firth and Raetta Daws Jefferson Behavioral Health (JBH), Leanne Rose Cascade Comprehensive Care, Inc., Randy Meyer Hayden Family Dentistry, Jackie Dyer EDS, Johanna Fray DCIPA, Maggie Rollins Oregon Health Management Services (OHMS).

1. Review Minutes of 10/17/07 (Alice LaBansky)

Addition: add Del Texley (LIPA) to the attendees.

- Minutes approved

2. 834 Enrollment File Daily/Monthly - Follow-up discussion from October meeting 834 (Alice Labansky / Paul Combs)

Paul Combs highlighted the key points of the 834 File as an action item from the 10/17/07 meeting

- File Changing from weekly to daily
- Business Rules are not changing
- Enrollment effective dates will stay as they are today
- Only the file frequency is changing
- Daily file will include any additions, terminations, and changes.

Discussion:

What will be in the daily file

- Opportunity to have Information on a daily basis
- Business Rule on prospective enrollment:
example: Enrollment effective date will continue to occur on the following Monday or as based on the weekly and or monthly cutoff date.
- Activity on 834 file will be reflective of the activity that will occur on that day, the "system date" but the Enrollment Date will continue to follow the business rule. Cut- off day is Thursday.
- Thursday's file will contain information for the following Monday, after that day, will be for the week following Thursday so there will always have at least 4 days lead time.

Questions:

Do we have the option of doing a weekly instead of a daily?

- The files are going to be in sequential order. You can do these weekly instead of daily, however changes occur daily *Potential Risk:* files may get out of sync if you only download on a weekly basis.
- The file will be created on a daily basis according to the plan.

Will the system be changed to a weekly?

- No, this would require a change to the design of our system and would require a bid, and a cost to DHS. We are too close to implementation. We ask you work with the new process.

What is the effective date of the 834 File change?

- At the time of our planned implementation date of 6/30/08.

Action Item:

- Alice LaBansky: Will bring a summary of the issues discussed by the workgroup to date to the next scheduled meeting.
- Workgroup Members: Your questions via e-mail.

3. Provider & MCO Training Follow up discussion (Paul Combs)

MCO Provider Training Update/ Preview for Discussion 11/14/07. *See Handout #1*

- Paul's recap of the planned training discussed during the last two workgroup meetings. Is highlighted in this handout.
- Planned 46 days of training in 34 locations all over the state for the Fee For Service Providers

- Jackie and Megan are the trainers working on the materials for training.

Discussion:

- Susan (Kaiser) proposed additional meetings to discuss the proposed meeting dates, and locations to set up the details.
- Chris (IHN) noted the training is slated for Spring Break (3/24-28) this time frame will need to be reviewed for impact on attendance.
- Maggie Rollins of Oregon Health Management in (Josephine County) Grants Pass has space to offer; would be closer for Jackson County Providers as well.
- Once the calendar is set, they will then publicize the events.
- Will now plan on 4 locations (Portland, Salem, Eugene, and Grants Pass) for the week after Oregon Spring Break

Action Item: Plan for a Grants Pass location and for another week, outside of Spring Break.

- EDS will follow-up with coordinating a sub-group to do detail planning.

Suggestions from the membership:

- Preferred mornings, (4 hours) perhaps look at AM and PM Session.
- Kaiser noted needs training for both, MCO and FFS. Perhaps all day training could be MCO in morning and FFS in the afternoon.
- 35 locations are scheduled for FFS all over Oregon.
- Next bulletin will discuss the locations of FFS Training "The Insider"

Clarifying Question:

In Salem there will be several Fee For Service training sessions. Suggestion was made at the last meeting to have the Breakout for the MCOs to get additional training specific to their needs. Question is should they add an hour to the Fee For Service Training for MCO portion or run the MCO Training as a parallel session?

Discussion:

The membership discussed the options and came to a consensus to offer a catch up or Last Chance opportunity.

DECISION: Plan will now include parallel sessions for the Salem Training.

Paul presented a preview of the proposed training, *See Handout #2- Provider Web Portal Draft* for discussion 11/14/07

- This is the public portal
- A snap shot of two screens, no confidential information is displayed
- The second screen is a sign in screen

See Handout #3 – 7 Claims Search and Results Draft for discussion 11/14/07 this is from one of the training modules.

- This is a brief preview of the level of detail that the providers and MCOs are going to receive in training.
- MCOs and Providers will receive quality materials in training sessions they can take and use as a reference

Question:

Will there be an opportunity by the end of April or early May to adjust the training schedule?

- Training sign ups will be monitored so we can adjust for optimum participation.
- Stakeholders and partners will need to help us get users to the training sessions.

4. MMIS Schedule for EDI Testing (Paul Combs)

- The EDI Companion Guides will begin to be published by the end of November 2007.
- We will post the Companion Guides as they are available
- EDI Testing to begin mid January 2008. Administrative testing will be first. More detail to follow.
- DMAP has added 4 EDI Testers and is currently in the process of adding additional resources.

Patricia Krewson suggested that a dummy transaction such as the enrollment be created so the MCOs could become familiar with the new format, similar to what DHS did for HIPAA compliance. This needs to be verified with EDS that it can be done. Patricia will follow up on this item.

5. MMIS Insider (Paul Combs)

Please publicize the website to folks.

Action Item:

- Communication: Get the word out about the MMIS Insider.

Wrap up: Alice solicited any comments or concerns from the membership.

- Sub-groups should be formed and schedule within the next 9 days. Key folks conference call before Thanksgiving.
- Chris Barber volunteered to set up the meetings for Plans.

Question/Comment:

Is the information in the Companion Guide tracking for auditing for a Friday change? Loading files, sequentially would like to see the results sequentially; needs visual and documentation.

Action Item:

Patricia Krewson- Sample File that explains when you get a daily for Friday what you are getting, what can you expect to get from the 834.

Closing Comments

Messages:

- Get the word out about provider training,
- Website, MMIS

Action Items:

- Minutes will be out shortly

9:20 Adjourned.

***Next Meeting January 16, 2008 HSB 137 A-D 8:30 a.m.
Call In Number (503) 378-4259***