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**MODEL APPLICATION TEMPLATE FOR  
STATE CHILD HEALTH PLAN UNDER TITLE XXI OF THE SOCIAL SECURITY ACT  
STATE CHILDREN'S HEALTH INSURANCE PROGRAM**

(Required under 4901 of the Balanced Budget Act of 1997 (New section 2101(b)))

State/Territory: OKLAHOMA  
(Name of State/Territory)

As a condition for receipt of Federal funds under Title XXI of the Social Security Act,

\_\_\_\_\_  
(Signature of Governor of State/Territory, Date Signed)

submits the following State Child Health Plan for the State Children's Health Program and hereby agrees to administer the program in accordance with the provisions of the State Child Health Plan, the requirements of Title XXI and XIX of the Act and all applicable Federal regulations and other official issuances of the Department.

As an integral part of this Application for a State Child Health Plan under Title XXI of the Social Security Act (Children's Health Insurance Program), the Oklahoma Health Care Authority (OHCA) is designated as the Agency responsible for the administration of Oklahoma's Title XXI State Plan.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0938-0707. The time required to complete this information collection is estimated to average 160 hours (or minutes) per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: HCFA, P.O. Box 26684, Baltimore, Maryland 21207 and to the Office of the Information and Regulatory Affairs, Office of Management and Budget, Washington, D.C. 20503.

Proposed Effective Date: 12/01/97  
HCFA

Version 9/12/97

opt. 1

{DATE|December 2,1998)

Section 1. General Description and Purpose of the State Child Health Plans (Section 2101)

The state will use funds provided under Title XXI primarily for (Check appropriate box):

- 1.1. Obtaining coverage that meets the requirements for a State Child Health Insurance Plan (Section 2103); OR
- 1.2. Providing expanded benefits under the State's Medicaid plan (Title ~~XIX~~); OR
- 1.3. A combination of both of the above.

Proposed Effective Date: 12/01/97

**HCFA**

Version 9/12/97

*opt. 1*

Section 2. General Background and Description of State Approach to Child Health Coverage (Section 2102(a)(1)-(3) and (Section 2105)(c)(7)(A)-(B))

2.1. Describe the extent to which, and manner in which, children in the state including targeted low-income children and other classes of children, by income level and other relevant factors, such as race and ethnicity and geographic location, currently have creditable health coverage (as defined in section 2110(c)(2)). To the extent feasible, make a distinction between creditable coverage under public health insurance programs and public-private partnerships (See Section 10 for annual report requirements).

The State undertook a systematic survey of the available data and developed a methodology to estimate the number of potential new participants in the expansion, the number of current Medicaid eligibles who are not enrolled, the number of "uninsured" eligibles, and the total number of participants in the Medicaid expansion (see Attachment A). The primary data sources for the State's estimates were: the US census Bureau's *current Population Survey (CPS)*, Calendar Years 1994-96; the FFY (Federal Fiscal Year) 1997 HCFA 2082 data for Oklahoma (through August 31,1997); the Urban Institute's *State-level Databook on Health Care Access and Financing*, published in 1995 (1990-93 data), which provides valuable information on health systems at the state level; and County-specific focus studies of general population estimates related to the factors of age, sex, and poverty, conducted by the Oklahoma Department of Commerce (1994). Due to the unavailability of reliable data, however, the State is unable to provide information on age breakouts, income brackets, race and ethnicity, and geographic locations. According, to the Oklahoma State insurance Commissioner's Office, health insurance programs that involve a public-private partnership do not currently exist in the State.

2.2. Describe the current state efforts to provide or obtain creditable health coverage for uncovered children by addressing: (Section 2102)(a)(2)

2.2.1. The steps the state is currently taking to identify and enroll all uncovered children who are eligible to participate in public health insurance programs (i.e. Medicaid and state-only child health insurance):

Oklahoma did not have an outreach program designed to identify and enroll children who are eligible for, but not participating in Medicaid. Medicaid eligibility in the State was not de-linked from Cash Assistance eligibility until October, 1996 (subsequent to the passage of the Federal TANF legislation). The State did, however, fully commit to an extensive marketing and outreach campaign

Proposed Effective Date: 12/01/97

HCFA

Version 9/12/97

{DATEJDecembe2,1998}

as a part of its Medicaid expansion under State Senate Bill (S.B.) 639, which became effective 12/01/97 (see Attachment B).

**2.2.2. The steps the state is currently taking to identify and enroll all uncovered children who are eligible to participate in health insurance programs that involve a public-private partnership:**

According, to the State's insurance Commissioner's Office, health insurance programs that involve a public-private partnership **do** not currently exist in the State.

**2.3. Describe how the new State Title XXI program(s) is(are) designed to be coordinated with such efforts to increase the number of children with creditable health coverage so that only eligible targeted low-income children are covered: (Section 2102)(a)(3)**

Prior to the enactment of the new Children's Health Insurance Program (CHIP) under the Balanced Budget Act of 1997, the Oklahoma Legislature recognized the need to establish a coordinated approach to delivering quality health care services to under-served/uninsured populations (specifically children and pregnant females). Accordingly S.B. 639 was enacted during the State's 1997 Legislative Session. This Bill expanded Medicaid eligibility through the State's successful Medicaid managed care program, *SoonerCare*<sup>1</sup>, originally implemented through the State's § 1915(b) Program Waiver, subsequently expanded under the State's § 1115(a) Research and Demonstration (R & D) Waiver (refer to section 5.1 *Outreach and Coordination*, for an overview of the § 1115(a) R&D Waiver).

S.B. 639 required the Oklahoma Health Care Authority (OHCA) to expand Medicaid eligibility for pregnant females and for children born on or after October 1, 1983, to include those persons with annual incomes up to one-hundred-eighty-five (185%) percent of the Federal Poverty Level (FPL). This expansion became effective December 1, 1997. The bill further directed the OHCA to include in this expansion those children born prior to October 1, 1983, who have not yet reached their eighteenth (18th) birthday, and who are due to be phased-into Oklahoma's Medicaid Program according to existing Federal requirements. Under these requirements, such children would be phased-into Medicaid, one age group each year - starting with the youngest age group - to include children with (family) incomes **up** to one-hundred (100%) percent of FPL [increased from forty-seven and 74/100 (47.74%) percent of FPL], beginning October 1, 1998. S.B. 639 increases eligibility for these groups as they are phased-in, from one-hundred (100%) percent of FPL to one-hundred-eighty-five (185%) of FPL.

