



When to use MnCHOICES to conduct assessments and reassessments

As of 6-15-16

Updates

Changes to this document from the previous version dated 11/3/15 include:

- MSHO/MSC+: Clarified use of legacy tool and HRAs and updated the anticipated launch date for MSHO/MSC+.
- Families and Children: Clarified reimbursement for PCA assessments by MCOs.

Overview

The purpose of this document is to provide guidance to lead agencies (counties, tribes, and managed care organizations) about when to use MnCHOICES to conduct an assessment for a person and when to use a legacy tool for an assessment, e.g., Long Term Care Consultations, Personal Care Assistance Assessment, and Developmental Disability Screening.

Counties/tribes need to answer the following questions to determine if a MnCHOICES assessment is conducted.

1. Is the person currently enrolled in a Medicaid managed care organization (MCO)? If the person is enrolled, which program are they enrolled in?
2. Is the county/tribe responsible for conducting the MnCHOICES assessment, i.e., does the MCO have a contract with a county/tribe to provide care coordination that includes conducting assessments and providing support planning?
3. Where is the county/tribe in their implementation of the MnCHOICES Reassessment Rollout?

1. Is the person currently enrolled in a Prepaid Medical Assistance Program (PMAP)?

If the person is enrolled, which program are they enrolled in?

The three (3) Medicaid Managed Care Organization (MCO) programs are:

- Minnesota Senior Health Options/Minnesota Senior Care Plus (MSHO/MSC+)
 - Special Needs BasicCare (SNBC)
 - Families and Children (F/C)/PMAP
- **Minnesota Senior Health Options/Minnesota Senior Care Plus (MSHO/MSC+):** MSC+ is a mandatory prepaid Medical Assistance program for most people age 65 and older. MSHO is a voluntary Minnesota health care program for people age 65 and older who are enrolled in Medical Assistance (MA)

and Medicare Parts A and B. The MSHO/MS+ benefit sets include all medical assistance covered long-term services and supports¹. Each enrollee is assigned a care coordinator. MSHO/MS+ care coordinators will continue the current process in using the LTCC legacy tool and the health risk assessment (HRA). The anticipated MnCHOICES launch for MSHO/MS+ is to be determined.

Note: MSHO/MS+ care coordinators may be MCO employees or employees of another agency, such as a county/tribe or care system that the MCO contracts with to provide care coordination.

- **Special Needs BasicCare (SNBC):** SNBC is a voluntary managed care program for people with disabilities ages 18 through 64 who have Medicaid.¹ Enrollees may have a care coordinator or navigator to help them get health care and support services. The SNBC benefit set does **not** include home and community-based waivers: Community Alternatives for Disabled Individuals (CADI), Community Alternative Care (CAC), Developmental Disability, or Brain Injury (BI)], Personal Care Assistance (PCA) services, or Home Care Nursing (HCN), formerly private duty nursing (PDN).
 - A MnCHOICES assessment is conducted by the county/tribe to determine eligibility for and authorization of fee-for-service payment of waiver services, PCA, or HCN.
 - SNBC care coordinators/navigators conduct Health Risk Assessments. They may be MCO employees or employees of another agency, such as a county/tribe or care system that the MCO contracts with to provide care coordination/navigation services.
- **Families and Children (F/C)/PMAP:** This program is commonly known as PMAP (Prepaid Medical Assistance Program). It is a mandatory managed care program that covers health care for the following people who have Medical Assistance:
 - Children under the age of 21,
 - Parents and caretakers of a dependent child,
 - Pregnant women, and
 - Certain low-income adults without a dependent child.

The F/C benefit set includes Personal Care Assistance (PCA) Services which are authorized by MCOs.

Note: Lead agencies should review the person's recipient file in MMIS to determine if the person is enrolled in an MCO program.

¹ EXCEPTION: People 65+ who receive disability waiver services (CAC, CADI, BI, or DD) receive case management and reassessments from the county or tribe.

¹ Persons age 65 and older may choose to remain enrolled in SNBC.

