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Authorized Signature

Number: SS-IM-08-040

Issue Date: 11/14/2008

Topic: Medical Benefits

Subject: Important Information About the Transition to the New MMIS

Applies to (check all that apply):

- | | | | |
|-------------------------------------|-------------------------------|-------------------------------------|---|
| <input type="checkbox"/> | All DHS employees | <input type="checkbox"/> | County Mental Health Directors |
| <input checked="" type="checkbox"/> | Area Agencies on Aging | <input type="checkbox"/> | Health Services |
| <input checked="" type="checkbox"/> | Children, Adults and Families | <input checked="" type="checkbox"/> | Seniors and People with Disabilities |
| <input type="checkbox"/> | County DD Program Managers | <input checked="" type="checkbox"/> | Other (please specify): CAF SSP transmittal group |

Message: DHS is close to the implementation of a new Medicaid Management Information System (MMIS). Beginning December 9, the current or "legacy" MMIS screens and functionality will be replaced by a new web-based MMIS.

Legacy MMIS screens that will be replaced by the new web-based MMIS include ELGP, ELGR, ELGH, ELGF, ENRH, KSEL, ENRC, ELGX, MID1, PHST, PADJ and the KON and KLM screens. The new and improved MMIS screens (called "panels") will be available when the new MMIS is implemented December 9.

Millions of existing legacy MMIS computer records need to be converted and added to the new MMIS before the system can "go live" on December 9. Converting the records will take a few weeks. Every effort has been made to reduce the impact of the MMIS record conversion on DHS/AAA staff, clients and providers, but there will be some legacy MMIS screens that will be unavailable during the conversion period. As much as possible, workarounds have been created to support the conversion process.

Conversion Calendar:

A calendar of key dates is attached. The direct link to the conversion calendar is: <http://www.dhs.state.or.us/policy/selfsufficiency/publications/SS-IM-08-040-MMIS-Conversion-Calendar.doc> The conversion calendar includes important conversion dates and timelines for the process changes that will affect how we do business during the conversion period. Some key conversion dates and process changes are:

November 24

- The last day eligibility workers will be able to disenroll or enroll clients in managed care until the new MMIS is implemented.
- During nightly processing, the legacy MMIS will complete the last auto-enrollment into managed care until the new MMIS is implemented.

November 25

Managed care enrollment will be frozen until the new MMIS is implemented. The legacy MMIS screens ENRC and ENRH will be read only. SPD, AAA and SSP staff will not be able to update ENRC or ENRH. The CM system is not affected by the managed care enrollment freeze.

- Clients not already enrolled in managed care cannot be added to managed care until the new MMIS is implemented December 9.
- Clients already enrolled in managed care will remain in that plan, even if they move out of the plan's area.
- Even if the client has moved away from their managed care plan's area, the managed care plan will still cover emergencies. Clients with a medical emergency should not hesitate to go to the emergency room of the closest hospital.
- Branches or offices should keep a list of newly added or transferred clients and the managed care plans they have selected. On December 9, after the new MMIS has been implemented, the branch or office should enroll newly added or transferred clients in the managed care plan they selected.

Exception process: DMAP has authorized an exception process for clients who no longer reside in their managed care plan's area and need to see a doctor but do not have a medical emergency. The client's new branch or office should send an e-mail to the appropriate person in the Client Services Unit requesting the client be disenrolled from managed care and be allowed to have a fee for service (open) medical care ID.

November 28

- The last day to add new prior authorizations for administrative exams.
- The last day to enter data into ELGF.
- The last day to enter CRN prior authorizations in ELGP.
- Effective November 28, pharmacists may need to be faxed medical care IDs for new (or restored) clients.

As part of the new MMIS, Electronic Data Systems (EDS) will take over for First Health as the pharmacy benefit manager. From November 28 through December 8, clients whose medical program eligibility is added for the first

time or whose eligibility is restored will appear as “not eligible” because the pharmacy point of sale (POS) system will not be updated during the conversion to EDS. An estimated 15 clients per day will be affected for the entire state. New clients will be added to POS on December 9.

To lessen the impact, DMAP will allow medical program clients to get their December refills early. Clients will be able to get their December refills beginning November 14.

December 5

- The last day CMU will be able to enter 148s on legacy MMIS.
- The last day to use PHST/PADJ to adjust OHP Standard premiums.
- The last day to issue temporary medical care IDs using MID1 or to request a medical care ID issuance on ELGH.

From close of business Friday, December 5 through Monday, December 8, if a client needs a temporary medical care ID, use the DMAP 1086 form.

December 6

- AIS eligibility information is frozen until the new MMIS is implemented.

December 9

- The new MMIS goes live.
- SPD, AAA and SSP begin to use the new CM system real time eligibility and real time managed care enrollment.

December 10

- The DAS print plan will begin mailing all medical program clients their new wallet sized medical care IDs. Mailing the new medical care IDs will be ongoing throughout December.
- SPD and AAA eligibility workers begin entering CRN prior authorizations in the new MMIS.
- SPD and AAA eligibility workers begin entering Nursing Facility POC in the new MMIS.

Interested in learning more about how the new MMIS will affect your job on December 9?

VCON trainings are scheduled for November 17, November 21, December 5 and December 8 for SPD, AAA, CW and SSP staff. The VCON training will include:

Questions?

- For SPD/AAA: Veneda Frank veneda.frank@state.or.us 503 945-6413
- For SSP: Joyce Clarkson joyce.clarkson@state.or.us 503 945-6106
- For questions about the enrollment freeze, contact the Client Services Unit (CSU). Their contact list is attached. CSU will also be sending a separate transmittal with further information about the enrollment freeze and the enrollment freeze exception process.
- For questions about Point of Sale (POS) issues, see DMAP transmittal DMAP-IM-08-157. It is at <http://www.dhs.state.or.us/policy/healthplan/transmit/2008im.htm>.
- For other questions about the way MMIS will work or the deadlines for certain actions, contact the appropriate MMIS Business Analyst. A list of MMIS analysts and other MMIS contact persons is attached. The direct link to the contact list is: <http://www.dhs.state.or.us/policy/selfsufficiency/publications/SS-IM-08-040-MMIS-Contact-List.doc>

If you have any questions about this information, contact:

Contact(s):	see above		
Phone:		Fax:	
E-mail:			