

## **UPDATED 3/18/05**

### **First Steps System Updates:**

**First Steps/Medicaid Collaboration:** It is the goal of the Family and Social Services Administration to maximize the utilization of Medicaid funding to the First Steps system. FSSA will be developing procedures that will support the reimbursement of First Steps services through the Medicaid Managed Care Organizations (MCO). Through this process, the system will develop procedures that support the increased involvement of the child's primary care physician.

3/2/05: FSSA, First Steps, and Medicaid continue to meet weekly with representatives from the Managed Care Organizations. The group is reviewing the current First Steps procedures to determine when and how the primary care physician and the MCO can become involved in the process. The group will continue to explore billing options for the system. At this time, no final decisions have been made by the group nor have rates been established.

In a letter dated February 7, 2005, First Steps providers were required to complete paperwork for enrollment in the Indiana's Health Care Programs (IHCP). Enrollment in IHCP is the first steps to building a system to support provider's ability to directly bill the MCOs. Due to the many questions that have been raised during the enrollment period, the deadline for phase one has been extended to March 19, 2005.

During the last two weeks, EDS and the First Steps Office have received questions relating to the completion of the enrollment forms. Specifically, there was a request to verify the requirement of board members of not for profit organizations in the disclosure of their Social Security Numbers. The following clarification was submitted by OMPP.

*All entities wishing to receive reimbursement for services under the Medicaid program must abide by Medicaid policies. One of those policies concerns disclosing information about the ownership and control of the provider entity. This information, including the social security number, is used to administer the Medicaid program. Disclosure of the social security number is voluntary; however, non-disclosure will result in the provider enrollment application not being processed. The agency will not disclose social security numbers provided on enrollment applications.*

Please refer to the First Steps web page under "What's New" ([http://www.state.in.us/fssa/first\\_step/whatsnew.html](http://www.state.in.us/fssa/first_step/whatsnew.html)) for a copy of the February 7, 2005 letter and a question and answer document specific to enrollment. You may also access a training video on the UTS web page.

At this time, the First Steps office has not modified the current provider agreements; therefore, providers are required to continue billing the CRO for First Steps services.

First Steps/Medicaid Collaboration (continued):

3/11/2005: The First Steps office (FS) and the Office of Medicaid Policy and Planning (OMPP) are continuing to meet weekly with the Managed Care Organizations (MCOs). There have been many questions posted to the First Steps web page relating to rates. At this time, neither OMPP nor First Steps has determined the rates of reimbursement for First Steps services. Once a rate schedule has been developed, it will be posted on the First Steps web site. Before any provider is required to accept rates of reimbursement different than the current First Steps rates, the State will notify providers of the rates and allow a minimum of 14 days prior to implementation.

**3/18/2005:**

**Clarification on requiring Social Security Numbers for Directors on Medicaid Applications**

**After additional review of the requirement that directors of First Steps providers include their SSNs on the Medicaid provider enrollment form, and taking into account the concerns the directors raised, FSSA issues the following explanation and revision to the enrollment process: Medicaid is prohibited by law from enrolling providers that are owned or controlled by individuals who have been excluded from federal or state health care programs. Federal regulations define a controlling interest as one where a person is an officer or director. In order to ensure the state's compliance, one step of the provider enrollment process involves reviewing the Office of Inspector General's (OIG) List of Excluded Individuals/Entities (LEIE). These lists include names and SSNs. In order to alleviate the concerns that have been raised by First Steps providers, Medicaid will accept provider enrollment packets that contain the names and addresses of the board members. Medicaid will review the exclusion list based on the director name. If the name appears on the list, at that time Medicaid will request that individual's social security number. The provider will not be enrolled in Medicaid pending the disclosure. If the provider refuses to disclose the SSN, the application will be rejected. Medicaid also regularly reviews the exclusion list against the Medicaid database of enrolled providers. For First Steps providers that have been enrolled, if an individual's name matches a new addition to the exclusion list, the person's SSN will be requested. If the provider refuses to disclose it, the provider's enrollment in Medicaid will be terminated. Any SSNs requested under this procedure will be safeguarded.**

**Insurance:** It is the goal of the program to maximize reimbursement from Private Insurance Companies.

3/2/2005: The Central Reimbursement Office (CRO) is in the process of billing Anthem insurance for First Steps services that were provided from April 2003 to November 2004. These claims were submitted on behalf of families that provided consent to the State to allow access to their insurance. Billing will continue with Anthem as well as other insurance companies.

3/11/05: Billing of insurance has continued. FSSA will begin analysis of coverage and payment. Families will receive an explanation of payment from their insurance company. No additional payment is due to the insurance company or the providers. Families eligible for First Steps Cost Participation will have their First Steps cost participation accounts balanced to include any insurance payments.

**3/18/05: There is no additional information at this time.**

**Eligibility:** FSSA is analyzing the need of the State in tightening eligibility guidelines. Modification of Indiana's eligibility definition will require a change in State legislation.

3/2/2005: At this time, legislation has not been introduced.

3/11/2005: At this time, it is not the intent of the State to modify eligibility to the extent that legislation changes would be needed. Any rule changes will be managed through a change in Administrative Rule. It is expected that public hearings will be announced in the spring.

**3/18/05: At this time, FSSA is not aware of any legislation relating to FS eligibility. Final decisions relating to eligibility have not been made. Once recommendations are finalized, dates for public hearings will be announced.**

**Cost Participation:** FSSA is analyzing the need of the State to increase the fees paid by families through cost participation. Modification to the cost participation fee schedule will require a change in State legislation.

3/2/2005: At this time, legislation has not been introduced. The State is analyzing the fiscal necessity of lowering the fee schedule to include those families from 251% to 350% of poverty as well as increasing the fees above 351%.

3/11/2005: At this time legislation has not been introduced.

**3/18/05: At this time legislation has not been introduced.**

**Provider Networks:** FSSA is exploring the idea of developing 5 to 10 provider networks across the state. Providers would be required to enroll in a network. The network would be responsible for functions such as billing, training, supervision, and credentialing. Entities managing the provider networks would be selected through the Request for Funds Proposal (RFP) process.

3/2/2005: FSSA is in the beginning stages of exploring this option. The State has not made any final decisions on the development of the networks.

3/11/2005: FSSA continues to work through the beginning stages of this option.

**3/18/05: There is not additional information at this time.**

**First Steps Stakeholder Committee:**

**3/18/2005: FSSA and First Steps staff are working together to support the establishment of a First Steps committee that will be charged with looking at recommended changes for the First Steps system. If you are interested in working on a subcommittee, please e-mail the First Steps web page at [FirstStepsWeb@fssa.state.in.us](mailto:FirstStepsWeb@fssa.state.in.us) with your name and contact information. Minutes of the meeting will be posted on the First Steps web page and will contain the names and contact information of the committee members**

If you would like to comment on any of these projects, please feel welcome to submit your e-mail to the First Steps web at [FirstStepsWeb@fssa.state.in.us](mailto:FirstStepsWeb@fssa.state.in.us).