



MEDICAID ADMINISTRATION

Annual Report to the Governor and Legislature

December 2017



Section 6 of Part F of Chapter 56 of the Laws of 2012 authorized the State to transfer responsibility for the administration of the Medicaid program from Local Departments of Social Services (LDSS) to the Department of Health (Department). The Department may accomplish the assumption of administrative responsibilities with state staff, contracted entities, and contracts with counties.

The legislation requires the Department to submit an annual report to the Governor and Legislature beginning December 2012 and continuing until the year after full implementation. This annual report provides an update on the status of the activities the state has undertaken to assume Medicaid administrative functions. It will also describe the plan and timeline for the assumption of additional functions.



In 2017, the state processed nearly 3.2 million Medicaid eligibility determinations/enrollments. In addition to processing new applications, NY State of Health also handled all activities associated with these enrollees, including enrollment in health plans, processing life status updates and changes, reimbursing for medical bills, replacing benefit cards, pursuing third party coverage, and processing renewals. Apart from eligibility determinations, the State administration of transportation management and managed long-term care are statewide. The chart below shows the increase in the volume of eligibility determinations/enrollments assumed by the state in 2017.

Table 1: Volume of Medicaid Eligibility Determinations/Enrollments Processed by the State

	2015	2016	2017
	Annually	Annually	Annually
Modified Adjusted Gross Income Applications/Renewals	2,129,000	2,837,000	2,844,000
Enrollment Center Renewals ¹	275,500	142,000	0
Family Planning Benefit Program	33,500	35,000	41,900
Auto Renew Aged, Blind and Disabled	66,000	73,000	72,000
Managed Long Term Care	158,000	170,000	209,000
Total	2,662,000	3,257,000	3,166,900

¹ All renewals previously processed by the Enrollment Center are now processed by NY State of Health.

The report is organized into six sections:

- *Centralized Eligibility Determinations*
- *Modernized Medicaid Eligibility System*
- *Status of Administrative Functions Assumed in Prior Years*
- *Functions Remaining with Counties in 2015*
- *Financing Medicaid Administration*
- *Delays in Medicaid Administration*

Finally, the report concludes with a timeline for State Administration of Medicaid.

New York State of Health, the state's health plan marketplace, centrally processes eligibility and enrollment for MAGI Medicaid², the Children's Health Insurance Program, Essential Plan, Advance Premium Tax Credits (APTC), Cost-Sharing Reductions, and unsubsidized purchases of Qualified Health Plans. Applicants can apply online, by phone, by mail, and in-person.

Marketplace Medicaid Enrollment

From January 1, 2014 to October 2016, NY State of Health determined 2.8 million individuals eligible for Medicaid. Despite transitioning approximately 250,000 enrollees from WMS to NY State of Health, Medicaid enrollment in NY State of Health remained flat from 2016 to 2017. New Medicaid enrollments have declined and some Medicaid enrollees transitioned to Essential Plan at renewal.

Of these 2.8 million Medicaid enrollees, 9 percent were eligible for the newly expanded eligibility level between 100 to 138 percent of the federal poverty level. The remaining 91 percent of Medicaid enrollments were for individuals previously eligible, but not enrolled, or past enrollees who experienced a gap in coverage and enrolled as new applicants.

Approximately 49 percent of Medicaid enrollees are adults between the ages of 18-64 and 51 percent are children under age 18. Approximately 53 percent of the Medicaid enrollments are from New York City, 10 percent from Long Island, and the remaining 37 percent from other counties throughout the state. A higher proportion of enrollees are from counties outside New York City in 2017 than in 2016 due to the transition of the MAGI population from 37 upstate counties to NY State of Health during 2017.

Medicaid enrollment in NY State of Health is diverse. About 35 percent of enrollees report they are white, 11 percent African American, 3 percent Chinese, 5 percent Asian Indian or other Asian, and 4 percent other races. Nearly 42 percent of all enrollees do not provide their race. In terms of ethnicity, 82 percent of enrollees do not provide an ethnicity. 18 percent report being Hispanic.