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<sup>1</sup>The *SoonerCare* population is defined as the group of Medicaid eligible beneficiaries enrolled into managed care based upon a categorical relationship to the Medicaid program. The State's Medicaid populations will be enrolled into managed care under a multi-year phase-in schedule. The initial enrollment category was the State's Aid to Families with Dependent Children (AFDC) and AFDC-related populations. In phase two, the State intends to enroll the non-institutionalized portion of its Aged, Blind, and Disabled populations. During other phases, the longterm care populations and individuals with chronic mental illnesses will be enrolled into managed care. New population p u p s of eligibles, resulting from Federal or State mandated categories of eligibles, may be enrolled into managed care during the phase-in schedule.

Proposed Effective Date: 12/01/97

HCFA Version 9/12/97

{DATE|December 2, 1998}

Oklahoma plans no separate enrollment in its Title XXI State Children's Health Insurance Program (SCHIP) which would be separate and distinct from its Medicaid expansion under S.B. 639. Rather, Oklahoma's Medicaid eligibility and enrollment processes are designed to identify existing "creditable" health coverage and/or other factors which limit the applicability of Title XXI funding, thereby ensuring that Title XXI funds will be used to provide coverage only to eligible, targeted, low-income children.

In order to implement the "outreach" provisions required to support S.B. 639, the OHCA, the Oklahoma Department of Human Services (DHS), the Oklahoma State Department of Health (OSDH), and the Oklahoma Commission on Children and Youth (OCCY) are collaborating to develop and implement a comprehensive marketing and outreach program, including: posters, postcards, public service announcements, fact sheets, press releases, and outdoor advertising.

The State did not rely exclusively on increasing income eligibility thresholds to improve access to health care. In addition to massive outreach campaigns designed to maximize the opportunity for people to apply for Medicaid, the State has also worked to minimize administrative barriers that make it difficult for people to access the Program. The State used multiple strategies to simplify and streamline the application process. Steps to remove administrative barriers include simplification of the Medicaid enrollment application and elimination of the asset test.

Enrollment Application:

In an effort to increase participation in the Program, a simplified Medicaid enrollment application (see Attachment C) was developed for the Aid to Families with Dependent Children<sup>2</sup> (AFDC) and AFDC-related applicants. As a result of the coordinated efforts between representatives of the OHCA, the DHS, and the OSDH the original sixteen (16) page application was greatly simplified to a new one page, two-sided form. Included in this new application are an array of health related questions designed to assist the primary care physician's assessment of the patients' health care needs it also provided for the actual enrollment into the *SoonerCare* program.

<sup>2</sup>"Aid to Families with Dependent Children" is defined as the group of low income families with children, described in Section 1931 of the Social Security Act, who would have qualified for or were receiving financial assistance (AFDC) on July 16, 1996. The Personal Responsibility and Work Opportunity Act of 1996 established a new eligibility group of low income families with children (TANF) and linked that program's eligibility requirements for income/resource eligibility standards and methodologies, and deprivation requirements to the State's plan for AFDC in effect on July 16, 1996. For Medicaid purposes, the AFDC eligibility criteria in effect on July 16, 1996 continues to be the Medicaid eligibility criteria, except Oklahoma has chosen to be less restrictive on its Medicaid, AFDC and AFDC-related eligibility criteria than the criteria in effect on July 16, 1996.

Proposed Effective Date: 12/01/97

HCFA

Version **9/12/97**

opt. 1

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{DATE|December 2,1998)

Simplified Medicaid enrollment applications are readily available at a wide variety of locations such as the DHS county offices, the OSHD county offices, WIC offices, and public libraries. A toll-free telephone number is available to provide additional information. In order to reach the Hispanic community, outreach efforts have been suitably modified to more effectively reach this population.

Also, in order to further simplify the eligibility process and improve access to and participation in the Medicaid Program, face-to-face interviews have been eliminated from the application process. Local community involvement continues to be actively encouraged at all levels in order to ensure high levels of participation in the expansion.

**Elimination of The Asset Test- AFDC and AFDC-related:**

In order to further improve access for AFDC and AFDC-related recipients, the State amended its Title XIX State Plan (Attachment D) by eliminating the asset test for low-income families and dependent children. The effective date for elimination of this test was December 1, 1997.

The decision to eliminate the asset test not only removed the historical barriers which had prohibited certain children and pregnant females from receiving necessary medical care services, it also proved to be a cost-effective. In comparing the costs which would have been incurred by allowing those individuals to participate in Medicaid whose family "assets" would have otherwise disqualified them from eligibility against the costs the State incurred in "testing" for excess assets, the State estimated that it would save approximately \$2,204,000 annually by eliminating the test. The \$3,500,000 in annual administrative costs associated with testing for asset would be reduced to \$1,296,000 in costs associated with providing Medicaid coverage to pregnant females and children whose assets exceeded the asset limits. **The State will use the dollars saved to cover the increased costs of additional applications associated with a larger number of enrollees anticipated due to the expansion.**

The State anticipates that its outreach efforts will result in increased participation of current Medicaid eligibles who are not enrolled, as well as a high rate of participation of new eligibles (the "uninsured" as well as those with some form of existing creditable insurance coverage). Individuals who are determined to be currently eligible for Medicaid will be promptly enrolled in the Program. in order to access enhanced funding (available only for eligible targeted low-income children under Title XXI), systems modifications are being implemented (effective as of 12/01/97)

Proposed Effective Date: 12/01/97

HCFA

Version 9/12/97

{DATE|December 2,1998}

which will ensure that eligible targeted low-income children under Title XXI will be separately identified and reported.

As a part of the "new" enrollment process, Oklahoma will identify the following:

1. children eligible for (but not necessarily participating in) State employee insurance coverage with incomes at or below 185% of FPL and above the Medicaid AFDC and AFDC-related income levels previously in effect;
- (those 2. children eligible for participation in Medicaid under the "old" income levels in effect as of 04/15/97 and still in effect as of 11/30/97);
3. children presently covered by "creditable" health insurance coverage;
- 185% 4. children whose family income is above the old income levels but at or below of FPL (and for whom No. 1 and 3. do not apply); and
- them 5. children whose (family) incomes are between 186% and 200% of FPL, making eligible ineligible for participation at the present time BUT making them possibly eligible if Oklahoma chose to expand XIX/XXI to include annual incomes up to 200% FPL.

