

The Montana Patient-Centered Medical Home Stakeholder Council Work Plan Outline

**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.

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 16th 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 1st 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 11th.
 - 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 20th 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.
- c) August 2014
 - i) CSI files the proposed rule on quality measure reporting on August 11th 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 October 1st to provide comment to CSI on the draft rule on payer standards. The formal comment period will begin after the proposed rule is filed on October 27th.
 - iv) Continue developing the council's work plan.
 - v) CSI revisits formal application for qualified and provisionally qualified practices and makes further edits.
- d) September 2014
 - i) Stakeholders submit preliminary ideas for the March 2015 report to CSI staff via email.
 - ii) The council reviews updated version of work plan/timeline. Finalize charter and mission statement.
 - iii) The council reviews the second draft of payer rules and discusses accompanying instructions.

- iv) Continue discussing quality metric reporting guidelines – including reports from CSI’s conversations with national data experts, explanations on data use, and reports from subcommittee meeting with hospital data staff.
- v) The council reviews and makes final comments on the comprehensive application for practices.
- vi) September 29th, CSI distributes comprehensive application to all qualified and provisionally qualified practices with a return deadline of October 29th.
- vii) The council hears an update from Medicaid and other payers on new programs.
- viii) Discuss council member appointment process and letter of interest.
- e) October 2014 (3-hour council meeting, last meeting of the 2013-2014 council)
 - i) CSI files the proposed rule on payment standards on October 27th, beginning the 30-day public comment period.
 - ii) Council discusses content of March 2015 report.
 - iii) The council reviews and discusses edits made to quality metric reporting guidance.
 - iv) Continue developing council’s work plan.
 - v) CSI follows-up with practices on comprehensive application.
 - vi) The proposed rule on quality metric reporting becomes final.
 - vii) Council members must be appointed by the commissioner October 15th.
- f) November 2014
 - i) Council hears update from Medicaid on their pilot that may launch in the fall of 2014.
 - ii) The council continues discussing March 2015 report..
 - iii) CSI presents a summary of the information collected from PCMHs in the comprehensive application to the council.
 - iv) Practices needing an extension on their provisional qualification must submit an application for extension to CSI by December 29th.
- g) December 2014
 - i) All medical practices that submitted provisional qualification applications in December 2013, 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) CSI meets with payers regarding letters of intent.
 - iii) New council updates work plan.
 - iv) CSI presents updated summary report of application data.
 - v) Council continues discussion of March 2015 report, begins drafting a template that would acquire data on PCMH aspects that are not addressed in the application or the quality metric report.
 - vi) Speaker Karl Rosston addresses the council on suicide prevention.
 - vii) CSI submits request for technical assistance through the Robert Wood Johnson Foundation’s State Health Value Strategies Program.
- h) January 2015
 - i) Payers that currently have a medical home or PCMH component in their provider contracts or in insurance contracts issued to Montana residents shall submit a letter to the commissioner describing their method of compensating providers no later than January 1, 2015.

- ii) Payer and Quality Metrics Subcommittees must submit finalized reporting guidance for the utilization measures and quality measures to the council for review and approval at the January 21st meeting.
- iii) CSI and DPHHS incorporate final feedback from the council. CSI posts reporting guidance
- iv) CSI consults with a small work group on potential consultants to secure through the Robert Wood Johnson Foundation State Health and Value Strategies (RWJF-SHVS) Program.
- v) CSI secures Dr. Nancy McCall of Mathematica Policy Institute through the RWJF program and she is introduced at the January council meeting.
- i) February 2015
 - i) CSI reports to council on data submission progress.
- j) March 2015
 - i) Annual Report from all participating PCMH practices and payers due to CSI on March 31st.
 - ii) Annual Report from all participating PCMH payors due on March 31st.
 - iii) Quality measure data due to CSI from all PCMHs on March 31st.
 - iv) Utilization measure data due to CSI from all participating payers on March 31st.
 - v) Council forms an Education Subcommittee, they hold their first meeting, and develop a work plan with specific deliverables and deadlines for education to providers and patients on the Montana PCMH Program.
 - vi) Payor Subcommittee considers feedback from Mathematica on utilization measure guidance.
- k) April 2015
 - i) Education Subcommittee and the council review initial drafts of education materials
 - ii) Quality Metrics Subcommittee considers feedback from Mathematica on guidance.
 - iii) CSI and DPHHS report to council on data submission process and preliminary analysis.
- l) May 2015
 - i) David Kendrick of the Oklahoma Health Information Exchange does an in-person demonstration on May 20th.
 - ii) Dr. Nancy McCall of Mathematica attends the council's in-person meeting and presents a usability analysis of the quality metric data, a usability analysis of the utilization data, and provides consultation on strategies for incorporating data into a meaningful evaluation and public report.
 - iii) Council reviews revised versions of education materials with graphics and text.
 - iv) Discuss how to use 2015 baseline data for 2016 report to legislature.
- m) June 2015
 - i) Discuss how to use 2015 baseline data for 2016 report to legislature.
 - ii) Quality Metrics committee finalizes edits to specifications on blood pressure and A1C and continues immunization discussion.
- n) July 2015
 - i) Discuss how to use 2015 baseline data for 2016 report to legislature.

