

HCA/LHJ Statewide MAC Coordinator Call

A G E N D A

May 23, 2016 3:30—4 p.m.

Webinar: <https://attendee.gotowebinar.com/register/6161559082050965764>

Call-in: Dial 1-888-450-5996, Passcode: 273503

Participants/Invitees

HCA Jennifer Inman

WSALPHO Steering Committee Kathy Spoor, Leslie Hopkins, Annie Goodwin, April Fisk, Deanna Quinn, Cathy Mortell, John Abplanalp, Lynda Thomas, Yukari Odora, Patty Proctor, Hansine Fisher, Carrie Riemann

LHJ MAC Coordinators All

- Update on HCA contract compliance; 45 day code review deadline
- Update: code review process and deadlines (See handout)
- Update: no consortium calls during May 2016
- Upcoming webinar trainings in June: Invoice/URMTS refresher
 1. **June 29th at 9am:** Consortium 5 and 6
 2. **June 28th 3pm:** Consortium 9
 3. **June 27 at 1pm:** Consortium 10
 4. **June 29th at 1:30pm:** Consortium 11
 5. **June 29th at 11am:** Consortium 12
- Upcoming webinar trainings in August: reconciliation
- Upcoming webinar trainings in September: code review
- Request: identify any interpretation expenses reported on MAC invoice; notify Carrie by 5/27/16
- Update: invoice review
- End of quarter updates
- General discussion/questions

Next Meeting: June 20, 2016, 3:30—4 p.m. **Note:** an updated meeting notice will be sent.

Excerpt from coordinators manual

AFTER THE QUARTER ENDS

STEP 1: Complete 100% Code Review and Certify the Accuracy of the RMTS

- Verify that 100% of moments have been reviewed by you or a code reviewer.
- Review clarifying questions to verify they are not leading.
- Review a random sample of client IDs reported on RMTS moments to ensure they are accurate and from a client database/record keeping system documented on your annual MER proposal.
- Certify the initial 100% code review has been completed.
 - This must be completed 45 calendar days after the end of the quarter. Note: if the 45th day is a weekend, the due date is the following Monday. See the Annual MAC Calendar.
 - Once certified, the vendor is automatically notified. They have 10 calendar days to complete the 10% quality assurance review.
- Review the results of the 10% quality assurance sample.
 - Make corrections and follow up with participant training as needed.
 - Finalize and certify the accuracy of your LHJ's review of the 10% quality assurance sample and RMTS. This must be done no later than 10 calendar days after the 10% review is received. Note: if the 10th day is a weekend, the due date is the following Monday. See the Annual MAC Calendar.

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MINUTES

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Participants

HCA: Jennifer Inman

WSALPHO Steering Committee: Annie Goodwin, April Fisk, Lynda Thomas, Deanna Quinn, Cathy Mortell, Yukari Odora, Carrie Riemann, Hansine Fisher

LHJ MAC Coordinators: **Adams** — NA; **Asotin** — NA; **Benton-Franklin** —Annie Goodwin, Jeff Jones; **Chelan-Douglas** — Christal Eshelman; **Clallam**—DeeDee Crabb; **Clark**—Jeff Harbison, Heidi Steen; **Columbia**—Martha Lanman, Kathleen Juris; **Cowlitz**—Jamie Hopps; **Grant**—Ryan Brimacombe; **Grays Harbor**—Tina Coker; **Island**—NA; **Jefferson**—Vicki Kirkpatrick, Julia Danskin; **Kitsap**—April Fisk, Tracey Kellogg; **Kittitas**—Liz Whitaker; **Klickitat**—Lori Koch; **Lewis**—NA; **Mason** —Casey Bingham; **NE Tri**—Kelly LeCaire; **Okanogan**—Lauri Jones; **Pacific**—Mary Goelz; **PHSKC**—, Yukari Odora; **San Juan**—NA; **Skagit**—Lynda Thomas; **Skamania**—Carol McClung; **Snohomish**—Carol Furness, Barb Taylor; **Spokane**—Deanna Quinn; **Tacoma-Pierce**—Cathy Mortell, Chris Morrison; **Thurston**—Jeanie Knight; **Walla Walla**—Nancy Wenzel; **Whatcom**—Kathy Cunningham, Patty Proctor; **Whitman**—NA; **Yakima**—Dulce Jenck

Topic

Update on HCA contract compliance; 45 day code review deadline

Almost all LHJs across the state met this deadline. The few that didn't was the result of a simple error and they were able to certify the next day. HCA is very appreciative of this effort.

Update: code review process and deadlines

See handout. The code review process has been updated to require each LHJ to complete the final certification of their random moments within 10 calendar days once they receive the completed 10% QA review from Hansine Fisher & Associates. This is a change to the current process and will be updated in the coordinator manual.

Update: no consortium calls during May 2016

This call has been canceled in order to prepare for the June fiscal trainings.

Upcoming webinar trainings in June: Invoice/URMTS refresher

Each fiscal coordinator must register for and complete this training. RMTS/MAC coordinators are welcome to attend. If at all possible, please attend the training scheduled for your consortium. If you are unable to attend the date/time scheduled for your consortium, you may register for another consortium's training. A notice will be sent out immediately after the call with the registration information. If you have any topics that you would like covered during this training, please email them to Jennifer no

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later than Friday, May 27th at jennifer.inman@hca.wa.gov.

Training schedule:

1. June 29th at 9am: Consortium 5 and 6
2. June 28th 3pm: Consortium 9
3. June 27 at 1pm: Consortium 10
4. June 29th at 1:30pm: Consortium 11
5. June 29th at 11am: Consortium 12

Upcoming webinar trainings in August: reconciliation

Training dates are being scheduled and notices will be provided soon. If you have any topics that you would like covered during this training, please email them to Jennifer at jennifer.inman@hca.wa.gov.

Upcoming webinar trainings in September: code review

Training dates are being scheduled and notices will be provided soon. . If you have any topics that you would like covered during this training, please email them to Jennifer at jennifer.inman@hca.wa.gov.

Request: identify any interpretation expenses reported on MAC invoice; notify Carrie by 5/27/16

If you report contracted interpretation expenses on the MAC invoice that are not direct charged but reported as an other cost, please email Carrie at carrie@hfa3.org. This information will be used to provide more details in the coordinator manual on how/when interpretation expenses should be reported as direct charges or as other costs.

Question: Should I email Carrie about the non-Medicaid/medical interpreter expenses?

Answer: Yes, this is especially important.

Question: I direct charge all my contracted interpreter expenses. Should I email Carrie.

Answer: No. The focus here is on contracted interpreter costs that are not direct charged.

Update: invoice review

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The invoice review process is getting more efficient as we have moved through Q2 and Q3 2015. Almost all of the Q2 invoices have been paid, and at least half of Q3 are paid, or awaiting the arrival of the A19. The work spent revising and updating the Q2 and Q3 invoices has made the Q4 invoice review much smoother and faster. HCA is very appreciative of all the effort and work that each individual LHJ has spent on this process.

End of quarter updates

- Participant lists are due May 31st
- New participant online training is due June 17th
- New participant in-person rosters are due no later than June 26th

NOTE: If you have any questions, or you attended this call and you are not listed, please contact Jennifer Inman at Jennifer.inman@hca.wa.gov. The agenda, handouts, and minutes are available on HCA's website at www.hca.wa.gov/medicaid/mac.

Please register for the next webinar: June 20, 2016 3:30 to 4 p.m.
<https://attendee.gotowebinar.com/register/8238925774036381441>