Federal Financial Participation (FFP) for Medicaid expenditures related to children

for FFP for Medicaid expenditures related to children identified above under No. 4. qualify and will be claimed at the higher Title XXI rate. These expenditures will be clearly

Proposed Effective Date: 12/01/97

HCFA

Version 9/12/97

opt. 1

{DATEIDecember**2,1998**}

Section **3.** General Contents of State Child Health Plan (Section **2102(a)(4)**)

Check here if the state elects to use funds provided under Title XXI only to provide expanded eligibility under the state's Medicaid plan, and continue on to Section **4.**

**3.1.** Describe the methods of delivery of the child health assistance using Title XXI funds to targeted low-income children: (Section **2102(a)(4)**)

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**3.2.** Describe the utilization controls under the child health assistance provided under the plan for targeted low-income children: (Section **2102(a)(4)**)

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Proposed Effective Date: 12/01/97

**HCFA**

Version 9/12/97

*opt. 1*

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Section 4. Eligibility Standards and Methodology. (Section 2102(b))

Check here if the state elects to use funds provided under Title XXI only to provide expanded eligibility under the state's Medicaid plan, and continue on to Section 5.

4.1. The following standards may be used to determine eligibility of targeted low-income children for child health assistance under the plan. Please note whether any of the following standards are used and check all that apply. If applicable, describe the criteria that will be used to apply the standard. (Section 2102)(b)(1)(A))

4.1.1. Geographic area served by the Plan: \_\_\_\_\_

4.1.2. Age: \_\_\_\_\_

4.1.3. Income: \_\_\_\_\_

4.1.4. Resources (including any standards relating to spend downs and disposition of resources): \_\_\_\_\_

4.1.5. Residency: \_\_\_\_\_

4.1.6. Disability Status (so long as any standard relating to disability status does not restrict eligibility): \_\_\_\_\_

4.1.7. Access to or coverage under other health coverage: \_\_\_\_\_

4.1.8. Duration of eligibility: \_\_\_\_\_

4.1.9. Other standards (identify and describe): \_\_\_\_\_

4.2. The state assures that it has made the following findings with respect to the eligibility standards in its plan: (Section 2102)(b)(1)(B))

4.2.1. These standards do not discriminate on the basis of diagnosis.

4.2.2. Within a defined group of covered targeted low-income children, these standards do not cover children of higher income families without covering children with a lower family income.

4.2.3. These standards do not deny eligibility based on a child having a pre-existing medical condition.

4.3. Describe the methods of establishing eligibility and continuing enrollment. (Section 2102)(b)(2))

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Proposed Effective Date: 12/01/97

HCFA

Version 9/12/97

4.4. Describe the procedures that assure:

4.4.1. Through intake and follow-up screening, that only targeted low-income children who are ineligible for either Medicaid or other creditable coverage are furnished child health assistance under the state child health plan. (Section 2102)(b)(3)(A))

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4.4.2. That children found through the screening to be eligible for medical assistance under the state Medicaid plan under Title XIX are enrolled for such assistance under such plan. (Section 2102)(b)(3)(B))

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4.4.3. That the insurance provided under the state child health plan does not substitute for coverage under group health plans. (Section 2102)(b)(3)(C))

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4.4.4. The provision of child health assistance to targeted low-income children in the state who are Indians (as defined in section 4(c) of the Indian Health Care Improvement Act, 25 U.S.C. 1603(c). (Section 2102)(b)(3)(D))

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4.4.5. Coordination with other public and private programs providing creditable coverage for low-income children. (Section 2102)(b)(3)(E))

**Section 5. Outreach and Coordination (Section 2102(c))**

Proposed Effective Date: 12/01/97

**HCFA**

Version 9/ 12/97

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**Describe the procedures used by the state to accomplish:**

**5.1. Outreach to families of children likely to be eligible for assistance or under other public or private health coverage to inform them of the availability of, and to assist them in enrolling their children in such a program: (Section 2102(c)(1))**

**Availability:**

The OHCA is collaborating closely with the DHS, the OCCY, and the OSDH to develop and implement a comprehensive marketing and outreach plan. The State will utilize a variety of instruments to develop awareness in and educate this new targeted population about the availability of health care coverage. This will be implemented through a combination of written materials (written at the 4th and 6th grade levels) and mass media components. Written materials will consist of flyers, brochures, posters and other materials as deemed necessary. The mass media components are television, newspaper, and radio.

Summarized below is a listing and brief description of the various outreach mechanisms that will be employed by the State:

***Press Releases*** - The OHCA has developed a generic press release (see Attachment E) targeted to local DHS offices statewide. The press releases will allow for individual adaptation by providing blank sections to be completed by each County Administrator. DHS will distribute the releases to all Administrators statewide. Accompanying the press releases will be a letter outlining the Program and the importance of facilitating outreach through local media outlets. Attached to the letter will be a listing of all Oklahoma counties and the estimated number of individuals potentially impacted by the implementation of this Program in each county. A similar letter will accompany all outreach and marketing materials. This letter will be designed to provide background information on the Program as well as give insight into the collaborative effort of the agencies involved.

***Broadcast Announcements*** - The OHCA has secured a contract with the Oklahoma Association of Broadcasters (OAB), see Attachment F, to coordinate the statewide broadcasts of 30-second announcements through television and radio outlets. Announcements (see Attachment G) creating awareness of the Program and directing prospective clients to application sites have been developed and distributed statewide.

In addition to securing the OAB contract, the OHCA will be working to develop bids for statewide outdoor and newspaper advertising.

Proposed Effective Date: 12/01/97  
HCFA  
Version 9/12/97

{DATE}December 2,1998)

**Postcards and Posters** - The OHCA has designed, developed and produced postcards and posters (see Attachment H). The postcards are intended to be used as "hand-outs" and/or mailed to individual households (where databases are available). The posters are similar to the postcards in design but will allow for more detailed information due to the additional space.

**Spanish Translation of Materials** - In an effort to reach the Hispanic community, the OHCA has contracted with Variety Health Center for the translation of all outreach materials. Also, the OHCA will attempt to contact a member of the Latino Community Development Agency in order to determine the availability of time on the Latino radio show.

**Toll-free Hotline Number** - A toll-free number is available, through Benova, Inc., (Benova) the State's Enrollment Agent (see Attachment I), for prospective enrollees to ask questions about and/or request additional information or application materials on the individual programs and enroll in the *SoonerCare* program.

**Fact Sheets** - A Program "fact sheet" (see Attachment J) has been developed for distribution at community-level meetings anywhere in the State. The content of the fact sheets will be developed in conjunction with a training task force so as to ensure a high level of consistency when addressing the expansion population.