- o) August 2015
 - i) Revisit rules on quality measure reporting and payment standards.
 - ii) Distribute education materials to provider offices
- p) September 2015
 - i) **CSI researches funding options for Independent Study consultant**
- q) October 2015
 - i) Revisit rules on quality measure reporting and payment standards.
 - ii) **Form Independent Study work group.**
- r) November 2015
 - i) Re-application/ **(Progress Update)** from all PCMH practices.
- s) December 2015
 - i) Quality Metrics Subcommittee and the Payer Subcommittee meet to update template for the 2016 Annual report to CSI.
 - ii) ~~Council reviews and discusses template for annual PCMH participant report due March 31st.~~
 - iii) **Update stakeholder council on Independent Study**
 - iv) Additional education and promotion of the program to the public.
- 2016**
- t) January 2016
 - i) The council reviews a revised draft template for the Annual Report, giving final comments to CSI. *(Done)*
 - ii) **CSI distributes Payor and Provider Annual Reports.**
 - iii) **CSI distributes Quality Metric and Payor Guidance.**
 - iv) **Begin initial planning on provider education; form subcommittee.**
 - v) **Independent Study work group selects a consultant**
 - vi) **CSI continues administrative assistance to Independent Study work group.**
- u) February 2016
 - i) **CSI reports to council on data submission progress.**
 - ii) **Independent Study work group works with consultant** ~~Legislative Subcommittee works with CSI~~ to create a template/outline for the CSI report to the legislature.
 - iii) **Continue work on provider education.**
- v) March 2016
 - i) Annual Report from all participating PCMH practices and payers due to CSI on March 31st.
 - ii) **Quality measure data due to CSI from all PCMHs on March 31st.**
 - iii) **Utilization measure data due to CSI from all participating payers on March 31st.**
 - iv) **Independent Study work group continues to work with consultant**
 - v) Council reviews and recommends template/outline for the report to the legislature.
- w) April 2016
 - i) ~~Consultant~~ **CSI** drafts initial draft report of the Montana PCMH Program due to the legislature ~~August~~ **September** 2016 for the **Independent Study work group** ~~Legislative Subcommittee~~ to review.
 - ii) **CSI begins work on draft 2016 Public Report**
 - iii) Additional education and promotion of the program.

- x) May 2016
 - i) CSI presents summary of 2016 **QM and utilizations** reports to council for discussion.
 - ii) Council reviews draft **Independent Study report** to legislature and gives feedback to **consultant/CSI**.
 - iii) **CSI continues internal review of 2016 Public Report**
- y) June 2016
 - i) Council reviews draft report to legislature and gives feedback to **Consultant/CSI**.
 - ii) **Council reviews and approves final draft and CSI distributes 2016 Public Report**
 - iii) **Council develops Best Practices document/newsletter**
- 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) Commissioner Lindeen presents report on the PCMH program to the Children, Families, Health, and Human Services Interim Committee by **August 25, 2016**
~~September 25, 2016.~~
 - iii) Additional education and promotion of the program.
- bb) September 2016
- cc) October 2016
- dd) November 2016
- ee) December 2016