

Purpose:

The MMIS/MCO Workgroup is a collaborative effort to inform and gain understanding of the new Medicaid Management Information System (MMIS) functionality and the impact on managed care business rules, policies, contracts and processes. The Workgroup is also a forum for problem solving, coordination among Department of Human Services (DHS), Managed Care Organizations (MCOs), and partners. The workgroup will:

- Serve as a discussion/brainstorming group to review relevant new MMIS functionality.
- Work with plans, Oregon Medical Assistance Programs (OMAP), Office of Mental Health and Addiction Services (OMHAS) and various DHS units as needed to assist in understanding the implications of new MMIS functionality.
- Identify and disseminate appropriate information and training needed to provide clarification regarding new MMIS functionality as identified.
- Identify and discuss the appropriate methods of transition from the current MMIS to the replacement system.
- Identify and develop an implementation process that accommodates uniform and simultaneous (as much as feasible) adoption of practices/processes. This includes coordinating between small plans and larger plans where small plans implementation requirements differ.
- Acts as a problem solving and policy advisory group towards resolution of issues directed to the MCO/MMIS Workgroup by the Contractors, OMAP, OMHAS, the workgroup itself, and other workgroups.
- Provide monthly reports to the Oregon Health Plan (OHP) Contractors' Workgroup and other groups as may be determined by the workgroup and/or Contractors' Workgroup.

Attendees:

- Designated OMAP, OMHAS, Finance and Policy Analysis (FPA), representatives from areas of program and policy.
- Designated MMIS Replacement Project staff and MMIS Replacement Vendor, EDS.
- Representatives of contracting health plans, dental plans, mental health organizations.

NOTE: Additional divisions of the Oregon Department of Human Services may be added as active participants at a later date.

Workgroup Co-Chairs:

- Jim Joyce, DHS, MMIS Replacement Project Manager
- Alice LaBansky, DHS, OMAP/Health Financing Operations Section Manager.

Meeting Frequency:

The workgroup meets on a monthly basis the Wednesday before the third Thursday, from 8:30 to 10:00 AM. If no relevant agenda items or topics are identified the scheduled meeting will be canceled. Notification of any cancellations will be provided prior to the meeting date, and will be posted on the website.

Meeting Agenda:

Agenda items will be identified during the last 10 minutes of every meeting. Meeting attendees will also have the opportunity to submit agenda items prior to the final agenda being sent. Agenda items should be provided to Alice LaBansky, Patricia Krewson, or Jim Joyce. Agendas will be prepared by OMAP and sent out one week in advance of every monthly meeting. Standing agenda items will include:

- Review and approval of minutes. (5 minutes)
- Issues and/or discussion topics identified by workgroup members, OHP Contractor Meeting members, and/or interested parties.
- Identification of Agenda issues and/or discussion items for the next meeting. (10 minutes)

Workgroup Decision Making:

The workgroup will follow the MMIS Replacement Project's Guiding Principles when making decisions. DHS project sponsors hold the final decision authority for the MMIS Replacement Project. Issues presented to the MMIS/MCO workgroup are discussed by participating members (or designee); or if appropriate a subcommittee will be formed to work on specific topics to develop recommendations whenever possible. Input and decisions may also be solicited via email for urgent or time-sensitive issues.

Workgroup Records:

DHS is responsible for taking and publishing meeting minutes after review and approval of Workgroup. Additionally, all reminders, agendas, minutes, and supporting documentation for this meeting are provided by email. Hard copies will be provided at the Workgroup meetings.

Reviewed by:

Chair, MMIS/MCO Workgroup

Date

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Date