Avenues that will be used to distribute Program information are:

- 1. local DHS County Office networks; databases for direct mail outreach; and through speaking engagements designed to educate local organizations and community leaders; develop mechanisms for distributing information through:

WIC  
 Food Stamp Program  
 Head Start  
 Health Care Providers Statewide  
 Child Support Programs  
 Immunization (OSIS)  
 OSU Extension Offices  
 Local United Ways

- 1. "target" printed Program materials toward employers who employ the "working poor" populace;
  - 2. involve local Chambers of Commerce and Units of Local Government;
  - 3. empower local coalitions to become actively involved in outreach processes;
- B. develop partnerships with local churches and the broader religious community (i.e. the Oklahoma Conference of Churches).

Proposed Effective Date: \_  
 12/01/97  
 HCFA  
 Version 9/12/97

opt. 1

**Enrollment:**

This section describes the processes for statewide enrollment under the Title XIX/XXI expansion. All features of enrollment for the State's current **SoonerCare** Medicaid Managed Care Program, operated under the §1115(a) R&D Waiver, will be included under the Title XXI Medicaid expansion.

Oklahoma's §1115(a) R&D Waiver was built upon the managed care program implemented in August, 1995 within the State's three major metropolitan areas (Oklahoma, Tulsa, and Lawton) under auspices of the State's §1915(b) Program Waiver. Under the subsuming §1115(a) R&D Waiver, managed care was extended into all areas of the State, beginning with State Fiscal Year (SFYs) 1996. In areas of the State not served by Health Maintenance Organizations (HMOs)<sup>3</sup> a system of Primary Care Case Management (PCCM) was implemented with services being provided by Primary Care Physicians/Case Managers (PCP/CM). Additionally, HMOs service were expanded into rural counties bordering the metropolitan areas not previously served by health plans. The Program created as a result of these two Waivers is currently known as **SoonerCare**. This Program includes two major components: an "urban model" (**SoonerCare Plus**) and a "rural model" (**SoonerCare Choice**). Since July 1, 1995, the State has contracted with fully integrated networks comprised of Federally-qualified and State-certified HMOs in order to enroll and serve Title XIX beneficiaries in the urban areas.

The OHCA currently contracts with five HMOs to serve its Title XIX AFDC and AFDC-related beneficiaries. The **SoonerCare Choice** program has been in operation since April 1, 1996. The OHCA has contracts with over five-hundred (500) PCP/CMs to deliver a defined set of primary care services to rural beneficiaries. Most other services delivered to rural beneficiaries are reimbursed to providers on a fee-for-service basis.

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<sup>3</sup>For the purposes of the this document a Health Maintenance Organization will also be referred to as: health plans and Managed Care Organizations (MCOs).

**Proposed Effective Date: \_**

12/01/97

**HCFA**

**Version 9/12/97**

Utilizing these programs, the OHCA has been able to successfully enroll its AFDC and AFDC-related population into managed care and is currently prepared to enroll the targeted low-income children, eligible under Title XXI, in the **SoonerCare** program.

Medicaid enrollment applications for this expanded group have been simplified and are readily available at a wide variety of locations such as the DHS county offices, OSHD county offices, WIC offices, public libraries, health care providers in the state, local United Way offices, and others. Also, in order to further simplify the eligibility process and improve access to and participation in the Medicaid program, face-to-face interviews and the asset test have been eliminated from the application process.

**SoonerCare Plus (Urban) Enrollment Process for MCOs** - The State provides information and educational materials to members (recipients) regarding the managed care program and participating MCOs in order to assist them in making a selection. Families are required to select one plan for all eligible members. Under the §1115(a) R & D Waiver, individuals/families who select their MCO will be permitted to disenroll from the plan (change plans) in the first month of coverage, during the annual open enrollment period, or at any time for good cause as defined within OHCA guidelines.

The simplified Medicaid application contains a section where beneficiaries can indicate their choice of MCOs. As part of the certification process, the DHS Case Worker will not only certify the beneficiary but will actually complete the enrollment on their behalf. Individuals who do not make a selection at the time of application are given a toll-free "helpline" telephone number to call if and when they are ready to choose. The State has contracted with Benova for this service (see, Attachment I). The "helpline" customer service representatives are trained to answer questions on the **SoonerCare** program and assist beneficiaries in completing the selection process over the phone. Spanish-speaking operators are available for applicants who speak Spanish as a first language, and translation services are available to assist applicants who speak languages other than English and Spanish. A TDD (Telecommunications Device for the Deaf) is available for persons with impaired hearing.

Applicants can also select an MCO by marking their choice on a pre-addressed, postage-paid enrollment card included in the enrollment

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

{DATEIDecember 2,1998}

packet and return it to Benova. The OHCA believes that by offering several methods for health plan selection, it will minimize the number of cases in which individuals do not make a choice.

Regardless of the method used, all individuals are required to select an MCO and inform the State of their choice within fourteen (14) business days of their application for eligibility. Those who do not select will be assigned automatically (autoassigned) to an MCO based on a pre-determined assignment algorithm developed by the State and its consulting actuaries. For those members who do not select an MCO or who are autoassigned, the MCO will assign a PCP. The member can change PCPs if not satisfied with the choice.

The State - by mail - informs beneficiaries of their MCO and effective date when eligibility is granted or re-certified. MCOs are also notified through daily electronic data transmissions. For individuals whose eligibility is determined before the 15th day of the month, their MCO enrollment will become effective at the beginning of the following month. Members whose eligibility is determined the 15th day of the month or later will be enrolled on the first day of the second month after determination. Prior to the MCO effective date, any eligible Medicaid recipient may access covered services through the Fee-for Service Medicaid system.

Upon receiving notification of a new member, the MCO is required to mail out a Member Handbook and inform the member about his or her PCP options and how to make a selection if that member has not already done so. The MCO is also required to issue a permanent identification card (one which meets the standards and specifications of the State) within ten (10) days of enrollment to all new members.

The OHCA will also mail *SoonerCare Plus* recipients a permanent plastic identification card containing recipient information as well as useful program information - including pertinent telephone numbers.

*SoonerCare Choice (Rural) Enrollment Process* - The enrollment process is similar to the *SoonerCare Plus* program process. However, the *SoonerCare Choice* beneficiary selects a PCP/CM rather than an MCO. Information about the *SoonerCare Choice* Provider Network is included with the *SoonerCare Choice* enrollment materials.

As with the *SoonerCare Plus* Program, *SoonerCare Choice* beneficiaries can indicate their enrollment selection on the simplified application which DHS Staff (*refer to section 2.3*) will process, or they can telephone the *SoonerCare* "helpline" to enroll via the telephone. However, when a beneficiary chooses to enroll by mail through the enrollment agent, they

Proposed Effective Date: \_

12/01/97

HCFA

Version 9112197

{DATE|December 2,1998}

can indicate both their first choice and second choice of a PCP/CM on the pre-paid return address enrollment card.

