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GENERAL INFORMATION SYSTEM
DIVISION: Office of Medicaid Management

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TO: Local District Commissioners, Medicaid Directors

FROM: Kathryn Kuhmerker, Deputy Commissioner, Office of Medicaid Management

SUBJECT: Procurement of Community Based Organizations to Provide Family Health Plus/Medicaid Facilitated Enrollment for Adults

EFFECTIVE DATE: Immediately

CONTACT PERSON: Family Health Plus Unit: (518)473-5330

On May 8, 2001, a copy of the Family Health Plus (FHPlus) Community Based Organizations Procurement was sent to your office. This Procurement requests Child Health Plus (CHPlus) lead agencies, currently providing facilitated enrollment for children, to also begin providing these services to adults applying for FHPlus or Medicaid. At this time, the procurement process is limited to those lead agencies that are under contract with SDOH to provide facilitated enrollment for CHPlus. Applications from lead agencies must be submitted to the Department by June 15, 2001.

This GIS provides information about the role of the local social services districts in this procurement of facilitated enrollment for FHPlus/MA adults. As with the recruitment of plans to provide this service, lead agency applicants are required to submit general Letters of Support from the district in counties where they are applying to provide facilitated enrollment. This process is to assure the involvement of local districts in the process.

Lead agencies that apply to expand their Facilitated Enrollment must work with local social services districts to develop protocols for the receipt and processing of adult, as well as child applications. Prior to final contract approval, lead agencies will be required to submit a signed copy of the revised operating protocols that have been agreed upon by the district and the lead agency.

As with the FHPlus FE plan applicants, local districts should be prepared to work with and provide lead agency applicants with Letters of Support, and to modify current CHPlus protocols to address the new activities related to assisting adults in their efforts to apply for health insurance. SDOH staff are available to provide guidance with this process.