

**NORTHERN MICHIGAN REGIONAL ENTITY  
PROVIDER NETWORK MANAGERS MEETING  
10:00AM – JANUARY 14, 2020  
VIA MICROSOFT TEAMS**

<b>ATTENDEES:</b> Kari Barker, Mark Crane, Lynne Fredlund, Chip Johnston, Kacey Kidder-Snyder, Pat Kozlowski, Lani Laporte, Mary Martin, Chris VanWagoner, Jen Whyte, Jessica Williams, Carol Balousek, Lisa Hartley
<b>ABSENT:</b> Brian Babbitt, Mary Dumas, Eric Kurtz, Trish Otremba, Tracy Rosinski,

INTRODUCTIONS

Chris welcomed committee members and attendance was taken.

REVIEW OF PRIOR MINUTES

The December 10<sup>th</sup> minutes were included in the meeting materials. Chris reported that he completed the action items. The December meeting minutes were approved by consensus.

BOILERPLATE SERVICE AGREEMENT(S)

**Finalize Review of Professional Group**

Based on discussions in December, Chris updated the boilerplate as follows:

- 1) Top of page 2, nationally accredited portion finalized based on new CFR rules.
- 2) Typo on page 11, which was corrected
- 3) Section 9 became a subsection of Section 8(A). Duplicate section (6) was eliminated.

Chip reminded the Committee that the Template for FY21 will have the HIPAA Attachment removed per MDHHS (addressed under “confidentiality” section). References to the attachment will be removed and the boilerplate will be resaved to ShareFile/Contract Templates for FY21 use. Lani asked whether all contracts be redone (using the boilerplate) for FY21; some contracts are 3-year terms and will not necessarily expire September 30, 2020. Chris asked what length contracts each of the Boards use: North Country contracts update every 3 years; Northern Lakes contracts update every 2 years; others update annually. Chris will address specifics during his onsite visits with the CMHSPs. Chip advised that, with ever changing laws, renewals be done annually (due to budgeting cycles, etc.).

**Begin CLS/Respite**

Chip informed the committee that the boilerplate is used for individual, and group providers of CLS and/or respite services. It assumes additional risk due to unlicensed staff. Lynne asked whether the contract should be used for respite providers who only provide services 1 week per year (family member). Chip responded the decision is up to CMH based on what risk it is willing to accept. Centra Wellness would use the contract in the scenario presented. Lani added that it may be overwhelming for respite providers (advanced reading level). Chip reiterated that it would benefit CMHSP to have the contract in place as a safety net. Lani turned the groups attention to page 6, Section XII(A):

*“During the term of this Agreement, the Provider shall maintain staffing and staff/recipient ratio at the levels used for projections in the Payor’s determination of the reimbursement methodology/rate(s) for the provision of services*

*hereunder, as set forth in the aforementioned 'Exhibit C' said staffing levels shall be sufficient to implement the individual plans of services for the Consumers served under this Agreement."*

This section was summarized as: methodology = how rate(s) were calculated (e.g., cost per unit x number of units) and should be reflected in Exhibit C. Lynne reported that Northeast Michigan determines respite care rates; she asked whether the NMRE is advising that the boilerplate be used for short-duration respite providers? Chris responded yes. Mark inquired about whether the minimum training requirements listed those that are required by the NMRE. Chip replied, yes, but the CMHSPs can add more if they have additional requirements. Lynne asked the other CMHSPs if they pay respite providers for training time. Kacey responded, no, most trainings are done online (other than recipient rights, CPR/First Aid). Mark asked whether SRS (specialized residential services) worker training is also done online or in classroom setting. Kacey answered that providers are responsible for training their staff; trainings are available via website. Lani asked whether Centra Wellness would share the training. Kacey agreed to send the link to the Committee. Mark noted that Northern Lakes has been accepting training using Improving MI Practices for a couple of years.

Lynne referred to page 3, Section V(A-B):

*"The Provider shall furnish the Payor with notice of proof of the Provider's authority to conduct business in the State of Michigan and in what business capacity, prior to commencing services under this Agreement..."*

*"Pursuant to 42 CFR 455.104-106 the Provider shall furnish the payor with notice of proof of financial solvency, prior to commencing services hereunder..."*

Lynne asked about the "prior to commencing services" stipulation. Chip clarified that this information should have already been collected for established providers. If it has not been obtained, exercise due diligence to try to obtain it.

Lani moved to page 3, Section VI, "Licenses, Accreditations, and Certifications; and Credentialing, Privileging Requirements and Qualifications." Lani expressed that this section does not pertain to respite providers. She suggested breaking it out by provider type. Chip will reference the previous version of the boilerplate. After discussion, the decision was made to add the language "Where applicable" to the beginning of both subsections (A) and (B) of this section.

→ ACTION ITEM: Chris will add the words "Where applicable" to the beginning of the first sentence under VI(A) and VI(B) of the boilerplate.

## INPATIENT CONTRACTS

### **War Memorial**

A revised rate increase request was received by Northern Lakes for \$925 per diem. NorthCare is taking the lead with negotiations. The new rate will have an effective date of February 1, 2020. The NMRE Operations Committee will discuss the topic on January 15<sup>th</sup>.

### **BCA Stonecrest**

Sharon from BCA Stonecrest reached out to Chris to inform him that she is waiting on contracts from the CMHSPs. Three of the Boards have signed contracts with rates of \$690 and \$1,000; \$718 and \$1,040 was approved in October. Amendments were executed for AuSable Valley,

Centra Wellness, and North Country (Northern Lakes unsure). Chris will update Sharon at BCA Stonecrest with the information. Northeast Michigan opted to use single case agreements as needed rather than contract with BCA Stonecrest.

#### NMRE DIRECTORY

January updates were received from Northeast Michigan, Northern Lakes, and Centra Wellness.

Chris referred to Managed Care requirements for the Provider Directory. Discussions continue regarding what is required both at the PIHP and CMHSP levels. Lani asked whether CMHSPs must list every individual home or is listing the contract provider adequate? Chris responded that he will float the topic to the Operations Committee for interpretation of the intent of the rules. Mark noted that Northern Lakes only lists the contracted homes that have been approved by Northern Lakes' staff.

#### TRAINING RECIPROCITY

The NMRE is charged with monitoring provider training. The CMHSPs will determine whether other trainings will be accepted.

#### SPECIALIZED RESIDENTIAL MONITORING WEBINAR

The documents were sent prior to the meeting. Chris and Mary Dumas represent Region 2. Site review reports will be uploaded to GroupSite. More information will follow as it becomes known.

→ ACTION ITEM: Chris agreed to get the review tool out to the CMHSPs.

#### NEXT MEETING

The next meeting was scheduled for February 11<sup>th</sup> at 10:00AM via Microsoft Teams.