Until eligibility for the entire Medicaid population can be processed in a modernized eligibility system, new applications for the MAGI population will be processed by the NY State of Health and new applications for the non-MAGI population will be processed by the LDSS in the Welfare Management System (WMS). The state has worked with the counties to develop a referral process for applications that originate in the wrong place to ensure the eligibility is determined in a correct and timely manner. Individuals applying on the NY State of Health website, who indicate certain attributes are referred to the local district to have their eligibility for Medicaid coverage determined using non-MAGI eligibility rules.

As NY State of Health assumed responsibility for the application intake, eligibility determinations and renewals, it also assumed responsibility for processing changes in circumstances and several post-eligibility functions previously performed by local districts, such as pursuing payment from other health insurance (third-party liability) and processing requests for reimbursement of medical bills. In 2017, the state also completed the transfer of MAGI Medicaid enrollees from WMS to NY State of Health in 37 counties.

² MAGI refers to those populations whose eligibility is determined based on Modified Adjusted Gross Income (MAGI) household size and income rules.

Third Party Liability (TPL)

Individuals with third party health insurance (TPHI) are eligible for Medicaid; however, Medicaid is the secondary payer to the other coverage. The Department has a Third Party Liability unit to maximize payments by other insurance. By pursuing third party health insurance, over \$6.7 billion dollars in Medicaid payments were prevented this past year in New York State. The Third Party Liability (TPL) unit ensures available TPHI is recorded in the claims processing system and assesses the cost benefit of paying the premiums for the TPHI. The unit supports NY State of Health by managing the TPHI for its enrollees.

In 2017, the TPL unit handled approximately 29,057 requests from NY State of Health to verify third party coverage or to assess individuals for premium assistance. It has also updated over 208,000 TPHI records. Cost benefit analyses to reimburse group health insurance premiums have been completed for 1,395 accounts resulting in 781 commercial Health Insurance Premium authorizations covering 2882 consumers. In addition, 11,745 consumers have been determined eligible for premium payment for the Medicare Part B premium.

The unit also receives an average of 1,600 phone calls per month directly from consumers inquiring about their commercial and Medicare premium payments.

Reimbursement of Medical Bills

Medicaid rules provide for reimbursement of medical bills incurred in any of the three months prior to the month of the Medicaid application, if the individual is determined eligible for Medicaid for the month in which the bill is incurred. It also reimburses out-of-pocket medical bills incurred from the date of eligibility to the receipt of a CBIC card.

A unit established in the Department in 2014 examines and processes reimbursement claims for individuals found eligible in NY State of Health. In 2016, the unit examined nearly 14,000 reimbursement claims submitted by NY State of Health applicants and enrollees and 16,000 reimbursement claims as of October for 2017. The unit also communicates with medical providers to offer assistance on correct claim submission procedures to eMedNY.

Transition from WMS to NY State of Health at Renewal

For MAGI individuals who were enrolled in Medicaid prior to January 1, 2014, Medicaid eligibility determinations were renewed in WMS instead of being transitioned to NY State of Health. Beginning July 2016, MAGI individuals in WMS began to transition to NY State of Health at their renewal. This transition was completed in 2017 for 37 counties. The transition of the remaining upstate counties is scheduled for 2018 at an estimated rate of 21,000 individuals per month.

Customer Service Center

To ensure adequate access for consumers in need of assistance, the NY State of Health customer service center remains open Monday through Friday from 8am to 8pm and on Saturday from 9am to 1pm. Since the creation of the NY State of Health customer service center in October 2013, call center representatives have fielded nearly 18 million calls from individuals and families with questions about Medicaid, Child Health Plus, the Essential Plan (EP), Advance Premium Tax Credits (APTC), Cost-Sharing Reductions and Qualified Health Plans. In the first three quarters of 2017, this includes more than 7.5 million calls requiring assistance with updating consumer Marketplace accounts and details about program documentation requirements, the assessment of potential eligibility for public health insurance programs, and the provision of information about

how to apply, covered benefits, current coverage status and plan enrollment. In 2017, about 50 percent of these calls originated in New York City, with 10 percent from Long Island, and the remaining 40 percent from upstate counties.

In addition to ensuring that customer service representatives are available to consumers at convenient times, New York remains committed to providing access to quality assistance for those for whom English is not their primary language. As of October 2017, more than 740,000 consumers received help in their language of choice. For almost 80% of these calls, consumers were served directly by the NY State of Health's bilingual customer service staff in Cantonese, Haitian-Creole, Mandarin, Russian and Spanish. For the remainder of the non-English language calls, consumers communicated via three-way call with a "language line" interpreter and a NY State of Health representative.