The OHCA will enroll beneficiaries with their first choice whenever possible. However, in the event that a beneficiary's first choice of a PCP/CM has already reached their patient capacity, the beneficiary's second choice of a PCP/CM will be used. The enrollment agent will also answer questions which beneficiaries have prior to choosing a PCP/CM and encourage them to select a PCP/CM within forty-five (45) miles of their residence. If no selection is made, or if the selections made are not available, the beneficiary will be autoassigned<sup>4</sup> to the nearest appropriate provider who has capacity and is within forty-five (45) miles of their residence. Each month PCP/CMs receive a roster which lists their patients for the following month. If no provider is available within forty-five (45) miles, the beneficiary will remain in the Medicaid fee-for-service program until an appropriate provider is available. Beneficiaries will be advised of enrollment via a confirmation letter. Each month, PCP/CMs receive a roster which lists their patients for the following month.

For applicants who are determined eligible before the 15th day of the month, enrollment will become effective the first day of the next month. Those who are determined eligible the 15th of the month or later will be enrolled on the first day of the second month after determination. Prior to enrollment with a managed care provider, beneficiaries will be covered for the existing Medicaid fee-for-service benefit package only. Any covered benefits provided to these individuals will be reimbursed by the State.

The provider(s) offered to an individual either by his/her eligibility case worker or by mail will be determined based on his or her place of residence and distance to participating providers. Individuals who need more information prior to making a selection will be given a toll-free "helpline" telephone number to call if and when they are ready to choose. As in the *SoonerCare Plus* (urban) Program Benova will provide assistance in the rural enrollment process. The telephone lines are manned by customer service representatives trained to assist beneficiaries in completing the selection process over the phone.

Spanish-speaking operators are available for applicants who speak Spanish as a first language. The program will have translation services available to assist applicants who speak languages other than English or Spanish. A TDD is also available for persons who are hearing impaired.

<sup>4</sup>The State is currently contracted with GEO Access, a Kansas City based software and consulting company. GEO handles the autoassignment algorithm for the *SoonerCare Choice* program. Eligibility files as well as new member files are sent to GEO Access's corporate office monthly for autoassignment processing.

Proposed Effective Date: ..

12/01/97

HCFA

Version 9/12/97

(DATE: December 2, 1998)

Applicants will also be able to select a PCP/CM by marking their choice on a pre-addressed and -stamped postcard. The State believes that by offering several methods for provider/network selection, it will minimize the number of cases in which individuals do not make a choice.

Regardless of the method used, all individuals will be required to select a PCP/CM and inform the State of their choice within fourteen (14) business days of their application for eligibility or receipt of the enrollment materials. Those who do not select will be autoassigned to a provider or network from the pool of providers with existing capacity. Currently, beneficiaries can change their PCP/CM at any time. The State will inform beneficiaries of their PCP/CM by mail. The provider will also be notified once per month via *special delivery* mail.

Once an individual has enrolled with a PCP/CM, the State will mail the "Member Handbook" which explains how to access services in the PCP/CM system. The OHCA will also mail *SoonerCare Choice* recipients a permanent plastic identification card containing recipient information as well as useful program information - including pertinent telephone numbers.

**5.2. Coordination of the administration of this program with other public and private h**

In accordance with 42 CFR 431.10 determinations of eligibility for Medicaid, under Oklahoma's Title XIX State Plan, are made by the DHS. There is a written agreement between the OHCA and the DHS making such determinations for specific groups covered under the Title XIX State Plan. The agreement defines the relationships and respective responsibilities of the agency.

**Section 6. Coverage Requirements for Children's Health Insurance (Section 2103)**

Proposed Effective Date: . . .

12/01/97

HCFA

Version 9/12/97

*opt. 1*

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{DATEIDecember2,1998}

Check here if the state elects to use funds provided under Title XXI only to provide expanded eligibility under the state's Medicaid plan, and continue on to Section 7.

6.1. The state elects to provide the following forms of coverage to children:  
(Check all that apply.)

6.1.1. Benchmark coverage; (Section 2103(a)(1))

6.1.1.1. FEHBP-equivalent coverage; (Section 2103(b)(1))

(If checked, attach copy of the plan.)

6.1.1.2. State employee coverage; (Section 2103(b)(2)) (If checked, identify the plan and attach a copy of the benefits description.)

\_\_\_\_\_  
\_\_\_\_\_

6.1.1.3. HMO with largest insured commercial enrollment (Section 2103(b)(3)) (If checked, identify the plan and attach a copy of the benefits description.)

\_\_\_\_\_  
\_\_\_\_\_

6.1.2. Benchmark-equivalent coverage; (Section 2103(a)(2)) Specify the coverage, including the amount, scope and duration of each service, as well as any exclusions or limitations. Please attach signed actuarial report that meets the requirements specified in Section 2103(c)(4). See instructions.

\_\_\_\_\_  
\_\_\_\_\_

6.1.3. Existing Comprehensive State-Based Coverage; (Section 2103(a)(3)) [Only applicable to New York; Florida; Pennsylvania] Please attach a description of the benefits package, administration, date of enactment. If "existing comprehensive state-based coverage" is modified, please

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

opt. 1

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(DATE: December 2, 1998)

provide an actuarial opinion documenting that the actuarial value of the modification is greater than the value as of 8/5/97 or one of the benchmark plans. Describe the fiscal year 1996 state expenditures for "existing comprehensive state-based coverage."