2. Does the county/tribe perform care coordination/navigation under contract with an MCO?

- **MSHO/MSC+** - Counties/tribes may work under a contract with an MCO to conduct assessments and provide care coordination.
 - If an MCO contracts with a county/tribe for these programs, then in this contracted care coordinator role, the county/tribe staff conduct assessments and provide support planning on behalf of the MCO.
 - Currently, MCOs use legacy assessments, e.g., LTCC and PCA Assessment.
 - In the future, when MSHO/MSO+ MCOs are launched into MnCHOICES, MnCHOICES assessments will be conducted by care coordinators. Anticipated launch date is yet to be determined.

- **SNBC** – Counties/tribes may work under contract with an MCO to provide SNBC care coordination/navigation and conduct HRAs on behalf of the MCO.
 - If an MCO contracts with a county/tribe for this program, then in this contracted care coordinator/navigator role, the county/tribe staff conduct health risk assessments (HRAs) and provide navigation support on behalf of the MCO.
 - When functioning as an SNBC care coordinator/navigator, counties/tribes do not conduct assessments using MnCHOICES or legacy LTCC and PCA assessments.
 - Counties/tribes continue to be the lead agency responsible for conducting assessments using MnCHOICES or legacy LTCC and PCA assessments for SNBC enrollees as needed.

- **Families and Children (F/C)** – MCOs are responsible to assure PCA assessments are conducted for F/C enrollees. Some counties/tribes may be under contract with an MCO to conduct PCA assessments for this program.
 - In the event that an MCO contracts with a county/tribe for this program, then in this contracted role the county/tribe staff conduct PCA assessments on behalf of the MCO; the county/tribe continues to be reimbursed for the PCA assessment by the MCO.
 - Phase One started on 10/29/15, which means counties/tribes no longer use legacy LTCC and DD Screening tools with F/C enrollees who request an assessment for waivers, Rule 185/DD case management or FSG. These assessments are conducted using MnCHOICES.
 - Conducting MnCHOICES assessments by counties/tribes for F/C enrollees is being launched in two phases.
 - **Phase One (1):** Counties/tribes conduct MnCHOICES assessments for F/C enrollees who request services/programs other than only PCA services, e.g., waivers, Rule 185/DD case management and FSG, which are administered by the county/tribe. When PCA eligibility is identified as a result of a MnCHOICES assessment, the MCO retains the responsibility for authorizing and funding PCA services.
Note: Some tribes may already be conducting PCA assessments using the legacy PCA Assessment tool for tribal members who are F/C enrollees.
 - When F/C (PMAP) enrollees request an assessment for only PCA Services, the county refers the enrollee to the MCO. These PCA assessments continue to be the responsibility of the MCO to complete using the legacy PCA Assessment tool.
 - Phase One (1) began on October 29, 2015. A guidance document titled: *MnCHOICES Assessments and PCA Services for Families and Children Enrollees* was provided at the start of Phase One.
 - When an F/C enrollee requests county/tribe administered services/programs and is CURRENTLY receiving PCA services which are authorized through an MCO, the county/tribe conducts a MnCHOICES *reassessment* based on MnCHOICES definitions.
Note: A MnCHOICES reassessment is conducted for persons who are already receiving services for which MnCHOICES determines eligibility.

- **Phase Two (2):** Counties/tribes conduct MnCHOICES assessments for **all** F/C enrollees who request an assessment for long term services and supports (LTSS) for which MnCHOICES determines eligibility, e.g., PCA services, waivers, Rule 185/DD case management and FSG. The start date of this phase will be decided after the launch of MCOs – MSHO/MSO+.

Counties/tribes will NOT work under a contract with an MCO to conduct MnCHOICES assessments for F/C enrollees.

3. Where is the county/tribe in their implementation of the MnCHOICES Reassessment Rollout?

- The MnCHOICES Reassessment Rollout begins September 2015.
- From September 2015 – August 2016, counties/tribes have flexibility in using MnCHOICES for conducting reassessments with the requirement of having at least 50% of recipients receiving a MnCHOICES reassessment.
- From September 2016 forward, counties/tribes are required to use MnCHOICES to conduct all reassessments.
- See the memo issued April 2015 [Announcing MnCHOICES reassessment rollout plan and schedule for Counties and Tribes](#) for additional details.