

**State of Ohio**  
**MACSIS System Implementation**  
**Project and Operations Planning Meeting**  
**December 6, 2001**

**MINUTES**

**Present:**

P. Eichner, A. Bergefurd, J. Wiant, J. Hughes, D. Day, Jp. Martin, W. Hull, S. Doklovic, J. Fraser, L. Daniele, K. Cluggish, M. Herrel

**Call In:**

K. McCloskey, K. Schwartz, C. Fratalone, K. Taylor, R. Yeley, P. Coates, P. Garretson, C. Freeman, J. Howard, P. Quinn, T. Chambers, J. Dillion, A. Parker, L. Clay, B. Hefner, D. Dunn, L. Bosserman, H. Thomas, S. Baker, T. Becker, S. Kirschner, C. Neff, J. Raab, C. Muth

**Prepared By:**

Peg Eichner

**Topics Discussed:**

- Unscheduled Downtime Notification
- Holiday Production Schedule
- Project Updates
  - HIPAA
  - BTAC
- User Group Updates
  - Member
  - Claims
  - MIS
  - BH Module
  - Finance
  - Outcomes
- Global Issues

**Discussion/Decisions:**

1. **J. Wiant requested the boards instruct their operational staff to read their e-mails before they sign-on to MACSIS to ensure they are aware of unscheduled system problems.** He also asked the boards to provide J. Martin a list of names and email addresses for staff personnel who routinely sign-on in the early morning, so they can be specially notified of issues. J. Martin assured the boards that the email addresses would be included on a special "system problem" notification list, so the staff would not be bombarded with other MACSIS-related emails.
2. **L. Daniele reviewed the holiday production schedule:**

- Hublink/Claim Edit/Post – These functions will not be run between the dates of Sunday, December 23<sup>rd</sup> and Wednesday, December 26<sup>th</sup>. Production will resume Thursday, December 27<sup>th</sup> in the morning and will continue throughout the week of New Year's.
- AP/Check Run/Post - These functions will continue to run on schedule both holiday weeks. Remittance advices will also be created on Monday, December 24<sup>th</sup> and December 31<sup>st</sup>.
- Board Extracts and Double-Loop Files – These will be produced per their normal schedule.

### 3. W. Hull provided an update on HIPAA:

- Senate and House Bills to Delay HIPAA EDI – Two different bills have been passed (one in the Senate and one in the House) which would delay the implementation of HIPAA EDI requirements for one year (i.e., until October 2003). Items attached to both bills must be reconciled prior to final approval. For example, the house bill requires covered entities to submit formal plans to request extension by one year, where the Senate bill does not. Neither bill provides any extension on the HIPAA privacy guidelines. Both Departments (ODMH/ODADAS) are planning to continue their EDI preparation efforts as rigorously as before and hope boards and providers do the same. If a joint bill is agreed to, HCPCS codes will not be implemented for MACSIS billing until July 2003. W. Hull noted there is some discussion of whether or not the Departments will provide a clearinghouse function (i.e., accept the 1500 NSF files) if the deadline is extended.
- MH Procedure Codes – Feedback from the recently held NASMHPD conference indicates that NASMHPD plans to resubmit MH HCPCS codes for approval early February and to have them approved by CMS (HCFA) by the third week in February 2002. Therefore, final codes will not be available any sooner than March 2002 most likely.
- ODADAS Terms and Definitions – An updated document was distributed to the POP team to provide them the latest terms and definitions for AOD services. The terms and definitions have been updated from the version currently on the MACSIS website. (W. Hull has notified D. Swank to update the website.) The document also cross-references the current MACSIS procedure codes to the future HCPCS codes.
- Additional Guidance for Privacy/Security Policies and Procedures – S. Kirschner asked if guidance will be provided by the State to assist boards in working through HIPAA-related issues, such as determining if business associate agreements will be needed with all providers (not just contracting providers) due to the way out-of-county claims flow. J. Wiant responded the Statewide committees are working on the business associate agreement templates and other similar documents. Hopefully, they will have deliverables shortly after the first of the year. Security guidelines have not been finalized, so the deadlines for implementation will extend beyond October 2002. J. Wiant felt it was likely that future clarifications on the security requirements will soften the restrictions. J. Wiant also instructed S. Kirschner to contact J. Franke for specific documentation on the State law preventing access to BH/Outcomes data with client-identifying information.
- Third Party Agreement (TPA) Examples – P. Eichner is working on submitting a draft TPA to the Statewide HIPAA Policy and Procedure Committee to use as a starting point for discussion. Please email her if you come across good examples of TPA's.

### 4. P. Eichner reported the BTAC MACSIS Issues Team will be meeting next Wednesday, December 12<sup>th</sup> to tackle the issue of producing consistent provider reports. She encouraged members of the ad hoc team to attend and hoped this will be the last or next to the last meeting needed to wrap up all issues.