Community-Based Assistors

Community-based assistors have historically played a significant role in helping low-income New Yorkers apply for Medicaid. In 2017, all new MAGI applications from trained community-based assistors were submitted to NY State of Health using the online application. Community-based assistors include In-Person Assistors/Navigators, Marketplace Facilitated Enrollers (health plans), Certified Application Counselors which encompass federally qualified health centers, hospitals, local departments of social services and other community-based organizations and Brokers.

The chart below lists the number of Navigators, Marketplace Facilitated Enrollers, and Certified Application Counselors trained, certified and registered on New York State of Health as of September 30, 2017. Navigators are community-based organizations that have contracts with the state to help individuals enroll in coverage. Certified Application counselors are trained by the state to assist individuals enroll, but do not have contracts with the state. Marketplace Facilitated Enrollers are health plan employees that are trained by the state to assist individuals with the enrollment and application process. The number does not include the approximately 3,800 brokers who have been trained to provide assistance.

Table 2: Number of Assistors by Type Listed Below Trained, Certified and Registered as of September 30, 2017

Type of Application Assistor	Total Number Trained, Certified and Registered as of 9/30/17
Navigators	510
Federally Qualified Health Centers (FQHCs)	366
Hospitals	1,323
Healthcare Providers	216
Local Departments of Social Services (LDSS)	176
Marketplace Facilitated Enrollers (FEs)	2,427
Other Organizations	520
Totals	5,538

Assistors submit approximately 70 percent of all applications received by NY State of Health. As of September 30, 2017, assistors enrolled 2.9 million individuals since 2014, with health plan facilitated enrollers and Navigators responsible for the largest number of enrollments. Medicaid enrollment accounted for 77 percent of total enrollments, with CHPlus at 6 percent and QHP enrollment at 5 percent. The remaining 12 percent of enrollments by assistors were in Essential Plan.

Impact of Essential Plan

In 2015, the State implemented the Basic Health Program, branded as the Essential Plan in New York. While not a Medicaid program, about 40 percent of the program's enrollment is comprised of individuals who would have been eligible for Medicaid prior to the implementation of the Essential Plan. It also transitioned responsibility for the eligibility determinations, renewals, and other case management functions for the prior Medicaid enrollees from the local districts to the State.

Essential Plan has been extremely successful. As of October 2017, 682,000 individuals were enrolled in Essential Plan through NY State of Health. The program also provided \$1.5 billion in savings to the Medicaid Global Cap in State Fiscal Year 2017-18.

During 2017, nearly all Essential Plan enrollees in WMS transitioned to NY State of Health. New York City WMS still has a small number of Essential Plan enrollees which will transition to NY State of Health throughout 2018.

The most important factor in the state's ability to assume Medicaid administrative functions is the development of a modernized eligibility system that automates the verification and determination of eligibility. The only way to achieve greater efficiency and reduce administrative costs is to significantly reduce paper applications/renewals and automate as much of the eligibility determination process as possible. The state assumption of Medicaid eligibility functions will proceed in parallel with the ability to automate eligibility determinations.

The eligibility system for the Individual Marketplace represents a major advancement in New York's Medicaid program. For the first time in the program's history, individuals can apply online or by phone and receive an eligibility determination in real time if their information can be verified through federal and state databases. The eligibility system automates the determination, enabling consistency and reducing errors. Consumers can also select and enroll in health plans and receive electronic communication about their eligibility and plan enrollment.

A major advantage of the new system is that it integrates eligibility for Medicaid, CHP, Essential Plan and tax credits for QHPs in a single system. The integrated approach allows entire families whose members may be eligible for different programs to apply on a single application and through one system. For example, nearly every family eligible for tax credits or Essential Plan will have children eligible for Medicaid or CHP. The integrated system also facilitates transitions between programs as circumstances change. No longer are families who meet the MAGI definition referred from one program to another, having to begin an entirely new application. Updates and changes that result in new eligibility can occur in the system and enrollees can be transitioned to another program without gaps in coverage. Eventually, once all Medicaid enrollees are in a modernized eligibility system, these same integrated transitions will apply to non-MAGI enrollees as well.

