

Date: January 10, 2020

To: Community-Based Adult Services (CBAS) Center Administrators and Directors

From: Health Plan of San Mateo (HPSM)

Subject: Provider Notification (APL) 19-004: Provider Credentialing / Recredentialing and Screening/Enrollment

Dear **CBAS Administrators and Directors**,

As you may already be aware, **APL 19-004: Provider Credentialing / Recredentialing and Screening / Enrollment**¹ was released on June 12, 2019 to Medi-Cal Managed Care Health Plans (MCPs), like Health Plan of San Mateo (HPSM), by the California Department of Health Care Services (DHCS). APL 19-004 informs MCPs of their responsibilities for the screening and enrollment, and credentialing and recredentialing of their network providers pursuant to federal regulations. This APL impacts CBAS centers and their staff/subcontractors.

How will APL 19-004 impact CBAS Center Staff and Subcontractors who are part of HPSM's Provider Network?

The APL 19-004 has expanded the scope of providers required to enroll as Medi-Cal providers in MCP provider networks, regardless of whether these providers directly bill Medi-Cal for services they provide or not. The specific CBAS center staff/subcontractors impacted by these requirements include: *Licensed Clinical Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT), Occupational Therapist, Physician, Physical Therapist, and Speech Language Pathologist*. Please note that the California Department of Aging (CDA) is responsible for the screening and enrollment of CBAS centers but not CBAS center staff/subcontractors.

Per APL 19-004, MCPs are responsible for ensuring that all providers furnishing services to Medi-Cal MCP beneficiaries are screened and enrolled in the Medi-Cal program. MCPs are also responsible for verifying the credentials of their network providers. This would mean that CBAS centers and their staff must be enrolled in Medi-Cal and separately be required to participate in the credentialing and re-credentialing process in order to participate in the HPSM provider network.

¹ APL 19-004: Provider Credentialing / Recredentialing and Screening / Enrollment
<https://www.dhcs.ca.gov/formsandpubs/Documents/MMCDAPLsandPolicyLetters/APL2019/APL19-004.pdf>

Next Steps

- HPSM Provider Services will be attending the HPSM CBAS Consortium Meeting on January 28 2019, to provide more guidance on next steps and to answer any additional questions. We encourage CBAS Administrators to attend.
- HPSM will be requesting staffing rosters from each CBAS facility. This will allow us to anticipate timeframe and resources needed to support the process.

HPSM is committed to collaborating with CBAS centers to ensure that the process is as non-disruptive to you as possible.

Questions?

Please contact HPSM Credentialing Manager, Luarnie Bermudo at Luarnie.bermudo@hpsm.org if you have any additional questions.

Sincerely,

HPSM Provider Services

Enclosed: Frequently Asked Questions (FAQs)

Frequently Asked Questions (FAQs)

What is HPSMS's Medi-Cal enrollment process? HPSM currently is requiring providers within the network to enroll in Medi-Cal through a state-level provider enrollment system such as **PAVE**² or another state department with a recognized enrollment pathway identified on the DHCS webpage **Provider Enrollment Options**³. CBAS center staff and centers are included in this requirement.

Will CBAS centers be required to credential all of their staff? If so, what is HPSM's process? HPSM credentials and recredentials all required providers based on DHCS and NCQA standards. CBAS providers and their staff will be credentialed and recredentialed through the HPSM in-house credentialing process. The specific CBAS center staff/subcontractors impacted by these requirements include: Licensed Clinical Social Worker (LCSW), Licensed Marriage and Family Therapist (LMFT), Occupational Therapist, Physician, Physical Therapist, and Speech Language Pathologist.

What is the timeframe to have all CBAS centers and staff enrolled into Medi-Cal and credentialed? HPSM will be requesting staffing rosters from each CBAS partner. An assessment will be conducted based on the rosters to identify a tentative timeline and a phased approach. HPSM will discuss individual timelines with each CBAS center.

Will this change our rates? No, this APL only applies to Enrollment/Screening and Credentialing and Recredentialing requirements.

Does this APL impact any service changes to members? No, this APL only applies to Enrollment/Screening and Credentialing and Recredentialing requirements.

Will HPSM's center-based reviews change?? Currently CBAS centers receive Physical Accessibility Reviews (PAR) from HPSM and will continue to do so.

² PAVE website: <https://www.dhcs.ca.gov/provgovpart/Pages/PAVE.aspx>

³ The Provider Enrollment Options webpage is available at:
<https://www.dhcs.ca.gov/provgovpart/Pages/Provider-Enrollment-Options.aspx>