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**6.1.4.** Secretary-Approved Coverage. (Section 2103(a)(4))

**6.2.** The state elects to provide the following forms of coverage to children:

(Check all that apply. If an item is checked, describe the coverage with respect to the amount, duration and scope of services covered, as well as any exclusions or limitations) (Section 2110(a))

**6.2.1.** Inpatient services (Section 2110(a)(1))

**6.2.2.** Outpatient services (Section 2110(a)(2))

**6.2.3.** Physician services (Section 2110(a)(3))

**6.2.4.** Surgical services (Section 2110(a)(4))

**6.2.5.** Clinic services (including health center services) and other ambulatory health care services. (Section 2110(a)(5))

**6.2.6.** Prescription drugs (Section 2110(a)(6))

**6.2.7.** Over-the-counter medications (Section 2110(a)(7))

**6.2.8.** Laboratory and radiological services (Section 2110(a)(8))

**6.2.9.** Prenatal care and prepregnancy family services and supplies (Section 2110(a)(9))

**6.2.10.** Inpatient mental health services, other than services described in 6.2.18., but including services furnished in a state-operated mental hospital and including residential or other 24-hour therapeutically planned structural services (Section 2110(a)(10))

**6.2.11.** Outpatient mental health services, other than services described in 6.2.19, but including services furnished in a state-operated mental hospital and including community-based services (Section 2110(a)(11))

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

{DATEJDecembe2,1998}

- 6.2.12. Durable medical equipment and other medically-related or remedial devices (such as prosthetic devices, implants, eyeglasses, hearing aids, dental devices, and adaptive devices) (Section 2110(a)(12))
- 6.2.13. Disposable medical supplies (Section 2110(a)(13))
- 6.2.14. Home and community-based health care services (See instructions) (Section 2110(a)(14))
- 6.2.15. Nursing care services (See instructions) (Section 2110(a)(15))
- 6.2.16. Abortion only if necessary to save the life of the mother or if the pregnancy is the result of an act of rape or incest (Section 2110(a)(16))
- 6.2.17. Dental services (Section 2110(a)(17))
- 6.2.18. Inpatient substance abuse treatment services and residential substance abuse treatment services (Section 2110(a)(18))
- 6.2.19. Outpatient substance abuse treatment services (Section 2110(a)(19))
- 6.2.20. Case management services (Section 2110(a)(20))
- 6.2.21. Care coordination services (Section 2110(a)(21))
- 6.2.22. Physical therapy, occupational therapy, and services for individuals with speech, hearing, and language disorders (Section 2110(a)(22))
- 6.2.23. Hospice care (Section 2110(a)(23))
- 6.2.24. Any other medical, diagnostic, screening, preventive, restorative, remedial, therapeutic, or rehabilitative services. (See instructions) (Section 2110(a)(24))
- 6.2.25. Premiums for private health care insurance coverage (Section 2110(a)(25))
- 6.2.26. Medical transportation (Section 2110(a)(26))
- 6.2.27. Enabling services (such as transportation, translation, and outreach services (See instructions) (Section 2110(a)(27))

Proposed Effective Date: \_

12/01/97

**HCFA**

Version 9/12/97

6.2.28. Any other health care services or items specified by the Secretary and not included under this section (Section 2110(a)(28))

6.3. Waivers - Additional Purchase Options. If the state wishes to provide services under the plan through cost effective alternatives or the purchase of family coverage, it must request the appropriate waiver. Review and approval of the waiver application(s) will be distinct from the state plan approval process. **To be approved, the state must address the following:** (Section 2105(c)(2) and(3))

6.3.1. cost Effective Alternatives. Payment may be made to a state in excess of the 10% limitation on use of funds for payments for: 1) other child health assistance for targeted low-income children; 2) expenditures for health services initiatives under the plan for improving the health of children (including targeted low-income children and other low-income children); 3) expenditures for outreach activities as provided in section 2102(c)(1) under the plan; and 4) other reasonable costs incurred by the state to administer the plan, if it demonstrates the following:

6.3.1.1. Coverage provided to targeted low-income children through such expenditures **must** meet the coverage requirements above; Describe the coverage provided by the alternative delivery system. The state may cross reference section 6.2.1 - 6.2.28. (Section 2105(c)(2)(B)(i))

6.3.1.2. The cost of such coverage must not be greater, on an average per child basis, than the cost of coverage that would otherwise be provided for the coverage described above; and Describe the cost of such coverage on an average per child basis. (Section 2105(c)(2)(B)(ii))

6.3.1.3. The coverage must be provided through the use of a community-based health delivery system, such as through contracts with health centers receiving funds under section 330 of the Public Health Service Act or with hospitals such

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

{DATE[December2,1998]}

as those that receive disproportionate share payment adjustments under section **1886(d)(5)(F)** or 1923 of the Social Security Act. Describe the community based delivery system. (Section **2105(c)(2)(B)(iii)**)

6.3.2. Purchase of Family Coverage. Describe the plan to provide family coverage. Payment may be made to a state for the purpose of family coverage under a group health plan or health insurance coverage that includes coverage of targeted low-income children, if it demonstrates the following: (Section **2105(c)(3)**)

6.3.2.1. Purchase of family coverage is cost-effective relative to the amounts that the state would have paid to obtain comparable coverage only of the targeted low-income children involved; and (Describe the associated costs for purchasing the family coverage relative to the coverage for the low income children.) (Section **2105(c)(3)(A)**)

6.3.2.2. The state assures that the family coverage would not otherwise substitute for health insurance coverage that would be provided to such children but for the purchase of family coverage. (Section **2105(c)(3)(B)**)

Proposed Effective Date: \_

12/01/97

**HCFA**

Version 9/12/97

*opt. 1*

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Section 7. Quality and Appropriateness of Care

Check here if the state elects to use funds provided under Title XXI only to provide expanded eligibility under the state's Medicaid plan, and continue on to Section 8.

- 7.1.** Describe the methods (including external and internal monitoring) used to assure the quality and appropriateness of care, particularly with respect to well-baby care, well-child care, and immunizations provided under the plan **(2102(a)(7)(A))**

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Will the state utilize any of the following tools to assure quality?

(Check all that apply and describe the activities for any categories utilized.)

**7.1.1.** Quality standards

**7.1.2.** Performance measurement

**7.1.3.** Information strategies

**7.1.4.** Quality improvement strategies

- 7.2.** Describe the methods used, including monitoring, to assure access to covered services, including emergency services. **(2102(a)(7)(B))**

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**Proposed Effective Date:** \_

12/01/97

**HCFA**

Version 9/12/97

Section 8. Cost Sharing and Payment (Section 2103(e))

Check here if the state elects to use funds provided under Title XXI only to provide expanded eligibility under the state's Medicaid plan, and continue on to Section 9.