In 2017, the eligibility system added important functionality for Medicaid. The added functionality included improvements in:

- The transition of MAGI Medicaid enrollees from WMS to NY State of Health
- Referrals to Local Departments of Social Services
- Coverage initiation for newborns
- Use of state incarceration data instead of federal
- Reinstatement of Medicaid coverage prior to release from a NYS DOCCS facility
- Registration to be an organ donor
- Automation of the return mail process
- Reducing gaps in coverage when enrollees change programs at Life Status Changes or Renewal
- To force the closure of NYSOH coverage if the enrollee obtains coverage through WMS (e.g, cash assistance)

- Ability to create and change enrollment transactions
- Address validation
- Revising renewal notices and the documentation checklist for clarity

Work remains into 2018 and 2019 to complete the Medicaid MAGI functionality, enhance the system efficiency, and improve the user experience. Among the items in the pipeline are:

- Support for overlapping and more complex paths for eligibility and enrollment including, but not limited to, the ability of consumers to move between programs seamlessly as their eligibility changes at renewal, during special enrollment periods, or when they reach a milestone age (e.g., age 19 or age 65)
- Improve system efficiency and increase capacity to assure the surge in volume from the WMS transition can be managed
- Improve the transition from WMS to NY State of Health to reduce gaps in coverage and auto-enroll into prior managed care plan
- Implement required federal hub modifications including paperless submission of immigration verification documentation, and changes to the underlying automated verification (VLP) process
- Program integrity improvements
- Allow HARP enrollment through NY State of Health
- Add access to DMV information to verify identity
- Improve appeals processing
- Eligibility notice improvements
- Ability to select a primary care provider online for Medicaid.
- Improve support for eligibility determinations for the three month retroactive period
- Completion of Spanish automated notices and translation and development of notices in other languages.
- Implement enhancements in the enrollment transactions with insurers
- Improve the assistor dashboard
- The development of a separate path for presumptive eligibility

- Processing eligibility changes for inmates entering or leaving Rikers Island Correctional Facility

Once the functionality for eligibility determinations and enrollments for the MAGI Medicaid population is complete, additional functionality will be added, such as improvements to the eligibility worker interfaces and enhancements to the consumer experience. The development of the non-MAGI eligibility rules will be included in the Integrated Eligibility System (IES). Implementation will occur in phases following the procurement of a Request for Proposal.

Other Eligibility-Related Functions

- **Administrative Renewals for Aged, Blind and Disabled.** Administrative Medicaid renewals were completed statewide for individuals whose only source of income is from the Social Security Administration (SSA). In addition, outside New York City, administrative renewals have expanded to include individuals with pensions and the Medicare Savings Program (MSP) population with income from SSA benefits and/or pensions. Administrative renewals eliminate the need for the recipient to fill out a paper renewal application. The renewal is completed in an automated fashion and a notice is sent to the recipient informing him/her of the renewal and continued coverage. In 2017, approximately 72,000 administrative renewals were completed. The expansion of administrative renewals to the New York City MSP population will be dependent on the availability of systems resources in 2018.
- **Renewal Processing for Enrollees Permitted to Attest to Income Who Have No Resource Test.** The Department continued processing renewals for enrollees in New York's Medicaid and Family Planning Benefit Programs from 37 counties. The Department will assume responsibility for processing Medicaid renewals from the remaining upstate counties in 2018.
- **Processing Family Planning Benefit Program Applications and Renewals (FPBP).** During the past year, approximately 41,900 presumptive eligibility and FPBP applications have been processed by the Enrollment Center. FPBP renewals will continue to be processed through the Enrollment Center until this population is transitioned to New York State of Health.
- **Asset Verification and Real Property Resource Verification System.** In November 2014, the Department began development of an Asset Verification System (AVS) for use in verifying assets in banking institutions and conducting real property searches for individuals in the aged, certified blind or certified disabled category of assistance. Since the AVS queries both national and local banks and searches for real property nationwide, the AVS may identify assets and real property that might not otherwise be discovered through the eligibility determination process. Additionally, the electronic exchange of asset information provided through the AVS may assist local districts with asset documentation requirements. A web-based interface verifies currently owned assets, and assets that may have been sold or transferred during a 60-month look-back period for coverage of nursing home care. All Medicaid applications or requests for long-term care services for individuals whose eligibility is subject to a resource test may have assets verified through the AVS. The system will also verify assets for individuals renewing Medicaid eligibility. A pilot of the system began in early 2016 with several upstate local districts. Implementation of AVS for applications and requests for increased coverage was completed in April 2017 for all districts outside NYC, and will be expanded to include individuals renewing Medicaid coverage beginning in November 2017. For NYC, AVS will be implemented in phases, with the first pilot phase scheduled to begin in October 2017 for certain nursing home applications.

