COOPERATIVE AGREEMENT
BETWEEN
DIVISION OF HEALTH AND DIVISION OF WELFARE
IDAHO DEPARTMENT OF HEALTH AND WELFARE

Background

The Division of Health and the Division of Welfare, Department of Health and Welfare, have both respective and mutual responsibilities in facilitating the provision of medical services to Idaho citizens. The Division of Welfare, Bureau of Medicaid Policy and Reimbursement, is often in the position of developing and implementing health policy which requires the knowledge and expertise of a variety of health professionals. The Division of Health has professionals on staff with knowledge and expertise in the area of maternal and child health, health policy, etc. Consequently, the Division of Health staff can provide valuable consultation in drafting, developing, implementing and monitoring certain aspects of some programs supported by the Bureau of Medicaid Policy and Reimbursement. The Bureau of Medicaid Policy and Reimbursement has a health professional staff who have special knowledge and expertise in rules and regulations concerning Medicaid programs and can provide consultation to the Bureau of Maternal and Child Health concerning Medicaid reimbursement for Title V and Title X maternal and child health services. To establish a cooperative and coordinative relationship between the Divisions and Bureaus in carrying out these responsibilities and to meet requirements of the Social Security Act, a formal Agreement is hereby executed.

Applicability

This agreement specifically refers to relationships of the two divisions concerning the Title XIX (Medical Assistance) Program, the Title V (Maternal and Child Health Block Grant) programs, the Title X (Family Planning) Program, and the Special Supplemental Food Program for Women, Infants, and Children (WIC).
Objectives and Responsibilities

I. Mutual Objectives and Responsibilities

The following objectives are set forth as requiring participation of both agencies in meeting the needs of eligible Idaho citizens. The divisions will participate in:

A. promoting health services for all families in need of those services in 44 Idaho counties;
B. enhancing and monitoring of perinatal care statewide and,
C. to the extent allowable/feasible providing financial support/reimbursement to local health agencies, volunteer health agencies and other groups and individuals engaged in the delivery of health services to mothers and children.

II. Bureau of Maternal and Child Health Roles and Responsibilities

A. Needs Assessment - Collect and analyze health data. Identify needs related to health services for childbearing women and children.
B. Program Planning - Serve as a focal point for statewide planning of health education, disease prevention, diagnosis, treatment and medical rehabilitative services for mothers and children. Develop a statewide plan for maternal and child public health services (as part of the Idaho Public Health Plan). Provide technical assistance to Medicaid staff concerning public health services to be covered by Medicaid and in the development of service provider requirements and rules and regulations of covered services. Provide technical assistance in developing assessment and referral forms for Medicaid as needed. (Similar documents instituted in Medicaid will be shared with BMCH.)
C. Program Services Implementation - Monitor implementation of the statewide perinatal care improvement plan (as part of the Idaho Public Health Plan). Provide consultation and technical assistance to contracted service providers regarding program service delivery; and provide assistance to contracted MCH providers in resource development. Develop and monitor BMCH service contracts with MCH providers.
D. Program Quality Assurance

1. As requested, provide input into the development of standards and guidelines.
2. As requested, provide training and continuing education of health care providers of maternal and child health services.

E. Program Evaluation - Plan, collect, analyze, interpret, and report data demonstrating the effectiveness of maternal and child health services and the impact on the health status of mothers and children.

F. When requested, assist Medicaid in provider relations as a liaison with physicians and other health care providers in orientation and education related to maternal and child health services.

G. Conduct outreach with potential clients, including the maintenance of a telephone hotline (Idaho CareLine) providing information and referral to Title V, WIC, Title X, and Title XIX service providers.

H. Promote "one stop shopping" program services.

J. Assist the Bureau of Medicaid Policy and Reimbursement by utilizing Medicaid funding to contract for development, implementation and direction of an EPSDT Provider Training Program for registered nurses. Coordination with Bureau of Medicaid Policy and Reimbursement will occur at all phases of development. Consultation will be provided to the Bureau of Medicaid Policy and Reimbursement for related components of this program, including the RN provider agreement, the physician consultant form, the visit frequency schedule and the provider operations manual which is to be written by the Bureau of Medicaid Policy and Reimbursement. (See Appendix A.)

III Bureau of Medicaid Policy and Reimbursement (BMPR) Roles and Responsibilities:

A. Medicaid utilization control and review

1. Collect expenditure data for Medicaid-covered services to analyze use and outcome of services, as appropriate.

2. Develop, implement, and monitor Medicaid provider agreements and Medicaid contract agreements.
3. Investigate inappropriate billing and/or utilization of Medicaid reimbursement and take appropriate action.

B. Coordinate with other bureaus within the Division of Welfare to facilitate referrals to WIC and other MCH Programs. BMPR will include information on the WIC program in its outreach efforts with Medicaid clients.

C. New or revised service coverage or program changes.
   1. Develop and promulgate regulations governing new or revised Medicaid-covered services.
   2. Coordinate with BMCH regarding new or revised services and program changes, as appropriate.
   3. Inform BMCH and providers of covered service changes in Medicaid and regulation changes as appropriate.
   4. Inform Regional Welfare program Managers of coordination efforts and changes.

D. Financial Arrangements
   1. Financial arrangements supporting activities requested and performed on behalf of either bureau are found in Appendix A.

IV. Methods

A. Meetings
   Meetings between program managers and bureau chiefs of the respective divisions will take place at least semiannually to review progress toward meeting mutual objectives, and more frequently during program policy development and procedure revisions.

B. Referrals
   Intake staff (eligibility workers and public health personnel) for each program shall be informed about and will inform clients, during the intake period and at succeeding times as appropriate, about the availability of the other program's services.
C. Adjunctive Eligibility

A pregnant woman, infant or child, whose eligibility has been fully established in the Medicaid program, is assured income eligibility for the WIC program.

D. Health Service Coordination

BMPR and EMCH will jointly undertake efforts to complement roles and services as directed by Title XIX expansions, thereby coordinating services for recipients.

BMPR and EMCH will jointly participate in implementation of collaborative services, such as an outreach campaign and a toll-free line information and referral service, which serve both Title V and Title XIX clients.

E. Joint Evaluation

Evaluation of policies that affect this agreement shall be accomplished during special meetings, shall be based upon data from program reports and evaluated upon joint standards as developed during planning meetings.

F. Reports/Manuals

Each bureau will maintain records required by state and federal regulations and, as appropriate, provide summary reports to the other agency. Program procedural manuals will be available to other participating programs.

G. Program Data Access

For the purposes of program evaluation, the Bureau of Medicaid Policy and Reimbursement will provide the Bureau of Maternal and Child Health computerized data concerning types and numbers of services provided to clients, as well as numbers of clients receiving specific services, where available. Patient specific information that may be shared, as stipulated under federal guidelines, will be held confidential.

H. Continuous Liaison

Central office bureau chiefs of the respective programs shall promote liaison between the regional directors and the district health department directors.