8.1. Is cost-sharing imposed on any of the children covered under the plan?

8.1.1. YES

8.1.2. NO, skip to question 8.5.

8.2. Describe the amount of cost-sharing and any sliding scale based on income: (Section 2103(e)(1)(A))

8.2.1. Premiums: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8.2.2. Deductibles: \_\_\_\_\_

8.2.3. Coinsurance: \_\_\_\_\_

8.2.4. Other: \_\_\_\_\_

8.3. Describe how the public will be notified of this cost-sharing and any differences based on income:

8.4. The state assures that it has made the following findings with respect to the cost sharing and payment aspects of its plan: (Section 2103(e))

8.4.1. Cost-sharing does not favor children from higher income families over lower income families. (Section 2103(e)(1)(B))

8.4.2. No cost-sharing applies to well-baby and well-child care, including age-appropriate immunizations. (Section 2103(e)(2))

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

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{DATE|December 2,1998)

- 8.4.3. No child in a family with income less than **150%** of the Federal Poverty Level will incur cost-sharing that is not permitted under **1916(b)(1)**.
- 8.4.4. No Federal funds will be used toward state matching requirements. (Section 2105(c)(4))
- 8.4.5. No premiums or cost-sharing will be used toward state matching requirements. (Section 2105(c)(5))
- 8.4.6. No funds under this title will be used for coverage if a private insurer would have been obligated to provide such assistance except for a provision limiting this obligation because the child is eligible under the this title. (Section 2105(c)(6)(A))
- 8.4.7. Income and resource standards and methodologies for determining Medicaid eligibility are not more restrictive than those applied as of June **1,1997**. (Section 2105(d)(1))
- 8.4.8. No funds provided under this title or coverage funded by this title will include coverage of abortion except if necessary to save the life of the mother or if the pregnancy is the result of an act of rape or incest. (Section 2105)(c)(7)(B))
- 8.4.9. No funds provided under this title will be used to pay for any abortion or to assist in the purchase, in whole or in part, for coverage that includes abortion (except as described above). (Section 2105)(c)(7)(A))
- 8.5. Describe how the state will ensure that the annual aggregate cost-sharing for a family does not exceed **5** percent of such family's annual income for the year involved: (Section 2103(e)(3)(B))
- 8.6. The state assures that, with respect to pre-existing medical conditions, one of the following two statements applies to its plan:
  - 8.6.1. The state shall not permit the imposition of any pre-existing medical condition exclusion for covered services (Section 2102(b)(1)(B)(ii)); **OR**
  - 8.6.2. The state contracts with a group health plan or group health insurance coverage, or contracts with a group health plan to provide family coverage under a waiver (see Section **6.3.2**. of the template). Pre-existing medical conditions are

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

opt. 1

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{DATEIDecember 2,1998}

permitted to the extent allowed by HIPAA/ERISA (Section 2109(a)(1),(2)). Please describe:

**Section 9. Strategic Objectives and Performance Goals for the Plan Administration** (Section 2107)

**9.1. Describe strategic objectives for increasing the extent of creditable health coverage among targeted low-income children and other low-income children:** (Section 2107(a)(2))

1. Decrease the number of children in the State who lack creditable health insurance coverage.
2. Increase the enrollment of currently-eligible (but not participating) AFDC and AFDC-related Children in the Medicaid Program.
3. By the end of SFY 1999, enroll newly-eligible (expansion group) children at a rate commensurate with the one established for the existing eligibles.
4. Ensure that the Medicaid enrollment (participation) percentages are the same for both the rural *SoonerCare Choice* and urban *SoonerCare Plus* Programs.
5. Reduce the number of short-term (“*medical*”) enrollments into the Medicaid program which result in periods of retroactive eligibility.
6. Minimize the autoassignment rate for newly-enrolled individuals (for both the existing unenrolled eligibles and the new eligibles) in the selection of a PCCM or MCO.

**9.2. Specify one or more performance goals for each strategic objective identified:** (Section 2107(a)(3))

1. Depending on the Federal Poverty Level (either 185% or 200%) to which Oklahoma increases AFDC (and Related) Medicaid eligibility, and whether or not the State chooses to include 18 year olds as children will impact the number of children the State hopes to enroll in its Medicaid expansion. By the end of SFY (State Fiscal Year) 1998, the State hopes to have fifty (50%) percent of the newly-eligible children enrolled, and, by the end of SFY 1999, 75%.
2. Presently, of the 317,000 children believed to be eligible for Medicaid under the existing eligibility criteria (based on 1996 C.P.S. data

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

opt. 1

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{DATE|December 2,1998}

estimates), only 212,000 (66.88%) are enrolled (see Attachment A). The National average Medicaid enrollment percentage is 75%. Through a statewide outreach effort, the State hopes to increase participation by the end of SFY 1998 to 70%, and, by the end of SFY 1999, to 75%.

- 3. Of the estimated 95,000 newly-eligible children (through 185% of Federal Poverty Income Guidelines), the State hopes to have 45% (42,750) enrolled in Medicaid by the end of SFY 1998. Additionally, the State hopes to have a total of 75% (71,000) enrolled by the end of SFY 1999 (see Attachment A).
- 4. Outreach programs/efforts will be structured and implemented to ensure effective, statewide participation in the expansion, such that the cumulative enrollment percentages for the affected urban and rural eligibles will be (essentially) the same by the end of SFY 1999.
- 5. DHS historical data indicates that more than 90% of Oklahoma Medicaid's (medical only) short-term certifications involve a period of retroactive eligibility (eligibility effective date precedes application date). Through effective outreach efforts, the State's goal is to reduce such (after-the-fact) enrollments by fifty (50%) by the end of SFY 1999.
- 6. Through effective outreach and recipient (client) education programs, enrollment autoassignment rates will be less than fifty (50%) percent by the end of SFY 1998 and less than 40% by the end of SFY 1999. Based upon recent data related to the *SoonerCare Plus* Program, autoassignment rates vary between 39.24% and 88.61%.

**9.3. Describe how performance under the plan will be measured through objective, independently verifiable means and compared against performance goals in order to determine the state's performance, taking into account suggested performance indicators as specified below or other indicators the state develops: (Section 2107(a)(4)(A),(B))**

The State will utilize a number of tools and/or measurement devices to monitor progress toward accomplishing the goals and objectives set forth herein. In addition to the ones indicated in subsequent §9.3.1. to 9.3.8., the State will monitor:

Current Population Survey (C.P.S.) data, produced and published by the U.S. Census Bureau (for items related to estimates of Medicaid eligibility, numbers and/or percentages of uninsured, age/gender demographics, etc.)

Proposed Effective Date: \_  
12/01/97  
HCFA  
Version 9/12/97

opt. 1

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{DATE}December 2,1998)

rural and urban autoassignment rates, tabulated internally by the OHCA

Medicaid enrollment data related to funding under both Title XIX and Title XXI, tracked by the Health Care Authority and reported to HCFA on the quarterly HCFA Form 64 and/or other appropriate reporting mechanism

individual and aggregate periods of retroactive eligibility associated with newly-eligible populations as identified by the Oklahoma Department of Human Services, Family Support Division

Check the applicable suggested performance measurements listed below that the state plans to use: (Section 2107(a)(4))

- 9.3.1. The increase in the percentage of Medicaid-eligible children enrolled in Medicaid.
- 9.3.2. The reduction in the percentage of uninsured children.
- 9.3.3. The increase in the percentage of children with a usual source of care.
- 9.3.4. The extent to which outcome measures show progress on one or more of the health problems identified by the state.
- 9.3.5. HEDIS Measurement Set relevant to children and adolescents younger than 19.
- 9.3.6. Other child appropriate measurement set. List or describe the set used.

