



HUMAN SERVICES
DEPARTMENT

Susana Martinez, Governor
Brent Earnest, Secretary
Nancy Smith-Leslie, Director

Letter of Direction #4

Date: December 31, 2018

To: Centennial Care 2.0 Managed Care Organizations (MCO)

From: Nancy Smith-Leslie, Director Medical Assistance Division *AM for NSL*

Subject: Nursing Facility level of care (NF LOC) extensions

Title: NF LOC Extensions

The purpose of this letter of direction (LOD) is to outline HSD's expectations for the MCOs regarding HSD's extension of NF LOCs in preparation for Centennial Care 2.0.

HSD has completed a NF LOC extension project for all existing long term care (LTC) members who have a NF LOC that will expire between August 1, 2018 and February 28, 2019. NF LOC extensions were completed by HSD to ensure that members do not experience a break in services due to Centennial Care 2.0 implementation. The following is a breakdown of extensions completed for three (3) LTC groups:

1. Full Medicaid Members;
2. Not Otherwise Medicaid Eligible waiver recipients (NOMEs);
3. Institutional Care (IC) residents.

August to October NF LOCs and Settings of Care (SOCs)

1. Full Medicaid COEs (i.e., 001, 003, 004, 100, 200)
 - a. Extended NF LOC and SOC date spans in **Omnicaid only to 02/28/19**
2. NOME COEs (090, 091, 092, 093, 094)
 - a. Extended the NF LOC and SOC date spans in **ASPEN and Omnicaid to 02/28/19**
3. IC COEs (081, 083, 084)
 - a. Extended the SOC date spans in **ASPEN and Omnicaid to 02/28/19**

November to February NF LOCs and SOCs

1. Full Medicaid COEs (i.e., 001, 003, 004, 100, 200)
 - a. Extended NF LOC and SOC dates spans for each month by 120 days in **Omnicaid only**
2. NOME COEs (090, 091, 092, 093, 094)
 - a. Extended the NF LOC and SOC date spans in **ASPEN and Omnicaid** each month by 120 days
3. IC COEs (081, 083, 084)
 - a. Extended the SOC date spans in **ASPEN and Omnicaid** each month by 120 days

- NF LOC packets for IC cases received **on or after 12/26/18** should not be processed by the originating MCO. The originating MCO will forward the packet to the receiving MCO for determination. Additionally, the originating MCO must communicate to the NF, via the Notification Form, that the NF LOC packet has been forwarded and identify the receiving MCO.

MCOs must continue to process, review and make NF LOC determinations for all LTC members. When the MCO is completing a NF LOC determination for a member whose NF LOC has been extended, the MCO must keep the original NF LOC date spans.

Example: NF LOC original dates were **08/18/17** to **08/17/18**.
 HSD extended the NF LOC to **08/18/18** to **02/28/19**.
 New NF LOC effective date on **08/18/18** to **08/17/19** (new begin date should follow original NF LOC begin date and should end 365 days later)

Reporting Requirements for Blue Cross Blue Shield (BCBS), Molina Healthcare (MHC), and Presbyterian Health Plan (PHP)

Upon issuance of this LOD, BCBS, MHC and PHP will receive a report of members who received a NF LOC extension for each of the timeframes described above (Aug to Oct and Nov to Feb). Each MCO is required to submit a weekly report to LTSSB on **Wednesdays by 12:00 noon**, indicating which NF LOC determinations have been processed/completed. The start date for reporting will be communicated to each MCO through the contract manager. MCOs must prioritize NF LOC completion beginning with the earliest extensions in August.

If a MCO finds that a member's NF LOC was extended, and should have been closed or was previously closed by the MCO, the MCO should send an appropriate NF LOC interface file to close the NF LOC and indicate the status on the weekly report to HSD.

For each member listed on the extension report, the MCO must indicate that the NF LOC was completed or closed and include the date completed by the MCO. If the NF LOC has not yet been completed, the MCO should leave the MCO update column blank.

Reporting Requirements for Western Sky Community Care (WSCC):

The week of December 3rd, WSCC will receive a list of members whose NF LOCs were extended and require an updated NF LOC determination. WSCC is required to review its membership upon receipt of the list of extensions and prioritize care coordination (CC) assignment to those members whose NF LOCs was extended. Western Sky will be required to submit a weekly report to LTSSB on **Wednesdays by 12:00 noon**, indicating which NF LOC determinations have been processed/completed. The start date for reporting will be communicated to WSCC through the contract manager.

If WSCC finds that a member's NF LOC was extended, and should have been closed or was previously closed by the MCO, WSCC should send the appropriate NF LOC interface file to close the NF LOC and indicate the status on the weekly report to HSD.

For each member listed on the extension report, WSCC must indicate that the NF LOC was completed or closed and include the date completed. If the NF LOC has not yet been completed, WSCC should leave the MCO update column blank.

Special Circumstances for all MCOs:

- Authorizations: The MCO should not extend service authorizations if the NF LOC is completed timely. The MCO can extend the authorization long enough to continue services and re-issue a current authorization to align with the extended NF LOC span until it can be completed.
- SDCB Budgets: The MCO should prorate the SDCB budget and create a partial care plan year, if the NF LOC is not completed timely.
- High NF: The SOC does not define high or low NF. The MCO can still issue an authorization for high or low NF for the specific time period as needed.
- SOC: MCOs must identify and correct any erroneous SOC for their current members. For example, when a member has full Medicaid and is receiving Community Benefits under a full COE and then loses his/her Medicaid, he/she receives an allocation and the SOC needs to be updated to reflect the waiver COE (ANW to ADB).

Reporting requirements for New Waiver and Medicaid Pending applications:

BCBS, PHP and MHC will also receive a monthly list of new Waiver and Medicaid Pending applications from LTSSB. The MCO must prioritize this list to ensure new applicants are receiving NF LOC determinations timely. MCOs must prioritize NF LOC completions beginning with the oldest ASPEN NF LOC triggers received. Each MCO is required to submit a weekly report to LTSSB on **Wednesdays by 12:00 noon**, indicating which NF LOC determinations have been processed/completed. The start date for reporting will be communicated to each MCO through the contract manager.

For each member listed on the New Waiver and Medicaid Pending report, the MCO must indicate that the NF LOC was completed and include date completed. If the NF LOC has not yet been completed, the MCO should leave the MCO update column blank.

WSPC will begin reporting on new Waiver and Medicaid Pending applications to LTSSB beginning in January 2019 and the begin date for reporting will be communicated through the contract manager.

This LOD will sunset on June 30, 2019.

Please contact Crystal Hodges at CrystalA.Hodges@state.nm.us or 505-476-7260 for questions related to this LOD.