Understanding MAC

- ➢ **Q:** What is MAC?
- ➢ **A:** Medicaid Administrative Claiming (MAC) is a program sponsored at the Washington State Health Care Authority (HCA). The goal is to link eligible children and families into the Apple Health (Medicaid) services. One way to achieve this goal is by contracting with government entities such as King County Superior Court Juvenile Probation Services (KCSCJPS), School Districts, Tribes, and Local Health Jurisdictions and reimburse them a portion of federal funds for some of the daily work activities they perform linking eligible families into the Apple Health Program.

- ➢ **Q:** Where does the federal funding reimbursement come from?
- ➢ **A:** The federal government agency "Centers for Medicare and Medicaid Services (CMS)" provides the funding; and sanctions the HCA to guide contracted government entities through the MAC program processe for reimbursement.

- ➢ **Q:** Why is HCA sanctioned to administer the MAC program in Washington State?
- ➢ **A:** The simple answer is, it is federal law for state Medicaid agencies to oversee MAC and to ensure federal funds are monitored and distributed appropriately. The specifics are outlined in the CMS "Medicaid School-Based Administrative Claiming Guide May 2003"

Processes

- ➢ **Q:** What is RMTS?
- ➢ **A:** Random Moment Time Study (RMTS) is a web-based process system that HCA uses to capture the daily work that staff participants perform. The purpose is to confirm which activities are Medicaid related and which are not to determine the amount of staff time that is reimbursable.

- ➢ **Q:** How often do I have to take the RMTS training?
- ➢ **A:** Participants are required to take training upon initial enrollment and then annually thereafter.

Common

- ➢ **Q:** Why do I have to respond to a moment if I did not perform a Medicaid activity?
- ➢ **A:** All responses count toward the statistical validity of the time study. Some non-Medicaid activities such as paid time off can be reimbursable paid to your agency.

- ➢ **Q:** How do I report unexpected time off or leave?
- ➢ **A:** If you are absent for more than five days, let your immediate supervisor and MAC Coordinator Rob Bradstreet know. Rob will initiate a "Change of Status" form to resolve those moments. If you are absent for less than five days you are required to respond to your moments with the "Time Off/Not at Work" selection.

- ➢ **Q:** What if Moments appear when I'm off?
- ➢ **A:** You shouldn't receive Moments on your scheduled days off. If you do, answer them with the "Time Off/Not at Work" selection, and let your immediate supervisor and MAC coordinator (Rob Bradstreet) know, so they can ensure the RMTS is updated with your correct days off.

- ➢ **Q:** How do I report that I changed Jobs/Position?
- ➢ **A:** Notify MAC Coordinator Rob Bradstreet

- ➢ **Q:** After responding to the moment questions using the predefined selections, why do I also have to write a required narrative at the end?
- ➢ A: It is a federal requirement, and allows us to properly code the activity performed.

- ➢ **Q:** What are the rules for listing case numbers in the Narrative section?
- ➢ **A:** Please check with your supervisor for this internal requirement.

RMTS System Technical Assistance

- ➢ **Q:** Who do I contact if I have log-in or password issues?
- ➢ **A:** You have options! Contact
  - Your immediate supervisor
  - KCSCJPS MAC Coordinator Rob Bradstreet Rob.Bradstreet@kingcounty.gov
  - MAC Email Box: MAC@HCA.wa.gov
  - UMMS Email: MedicaidAdminMatch@umassmed.edu
    Phone: 1-800-535-6741 option 6

Program Contact Info

- **Q:** Who is the KCSCJPS MAC Coordinator?
- **A:** Rob Bradstreet
  Business and Finance Specialist
  King County Superior Court
  Office: (206) 477-0096
  Fax: (206) 296-0986

- **Q:** Who is the HCA Contact?
- **A:** Kevin Curry at Medicaid Administrative Claiming (MAC)
  Email: Kevin.curry@hca.wa.gov
  Phone: 360-725-1589

- **Q:** Who is UMMS?
- **A:** University of Massachusetts Medical School is the vendor contracted with HCA to operate the RMTS functions and provide technical assistance.
  Email: MedicaidAdmMatch@umassmed.edu
  Phone: 1-800-535-6741 option 6