Consumer Assessment of Health Plan Survey (CAHPS) satisfaction survey

Oklahoma State Immunization Information System (OSIIS) data set

- 9.3.7. If not utilizing the entire HEDIS Measurement Set, specify which measures will be collected, such as:

- 9.3.7.1. Immunizations
- 9.3.7.2. Well child care
- 9.3.7.3. Adolescent well visits
- 9.3.7.4. Satisfaction with care
- 9.3.7.5. Mental health
- 9.3.7.6. Dental care
- 9.3.7.7. Other, please list: \_\_\_\_\_

- 9.3.8. Performance measures for special targeted populations.

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

opt. 1

{DATE|December 2,1998)

94. The state assures it will collect all data, maintain records and furnish reports to the Secretary at the times and in the standardized format that the Secretary requires. (Section 2107(b)(1))
95. The state assures it will comply with the annual assessment and evaluation required under Section 10.1. and 10.2. (See Section 10) Briefly describe the state's plan for these annual assessments and reports. (Section 2107(b)(2))
96. The state assures it will provide the Secretary with access to any records or information relating to the plan for purposes of review of audit. (Section 2107(b)(3))
97. The state assures that, in developing performance measures, it will modify those measures to meet national requirements when such requirements are developed.
98. The state assures, to the extent they apply, that the following provisions of the Social Security Act will apply under Title XXI, to the same extent they apply to a state under Title XIX: (Section 2107(e))
  - 98.1. Section 1902(a)(4)(C) (relating to conflict of interest standards)
  - 98.2. Paragraphs (2), (16) and (17) of Section 1903(i) (relating to limitations on payment)
  - 98.3. Section 1903(w) (relating to limitations on provider donations and taxes)
  - 98.4. Section §1115 (relating to waiver authority)
  - 98.5. Section 1116 (relating to administrative and judicial review), but only insofar as consistent with Title XXI
  - 98.6. Section 1124 (relating to disclosure of ownership and related information)
  - 98.7. Section 1126 (relating to disclosure of information about certain convicted individuals)
  - 98.8. Section 1128A (relating to civil monetary penalties)
  - 98.9. Section 1128B(d) (relating to criminal penalties for certain additional charges)

Proposed Effective Date: \_

12/01/97

**HCFA**

Version 9/12/97

*opt. 1*

{DATE|December 2,1998)

9.8.10. Section 1132 (relating to periods within which claims must be filed)

9.9. Describe the process used by the state to accomplish involvement of the public in the design and implementation of the plan and the method for insuring ongoing public involvement. (Section 2107(e)

In the expansion of a (traditional) Title XIX Medicaid Program, the State does not have a great deal of latitude wherein it can actively seek input from the public. To the extent possible, the Health Care Authority will utilize assistance from other State Agencies, provider organizations, community groups, and others in the development and implementation of outreach programs associated with the expansion. In addition, should the State at some time consider targeting a children's group with special needs for incorporation into a future Medicaid expansion designed to be funded under Title XXI, it will actively seek input from other (applicable) State Agencies, advocacy groups, and others throughout the process.

9.10. Provide a budget for this program. Include details on the planned use of funds and sources of the non-Federal share of plan expenditures. (Section 2107(d))

A financial form for the budget is being developed, with input from all interested parties. As of the date of the preparation and submission of this State Plan, the HCFA financial (budget) form had not yet been finalized. Therefore, the Oklahoma Health Care Authority chose to submit its Budget in the format it utilized in its SFY 1999 (State) appropriation request, included herein as Attachment A, Table IV.

Proposed Effective Date: \_

12/01/97

HCFA

Version 9112/97

opt. 1

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Section 10. Annual Reports and Evaluations (Section 2108)

10.1. Annual Reports. The state assures that it will assess the operation of the state plan under this Title in each fiscal year, including: (Section 2108(a)(1),(2))

10.1.1. The progress made in reducing the number of uncovered low-income children and report to the Secretary by January 1 following the end of the fiscal year on the result of the assessment, and

10.1.2. Report to the Secretary, January 1 following the end of the fiscal year, on the result of the assessment.

10.2. State Evaluations. The state assures that by March 31,2000 it will submit to the Secretary an evaluation of each of the items described and listed below: (Section 2108(b)(A)-(H))

10.2.1. An assessment of the effectiveness of the state plan in increasing the number of children with creditable health coverage.

10.2.2. A description and analysis of the effectiveness of elements of the state plan, including:

10.2.2.1. The characteristics of the children and families assisted under the state plan including age of the children, family income, and the assisted child's access to or coverage by other health insurance prior to the state plan and after eligibility for the state plan ends;

10.2.2.2. The quality of health coverage provided including the types of benefits provided;

10.2.2.3. The amount and level (including payment of part or all of any premium) of assistance provided by the state;

10.2.2.4. The service area of the state plan;

10.2.2.5. The time limits for coverage of a child under the state plan;

10.2.2.6. The state's choice of health benefits coverage and other methods used for providing child health assistance, and

10.2.2.7. The sources of non-Federal funding used in the state plan.

Proposed Effective Date: \_

12/01/97

HCFA

Version 9/12/97

(DATE: December 2, 1998)

- 10.2.3. An assessment of the effectiveness of other public and private programs in the state in increasing the availability of affordable quality individual and family health insurance for children.
- 10.2.4. A review and assessment of state activities to coordinate the plan under this Title with other public and private programs providing health care and health care financing, including Medicaid and maternal and child health services.
- 10.2.5. An analysis of changes and trends in the state that affect the provision of accessible, affordable, quality health insurance and health care to children.
- 10.2.6. A description of any plans the state has for improving the availability of health insurance and health care for children.
- 10.2.7. Recommendations for improving the program under this Title.
- 10.2.8. Any other matters the state and the Secretary consider appropriate.
- 10.3. The state assures it will comply with future reporting requirements as they are developed.
- 10.4. The state assures that it will comply with all applicable Federal laws and regulations, including but not limited to Federal grant requirements and Federal reporting requirements.

Proposed Effective Date: 12/01/97  
HCFA  
Version 9112197

*opt. 1*

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