



**Department
of Health**

Medicaid
Redesign Team

MAPP HHTS Implementation Preparation

March 1, 2016

IMPORTANT MAPP HHTS DATES

- **February 24, 2016** – MCP/HH workers granted access to MAPP HHTS file testing
 - Contact MAPP Customer Care Center with any questions/issues
- **March 1, 2016** – New users will no longer be added to the current HHTS
- **March 13, 2016 by 5:00 PM** – Last opportunity to:
 - Upload information to the current HHTS
 - Download information from the current HHTS
 - Access the Member Look-up Function
- **March 23, 2016** - MAPP HHTS Implementation Date
- **March 29, 2016** – Last day to report any conversion issues to DOH (additional instructions will be provided prior to 3/23/16)

MAPP HHTS Implementation Preparation Tasks

- **Submit all MCP/HH contracts.** Any MCP/HH relationship that is not documented with an approved contract with DOH will not be able to work together in MAPP HHTS until their contract is submitted, approved by DOH, and recorded in MAPP HHTS.
- **Submit HH/CMA BAA documentation.** Any HH/CMA relationship that is not documented with DOH with the appropriate BAA documentation will not be able to work together in MAPP HHTS until the BAA documentation is received, approved, and recorded in MAPP HHTS.
- **Complete all available training** - contact MAPP Customer Care Center if you have any questions about accessing training.
 - (518) 649-4335 OR MAPP-CustomerCarecenter@cma.com
- **Download** final Assignment, Enrollment Download, and Partner Network files from current HHTS

MAPP HHTS Tasks – BLACKOUT PERIOD

- The current HHTS will stop accepting file uploads as of 5:00 pm on 3/13/16.
- That means that from 5:00 pm on March 13, 2016 to 9:00 am March 23, 2016, you will not be able to submit to DOH Health Home member tracking, assignment, or billing roster information.
- As of March 13, 2016, the current HHTS will no longer be accessible **TO ANY USERS IN ANY CAPACITY.**
- To confirm that your assignment, segment, and partner network information was correctly converted, **you must download your assignment file, your enrollment download file and your Partner Network download file after your last file submission NO LATER THAN THE MARCH 13, 2016 BLACKOUT PERIOD.**

MAPP HHTS Tasks – BLACKOUT PERIOD

- If you **NEED** to exchange billing roster information during the blackout period to avoid cash flow issues, then that billing information **MUST** be exchanged outside of the system in a secure HIPAA compliant manner **DURING THE BLACKOUT PERIOD ONLY.**
- **Once the MAPP HHTS goes live on 3/23/16, all billing information MUST be exchanged FOR ALL MEMBERS using the MAPP HHTS Billing Support function.**
- During the blackout period, it is important that you use caution when working with new members. To avoid working with a member that is already associated with another Health Home during the “blackout” period, **you should reach out to other Health Homes in your region to come up with a “blackout” plan to facilitate Health Home communication to ensure that two Health Homes do not start working with the same member during the blackout period.**

MAPP HHTS Training, Access, and Use Questions

- For all MAPP HHTS training, access, file testing, and use questions, please contact MAPP Customer Care Center at:
 - (518) 649-4335
 - MAPP-CustomerCarecenter@cma.com
- For Health Home Program or Policy questions:
 - (518) 473-5569
 - Submit email:
https://apps.health.ny.gov/pubdoh/health_care/medicaid/program/medicaid_health_homes/emailHealthHome.action