Medicaid Applications for Incarcerated Individuals-

New Medicaid applications for MAGI individuals who are incarcerated are processed by NY State of Health. Improvements to the system were made in August 2017 to allow individuals to leave state prison facilities with coverage and a Common Benefit Identification Card. These same improvements were made for individuals whose coverage is processed by the local social services district. The online application process through NY State of Health improves access to Medicaid for inpatient hospital stays and provides benefits upon release. As of October 2017, 14,736 incarcerated Medicaid enrollees had inpatient hospital only coverage on NY State of Health.

Disability Determinations.

The State Disability Review Team performs all disability determinations for Medicaid eligibility purposes for local districts outside New York City and for the Office for People with Developmental Disabilities. The State administration of the medical evidence gathering function of the disability determination process began in June 2016 as a pilot. Currently, the State is gathering the necessary medical evidence for disability determinations for 15 upstate local districts. The remaining upstate districts will be phased in through the 2017 and 2018 calendar years, followed by New York City.

State Assumption of County Medicaid Transportation Management

In 2011, the Department began phasing in the assumption of the management of Medicaid transportation, and consolidated management functions into six regions. The regional models consolidate local administrative functions, centralize specialized management expertise, and improve resource coordination – resulting in a more seamless, cost saving, and quality-oriented delivery of transportation services to Medicaid beneficiaries.

The Department contracts with two transportation management companies to arrange, prior approve, and coordinate Medicaid transportation statewide that assign transports at the most cost effective, medically appropriate mode for the beneficiary. LogistiCare Solutions, a national transportation management company is the current transportation manager for Long Island. Medical Answering Services (MAS), a Syracuse-based non-emergency medical transportation management company, manages Medicaid transportation in New York City and the three upstate regions. Both contractors, with Department oversight and guidance, have contributed to the development of an improved, cost effective Medicaid transportation infrastructure. This state management initiative has successfully consolidated local administrative functions, provided more consistent management expertise, improved Medicaid policy accountability, and provided better transportation resource coordination.

State administration has also improved service quality, provided faster responses to transportation access problems, including during natural disasters, and has resulted in better fraud and abuse identification and prevention.

Managed Long-Term Care

As of September 2017, approximately 209,000 individuals were enrolled in MLTC plans. The Department continues to see a significant increase in MLTC enrollment well after the initial mandatory migration. We are looking at all the factors that contribute to the increased growth, and are developing policy changes that ensure appropriate enrollment in MLTC plans.

The expansion of MLTC enrollment reduces the participation in programs managed by the LDSS, including the Personal Care Services Program, Personal Emergency Response Services, Consumer Directed Personal Assistance Program and the Long-Term Home Health Care Program. The responsibility for the LDSS to assess the need for community based long term care services and authorize the level and duration of services declines as enrollment in managed long-term care increases and the health plan assumes responsibility for managing the care.

The state's Medicaid managed care enrollment broker, New York Medicaid Choice (Maximus) enrolls and disenrolls MLTC participants and provides appropriate notices. Service authorization changes and fair hearing requests are issued by plans and monitored by the enrollment broker as well as DOH where necessary. We continue to track outcomes of Fair Hearings to inform both policy as well as guidance documentation.

