STATE OF MARYLAND
DHMH

Office of Health Services
Medical Care Programs

Maryland Department of Health and Mental Hygiene
201 W. Preston Street • Baltimore, Maryland 21201
Martin O'Malley, Governor – Anthony G. Brown, Lt. Governor – Joshua M. Sharfstein, Secretary

MARYLAND MEDICAL ASSISTANCE PROGRAM
Hospital Transmittal No. 230
September 11, 2014

TO: Maryland Hospitals

FROM: Susan J. Tucker, Executive Director
Office of Health Services

Debbie Ruppert, Executive Director
Office of Eligibility Services

RE: Hospital Presumptive Eligibility Program Implementation

NOTE: Please ensure that the appropriate staff members in your organization are informed of the content of this transmittal.

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The Affordable Care Act (ACA) allows qualified hospitals to make "presumptive eligibility" determinations for Medical Assistance (MA) based on basic, self-attested income and demographic information. The Maryland Department of Health and Mental Hygiene (the Department) plans to implement the Hospital Presumptive Eligibility (HPE) Program effective October 2014.

HPE OVERVIEW

HPE provides temporary MA, with full MA benefits, to the ACA populations – children, parents, single adults under 65, and pregnant women. This eligibility is temporary, and hospitals should, whenever possible, file the complete MA application simultaneously. HPE enrollees are not enrolled in managed care organizations (MCOs) until they receive a full MA determination.

If approved, the temporary HPE coverage begins on the date the hospital submits the application, and ends on the last day of the month following the HPE determination. For example, if the hospital submits an application on September 10th, the approved applicant is eligible from September 10th through October 31st. HPE coverage will end earlier if the applicant applies and is found eligible for full MA coverage. Transitioning from HPE coverage to full MA coverage will have no impact on services available to the applicant.

HPE workers must be hospital employees, not third party contractors. Only hospital employees may determine eligibility for HPE and enter the application into eMedicaid. HPE workers must attend required HPE trainings and pass an HPE knowledge test prior to submitting HPE applications.

Generally, applying for HPE will involve an HPE worker gathering basic eligibility information from the applicant, submitting the information through the eMedicaid portal, giving the applicant the approval or denial letter and then preferably assisting the applicant with completing a full MA application prior to leaving the hospital.

Please note that all MA requirements, such as preauthorization and utilization review criteria, are also applicable to HPE enrollees.

NEXT STEPS FOR HOSPITALS

Due to hospitals' familiarity with eMedicaid, the Department developed a new eMedicaid portal for qualified hospitals to input basic information necessary for HPE determinations. After hospitals complete required forms and trainings to participate, the Department will give the qualified hospitals access to the new eMedicaid HPE portal on or near November 1, 2014.

Hospitals must complete and submit an HPE Agreement. Hospitals that submit the completed HPE Agreement by September 26, 2014 will be invited to the first training in October and will be part of Phase One eMedicaid implementation. Hospitals that submit the completed HPE Agreement by October 10, 2014 will be invited to attend the second training offered in late October and will be part of Phase Two eMedicaid implementation. The Department will provide guidance on our website, dhmh.maryland.gov/hpe, for trainings available to hospitals that submit the HPE Agreement after October 10th.

An authorized Hospital representative must sign the HPE Agreement. For the purposes of the HPE Agreement, an authorized Hospital representative must be the: (1) Hospital Chief Executive Officer; (2) Director of Patient Accountability; (3) Director of Finance; or (4) any other individual provided with express authority to sign the agreement by the hospital's governing board.

The Department will contact the hospital's HPE Primary Contact identified on the HPE Agreement to share information with HPE Staff regarding required HPE training dates and instructions.

In addition to the HPE Agreement, the hospital eMedicaid Administrator must grant access to each hospital employee (HPE worker) who intends to make HPE determinations. The HPE worker will need their unique eMedicaid User ID to complete required training and testing. Only direct hospital employees are allowed to enter applications into eMedicaid, not third-party contractors. The hospital's eMedicaid Administrator can either: (1) create a new eMedicaid User ID for hospital employees who have never used eMedicaid before granting access to the HPE portal; or (2) grant access to the HPE portal to hospital employees who either currently have, or have had in the past, other eMedicaid functions.

Prior to submitting HPE applications through eMedicaid, all HPE workers must attend an online training and pass an HPE knowledge test. HPE workers will see an "ERROR" message if they submit HPE applications prior to the Department verifying a "pass" on the knowledge test.

Please submit the HPE Agreement to dhmh.HPE@maryland.gov. Once the Department processes the completed HPE Agreement,, you will receive an email confirmation from dhmh.HPE@maryland.gov with additional information, including more details regarding training for hospital HPE staff. The HPE Agreement is available at dhmh.maryland.gov/HPE under "Resources for Providers".

Questions regarding this transmittal should be directed to dhmh.hpe@maryland.gov . Additional information about the HPE program can be found at dhmh.maryland.gov/HPE.