



# Spring 2018 Meeting Minutes

<b>HIV CM Stakeholder Meeting</b>			
<b>Meeting Date/Time:</b>	3/8/2018 1:00 – 2:30 PM	<b>Location/Conf. info:</b>	Lineberger Bldg. CR 134
<b>Facilitator(s):</b>	Cassandra McFadden, Ashley Batchelor, and Renee Stapleton	<b>Scribe:</b>	Ashley Batchelor
<b>Meeting Objectives and Agenda</b>			
<b>Objective(s):</b>			
<b>Agenda Topics:</b>			
01	Policy and SPA Update		
02	Recertification Timeline		
03	Site Visit Audit Tool		
04	Miscellaneous		
05	Questions/Concerns		

## Agenda Topic Discussion Notes

<p><b>01</b></p>	<p><b>Policy and SPA Updates</b></p> <ol style="list-style-type: none"> <li>1. The updates made to the HIV Case Management section of the SPA have<u>es</u> been approved and posted. Updated SPA has an effective date of 12/1/2017.</li> <li>2. The updated Clinical Coverage Policy 12B has been approved and posted. Updated HIV CM policy has an effective date of 3/1/2018. A complete list of policy revisions can be found in Section 8.0 of 12B.</li> </ol>
<p><b>02</b></p>	<p><b>Recertification Timeline</b></p> <ol style="list-style-type: none"> <li>1. Notification of Certification Expiration was sent in January to all HIV CM providers with a certification period ending on June 30, 2018. This notification provided instructions for both the Recertification Application and Desk Audit.</li> <li>2. Desk Audit due to DMA on 3/12/2018.</li> <li>3. Recertification Application Packet due to DMA on 3/31/2018.</li> <li>4. Upon approval of both the Desk Audit and Recertification Application Packet, providers will receive a Confirmation of Scheduled Site Visit.</li> <li>5. Site Visits are expected to occur in April 2018.</li> <li>6. Upon review of the Site Visit results, DMA will mail Notice of Recertification Findings to each provider.</li> </ol>
<p><b>03</b></p>	<p><b>Site Visit Checklist and Audit Tool</b></p> <ol style="list-style-type: none"> <li>1. Pat Meyer, with the Office of Compliance/Program Integrity, provided a PowerPoint presentation with policy references and answer questions related to the Recertification Site Visits. The presentation demonstrated the condensed, and simplified Site Visit Checklist and Audit Tool which will be used. Stakeholders were not provided a copy of either form as all components of the audit are 12B Policy Requirements.</li> <li>2. The 2018 Site Visit Audit is based on the October 2015 HIV CM Policy.</li> <li>3. Auditors will use the checklist to audit the facility and the tool to audit beneficiary records. During the site visit 5 beneficiary records will be audited -for 3 dates of service.</li> <li>4. The focus of the site visit will be for dates of service in 2016 and 2017, however auditors can review documentation in beneficiary records going back 6 years.</li> </ol>
<p><b>04</b></p>	<p><b>Miscellaneous</b></p> <ol style="list-style-type: none"> <li>1. Reminders:             <ol style="list-style-type: none"> <li>a. DMA and NC Tracks should be notified of changes in in business: name, owner, phone number, or address.</li> <li>b. When submitting claims in NC Tracks, be sure to enter all information correctly.</li> <li>c. HIV CM Website has been updated and now contains: an HIV CM Flyer, the updated policy, updated Basic Training Process and Request Form, and the Recertification Application Packet.</li> <li>d. All Medicaid Providers will need to be registered with the NC Health Information Exchange Authority (HIEA) by July 1st, 2019. Providers with further questions regarding the HIEA were advised to visit <a href="https://hiea.nc.gov">https://hiea.nc.gov</a> or call (919) 754-6912.</li> </ol> </li> <li>2. The Summer stakeholder meeting will be held in June 2018. If there is no new information to share, DMA will provide program updates in lieu of a meeting.</li> </ol>

**05 Questions/Concerns**

1. *When will providers receive notification of recertification findings and outcome?* DMA is expecting to mail Notice of Recertification Findings to providers within 30 days of the site visit, and no later than 6/30/2018.
2. *Have any providers found an accreditation agency with fees less than \$4,600?* Providers report none have been found at this time. If a better option is found, DMA encourages providers to submit accreditation agencies for review.
3. *Is accreditation mandatory for recertification?* DMA stated that accreditation is required by Clinical Coverage Polic..
4. *When Managed Care comes into effect, 7/1/2019, will they require the accreditation we are obtaining for the 2018 recertification?* The plans will administer the program within state mandated guidelines using existing policies. Specifics on program model and expectations will not be evident until the plans have been selected but they are unable to remove current requirements.
  - Further information on the upcoming Medicaid Transformation can be found at: <https://www.ncdhhs.gov/medicaid-transformation>
5. *Will the rate the providers receive per unit remain the same under Managed Care?* Managed Care is a capitated, not fee-for-service, method of payment. Those providing services will negotiate with the Plan for services rendered.
6. *Will there be a conference number available for future meetings since some providers have to travel longer than the meeting takes?* DMA holds stakeholder meetings in person. The agenda is provided prior and meeting minutes available after for those who don't wish to travel. Stakeholders can also call program staff at any time for updates.
7. *Can providers submit potential agenda items?* Yes, you may email [HIV\\_CaseMgt@dhhs.nc.gov](mailto:HIV_CaseMgt@dhhs.nc.gov) or call program staff at (919) 855-4360.