The implementation of the Affordable Care Act and the MRT initiatives, along with the transition of functions from counties to the State represents significant change to Medicaid enrollees. The significance and speed of change requires a close partnership between the state and counties to manage the transition. Eligibility workers at the local level have been critical partners in reducing confusion and assisting enrollees in retaining coverage. In addition to assisting the state in implementing these changes with the least disruption to coverage and services, counties will retain responsibility for many functions until the state has developed more automated processes to support assuming the functions on a large scale, or for a longer period of time if the county chooses to contract with the state to continue to administer them. The functions that will remain with the counties during 2018 are largely the same as in 2017 and include:

- Providing in-person application assistance to MAGI applicants/enrollees, for counties that choose to retain this function;
- Continued renewal of remaining MAGI enrollees in WMS until they can be transitioned to NY State of Health;
- Assisting those who are denied Temporary Assistance for Needy Families (TANF) to apply for Medicaid and conducting separate determinations for non-MAGI applicants;
- Administering the spend down program;
- Processing applications and renewals for individuals who are aged, blind, or disabled;
- Medicare Savings Program (MSP) application processing;
- Conducting long term care (nursing home) and alternate-levels-of-care eligibility determinations and renewals;
- Processing eligibility determinations for individuals enrolling in MLTC;
- Processing applications and renewals for the Medicaid Buy-in for Working Persons with Disabilities program;
- Collecting documentation for disability determinations until this function is transitioned to the State;
- Handling eligibility for Social Security Income (SSI) cases, including separate determinations when an individual loses receipt of SSI; and
- Pursue recovery of Medicaid payments for recipients found to be ineligible.

The state will work with counties to phase-in the non-MAGI population to the New York State of Health. Counties may opt to contract with the state to retain responsibility for eligibility determinations for certain non-MAGI populations.

FINANCING MEDICAID ADMINISTRATION

Part F of Chapter 56 of the Laws of 2012 established a cap on county Medicaid administrative costs at State Fiscal Year 2011-12 appropriated levels. As outlined in this report, administrative functions associated costs previously handled by counties have been assumed by the State. The State Financial Plan assumed \$164 million in reduced LDSS claims under the administrative ceiling for FY 2018.

DELAYS IN MEDICAID ADMINISTRATION

The State assumption of Medicaid administrative functions is behind schedule due to delays in the System Integrator's ability to add the needed Medicaid functionality to NY State of Health. Functionality is expected to be added to the system in 2018 to enable the phased completion of the transition of the majority of the MAGI population in WMS to NY State of Health. Efforts are underway to explore options to accelerate the completion of the remaining MAGI functionality as well as the non-MAGI functionality. Until functionality is added to a modernized eligibility system, no additional functions can be shifted from the counties to the State.

State Medicaid Administration Timeline

2017

January 2017

- ✓ Added 9 counties to AVS
- ✓ Successfully re-procured Medicaid transportation management services in New York City at a significantly lower cost

February 2017

- ✓ Added 9 counties to AVS
- ✓ Open Enrollment Ended

March 2017

- ✓ Added 13 counties to AVS
- ✓ Added functionality to NY State of Health

June 2017

- ✓ Reinstated eligibility for justice involved individuals prior to release
- ✓ Added functionality to NY State of Health

July 2017

- ✓ Enhanced rules for referring 65 year old's to WMS

September 2017

- ✓ Added functionality to NY State of Health for open enrollment

October 2017

- ✓ Removed client attestation of Medicare enrollment and to accept data sources as verification of Medicare
- ✓ Added functionality to NY State of Health to further enhance the force close process for Medicaid enrollees on NY State of Health when coverage opens on WMS
- ✓ Began pilot of AVS in NYC

November 2017

- ✓ Open Enrollment Began
- ✓ Implemented AVS for renewals in all counties except NYC

December 2017

- ✓ Added functionality to NY State of Health

2018

- ✓ Initiate transition of MAGI Medicaid enrollees from WMS to NY State of Health in remaining upstate counties
- ✓ Develop a plan to phase in non-MAGI functionality into a modernized eligibility system
- ✓ Begin to define the system requirements for non-MAGI eligibility determinations
- ✓ Implement Asset Verification System in NYC for applications and renewals
- ✓ Add functionality to NY State of Health

2019

- ✓ Begin transition of MAGI Medicaid enrollees from WMS to NY State of Health in New York City
- ✓ Continue to define system requirements for non-MAGI eligibility determinations
- ✓ Draft contract/MOU template for local districts for long-term administration of certain Medicaid functions
- ✓ Reassess county interest in contracting with the state for Medicaid administrative functions
- ✓ Add functionality to NY State of Health