

The Montana Patient-Centered Medical Home Stakeholder Council  
Work Plan Outline  
For Discussion June 18, 2014

*\*This is a living document intended to be continuously developed and amended as needed by the council and CSI staff.*

**Introduction - Mont. Code Ann. Title 33, Chapter 40,  
Patient-Centered Medical Homes Act**

The commissioner shall consult with the stakeholder council of interested parties to set standards for patient-centered medical homes. The Commissioner must set standards and must adopt rules. The topics for standards are listed in Mont. Code Ann. 33-40-105. In consultation with interested parties, the commissioner shall qualify PCMHs that meet the established standards.

All payers and PCMH providers must submit a report to the Commissioner no later than March 31, 2015 and annually thereafter. All providers and payers who participate in the Montana PCMH Program must collectively commission one independent study on savings generated by the program and report to the legislature in September of 2016. The commissioner will consult with the council on commissioning the study and generating the report.

The commissioner shall consult with stakeholders in education and promotion of the Montana PCMH program to the public.

**1) Mission Statement** (This is to be developed by the council. It should define the direction and purpose of the Montana PCMH Program. Goals for the program could include the healthcare quality and performance measures that have been proposed to date.)

## **2) Timeline**

- a) June 2014
  - i) The Quality Metrics Subcommittee proposes revised draft of guidance for quality reporting standards. The revised draft needs to reflect alignment with PQRS. The council gives feedback to the subcommittee for them to incorporate before the July 16<sup>th</sup> meeting.
  - ii) The Payer Subcommittee proposes potential payer standards for the council to consider.
  - iii) CSI proposes a draft of the amended rule on quality measure reporting for the council to consider.
  - iv) Stakeholders will have until August 1<sup>st</sup> to provide comment to CSI on the draft quality measure reporting rule. The formal comment period will begin after the proposed rule is filed on August 11<sup>th</sup>.
  - v) The council discusses and develops the mission statement.
  - vi) The council reviews the draft work plan and provides feedback to CSI.
- b) July 2014
  - i) The Quality Metrics Subcommittee proposes a revised draft of guidance for quality reporting standards. The draft needs to clarify the submission method for the data and define the reporting time frame. The council gives feedback to the subcommittee for them to incorporate before the August 20<sup>th</sup> meeting.
  - ii) The Payer Subcommittee proposes revised standards based on the council's comments.
  - iii) CSI presents the amended proposed rule on quality measure reporting to the council for final review.
  - iv) Continue developing the council's work plan and finalize the mission statement.
  - v) The council begins to discuss the contents of the first report to the commissioner due in March 2015.
- c) August 2014
  - i) CSI files the proposed rule on quality measure reporting on August 11<sup>th</sup> to begin the public comment period.
  - ii) CSI presents a draft rule on the payer standards recommended by the Payer Subcommittee and for further discussion by the council.
  - iii) Stakeholders have until September 1<sup>st</sup> to provide comment to CSI on the draft rule on payer standards.
  - iv) Continuing developing the council's work plan.
  - v) The council continues the discussion of what will be included in the first March report to the Commissioner.
  - vi) CSI distributes formal application to qualified and provisionally qualified practices. Applications must be returned by December 1, 2014.
- d) September 2014
  - i) CSI files the proposed rule on payment standards in September to begin the public comment period.
  - ii) Education Subcommittee holds its first meeting and drafts a campaign to educate and promote the Montana PCMH Program to the public, with a prescribed timeline including specific deliverables with deadlines.

- iii) The council reviews a draft education campaign and provides feedback to the Education Subcommittee.
  - iv) The council finalizes the content of the March 2015 report by practice and payers. CSI will notify the practices and payers regarding what should be in the March report.
- e) October 2014
  - i) The proposed rule on quality measure reporting standards becomes final in October.
  - ii) Continue developing council's work plan.
  - iii) Finalize education marketing plan with goal of having at least one education activity completed by the end of 2014.
- f) November 2014
  - i) The proposed rule on payment standards becomes final in November.
  - ii) Education Subcommittee reports to council on progress of patient outreach goals for 2014.
  - iii) Council hears update from Medicaid on their pilot that launched October 1<sup>st</sup> as well as updates from other payers.
  - iv) Council providers give feedback to CSI on their progress on the formal application due to CSI December 1, 2014.
- g) December 2014
  - i) All medical practices that were initially provisionally qualified in 2014, must have received their accreditation/recognition from NCQA, The Joint Commission, or AAAHC. Once provisional practices submit their accreditation/recognition documentation, they are qualified by the commissioner.
  - ii) The Education Subcommittee and CSI report update on patient outreach objectives for 2014.
- h) January 2015
  - i) CSI presents a summary of the information collected from PCMHs in the formal application to the council.
- i) February 2015
- j) March 2015
  - i) Report from all participating PCMH practices and payers due to CSI on March 31<sup>st</sup>.
- k) April 2015
  - i) Additional education and promotion of the program to the public.
  - ii) Discussion begins concerning whether there is a need to amend rules or add rules.
- l) May 2015
  - i) CSI presents summary of reports to council for discussion.
- m) June 2015
  - i) Council and CSI work with the Office of Rural Health on survey to PCMHs on the positions they use, job descriptions, and workforce needs.
- n) July 2015
  - i) Continue developing PCMH workforce survey.
- o) August 2015
  - i) Finalize PCMH workforce survey.
  - ii) Additional education and promotion of the program to the public.
- p) September 2015

- i) Distribute PCMH workforce survey.
- q) October 2015
  - i) Revisit rules on quality measure reporting and payment standards.
- r) November 2015
  - i) Analyze results from PCMH workforce survey and discuss – CSI/council/Office of Rural Health.
- s) December 2015
  - i) Quality Metrics Subcommittee and the Payer Subcommittee meet to update template for the March 2016 report to CSI.
  - ii) Council reviews and discusses template for annual PCMH participant report due March 31<sup>st</sup>.
  - iii) Additional education and promotion of the program to the public.
- t) January 2016
  - i) The council reviews a revised draft template for the March report, giving final comments to CSI.
- u) February 2016
  - i) CSI distributes questionnaire for the March report to all provisionally qualified and qualified PCMHs on February 1<sup>st</sup>.
- v) March 2016
  - i) Report from all participating PCMH practices and payers due to CSI on March 31<sup>st</sup>.
  - ii) Legislative Subcommittee works with CSI to create a template/outline for the CSI report to the legislature.
  - iii) Council reviews and recommends template/outline for the report to the legislature.
- w) April 2016
  - i) CSI drafts initial draft report of the Montana PCMH Program due to the legislature September 2016 for the Legislative Subcommittee to review.
  - ii) Additional education and promotion of the program.
- x) May 2016
  - i) CSI presents summary of 2016 reports to council for discussion.
  - ii) Council reviews draft report to legislature and gives feedback to CSI.
- y) June 2016
  - i) Council reviews draft report to legislature and gives feedback to CSI.
- z) July 2016
  - i) Council reviews draft report to legislature and gives feedback to CSI.
- aa) August 2016
  - i) CSI finalizes report to the legislature.
  - ii) Additional education and promotion of the program.
- bb) September 2016
  - i) Commissioner Lindeen presents report on the PCMH program to the Children, Families, Health, and Human Services Interim Committee by September 30, 2016.