5. **J. Wiant discussed plans to roll-out the MACSIS data warehouse for claims and member data (in non-client-identifying form) after the first of the year.** Resources to conduct the roll-out are limited, which is hampering progress; however, the goal is provide access to the data as soon as possible. Further discussions are needed with ODADAS to include AOD services. Both Departments will be soliciting boards' input on how best to roll access out with limited resources. Conceptually, inclusion of BH/Outcomes data will be added in the future.
6. **J. Raab provided an update on Member Issues:**
  - Enrollment Patterns by Board - Two spreadsheets were distributed to the boards this morning which includes statistics on the number of clients with "EDUP's" (i.e., duplicate enrollment records) and invalid social security numbers. The reports will be enhanced in the future to include percentages. J. Wiant hoped the reports would help boards identify where improvements in matching clients to existing enrollments are needed.
  - Member and Board Procedure Manual - Distribution of an updated version of this manual is pending finalization of the recommendations being proposed by the BTAC MACSIS Issues Team related to enrollment functions.
7. **K. McCloskey reported soliciting feedback from members on future Claims Users Group Meeting topics and on the number of new members needing training.** The next meeting may be held in January, depending on the feedback received.
8. **W. Hull emphasized the importance of boards more actively participating in the BH Module Focus Group Conference Calls and tracking their provider's status on the website.** If the board's providers are not participating, he encouraged the boards to "put on the heat".
9. **Jp. Martin provided an update on MIS-related issues:**
  - Archive of FY 99 Claims Data - MOM will be attempting to finish the archive of FY 1999 data this weekend. A broadcast will be sent if it completes successfully. Last week's attempt to do this was partial, aborted by a power hit on a GOSIP line. Hopefully, there will be no problems this weekend.
  - Board Extract Files - The files produced the weekend of December 1<sup>st</sup> include all claims (i.e., FY 1999 claims). The files to be produced this weekend (December 8/9) will not include the portion of FY 1999 claims which were archived prior to the power hit. Regardless, J. Martin will be creating a special extract file to include all FY 1999 archived claims, once they have all been successfully archived.
  - Quarterly DAS Maintenance - DAS informed ODMH/ODADAS that they will be using their quarterly maintenance schedule time on Sunday, December 16<sup>th</sup>. MACSIS will be off-line from 6 a.m. to noon on December 16<sup>th</sup>.
10. **J. Wiant reported MOM is still continuing its efforts to upgrade the test environment with the various Diamond releases needed to become HIPAA-compliant.** The costs for upgrading have been approved and training of end-users will be required for version 6.0 and 7.0. They will be working with the boards to schedule this training in the future. J. Martin noted database changes will occur in versions 6.0 and 7.0, but new front-end processing and reporting will be under version 8.0 (due out April 2002). New claim reports under these versions have not been published by HSD yet and are not anticipated to be available until January 2002 at the earliest. The user-side of the Diamond 725 product itself will remain Telnet/ASCII (not upgraded to GUI).
11. **C. Neff provided an update on the Finance Issues:**
  - Medicaid Reconciliation for FY 1998 - The Finance Team discussed this issue at their last meeting. It was agreed that the payment retraction process would remain the same,

with the exception that deductions will only be taken back from the board who has the contract with the provider. M. Herrel noted letters regarding the FY 1998 process will be distributed within the next two weeks telling providers what they owe back. The option will still exist for providers to remit a check to avoid electronic remittance advice deductions.

- ODMH/ODJFS Interagency Agreement – The agreement, which includes language permitting boards to deny claims over 320 days, is being held up due to outstanding issues with crossover claims. A meeting regarding the crossover issues was held this week, but further discussions are needed.
- Other Issues Being Discussed - Women's Setaside, Claim Reversal Process (ODADAS), Proposed HCPCS Codes Effect on Contracting. C. Neff asked for a copy of what is proposed in February for MH codes, even though the team understands those codes would not be final.

**12. S. Doklovic reported the following on Outcomes Issues:**

- Reporting – The Outcomes Team hopes to be a part of the future MACSIS data warehouse, as resources permit. In the meantime, once more Outcomes data is gathered, the team would be glad to develop reports to the extent they can. Emily Bunt is forming a team to assess what types of reports would be useful for the boards.
- Production Efforts – The Outcomes Team is working with J. Fraser and J. Martin to implement the production programs for processing outcome files. The target date for implementation is late next week, barring any programming problems.
- File Rejection Error Codes – If a board has a rejected outcomes file, an extension on the file name will indicate the type of file error. A list of the error codes and corresponding descriptions will be posted on the Outcomes website.
- Nomination Forms – Nomination forms will be posted on the web and are due by December 28th. You can nominate yourself or others.

**13. J. Hughes provided an update on old AOD claims submitted to ODJFS, which have not been returned.** The ODADAS file sent on August 3<sup>rd</sup> to ODJFS appears to not have been processed. J. Hughes will be resubmitting the file to ODJFS. He also attempted to escalate a response to the unreturned AOD claims which were submitted to ODJFS in September 1999.

**14. J. Wiant opened discussion on board global issues:**

- Claims with "F" Status (Lorain MH) – C. Neff raised concerns about claims which were finalized and paid in MACSIS, but later reversed and the reversals were not process since those were thrown into "F" status. J. Hughes will re-address this issue at the next MOM meeting.
- Medicaid Retroactive Eligibility Reports (Franklin) – J. Raab targeted the production of the next series of reports for January 2002.
- ODADAS Terms and Definitions (Franklin) – W. Hull stated he is still accepting feedback on these terms and definitions, if boards have input.
- Services Provided to Children in Detention Centers (Franklin) – M. Herrel clarified that Medicaid claims cannot be paid for a child in a detention center, if the child has been adjudicated (i.e., these kids are considered in the penal system). If the child is being held in the detention center for psychological or safety reasons only, claims can be paid. M. Herrel needs to further clarify guidelines for billing for children in a pre-adjudication status.

**Next Meeting:**

January 10, 2002, from 9 a.m. to 11 a.m. in Room 806A of the State Office Tower. The call-in phone number is 614-644-1098.