


To: Human Resources and Public Works Committee

From: Jennifer A. Crawford, M.S.A. - Director 
Isabella County Commission on Aging

Date: October 29, 2019

Re: Amendment No. 2 to the 2017-2018 MIPPA Beneficiary Outreach and Assistance Purchase of Service Agreement – MMAP, Inc.

Background

For several years the Commission on Aging has worked with the Michigan Medicare/Medicaid Assistance Program, Inc. (MMAP) to provide information, counseling and assistance to help Medicare beneficiaries understand and apply for the Medicare Low Income Subsidy (LIS) or the Medicare Savings Program (MSP) benefits through outreach and counseling assistance service. The purpose of the amendment is to alter the period of performance for the delivery of MIPPA Beneficiary Outreach and Assistance Services, changing the dates of the agreement to October 1, 2019 through September 29, 2020 or until funds in the Application Submission Purchase of Service Pool are exhausted whichever comes first. The agreement states that MMAP will reimburse the Commission on Aging \$100.00 for every LIS enrollment application and \$150.00 for every MSP enrollment application that are completed for income-eligible older adults who reside in Isabella County.

This program was created through the Federal Medicare Improvement for Patients and Providers Act (MIPPA). The LIS (Medicare Low Income Subsidy) project is an application process through Social Security that helps provide financial assistance to older adults who meet income and asset guidelines that are set by the Social Security Administration. The assistance provides subsidies for the Medicare Part D Program.

The MSP (Medicare Savings Program) is the application process through the Department of Health and Human Services that helps Medicare beneficiaries, who meet income and asset guidelines, qualify and pay for the monthly Medicare Part D cost.

The COA has three staff Social Workers who are MMAP – State Health Insurance Program Counselors. They all are well versed in both Medicare and Medicaid eligibility requirements and assist older adults in all phases of the LIS, MSP and full Medicaid process.

The period for this Amendment to the existing Purchase of Service Agreement is September 30, 2019 through September 29, 2020.

Financial Impact

MMAP, Inc. pays the COA \$100.00 for each LIS and \$150.00 for each MSP successfully submitted. In FY'19 the COA processed 23 applications and received \$3,150.00.

Recommendations

We request the Isabella County Board of Commissioners review and sign Amendment No.2 to the 2017-2018 Purchase of Service Agreement.

Attachments

The following documents are attached for your review and signature:

1. Amendment No.2 to the 2017-2018 MIPPA Purchase of Service Agreement (2 Copies)
2. Approved 2017-2018 MIPPA Purchase of Service Agreement



Michigan Medicare/Medicaid Assistance Program

**Amendment No. 2 to the 2017-18 Purchase of Service Agreement Between
MMAP, Inc.**

**6105 W. St Joseph Hwy, Suite 204, Lansing, MI 48917
And Isabella County Commission on Aging
2200 S. Lincoln Rd
Mt. Pleasant, MI 48858
EIN #38-6004859**

For the Delivery of MIPPA Beneficiary Outreach and Assistance (MIPPA) Services

Amendment Purpose: The purpose of the amendment is to extend the period of performance for the delivery MIPPA Beneficiary Outreach and Assistance Services (MIPPA).

Period of Performance: A new project period begins October 1, 2019 and continues as long as funds for the Application Submission Purchase of Service Pool remain available, but no later than September 29, 2020. This agreement is in full force and effect for the period specified.

Original Agreement Conditions: It is understood and agreed that all other conditions of the original agreement remain the same.

The individual or officer signing this amendment certifies by his/her signature that s/he is authorized to sign this amendment on behalf of the responsible governing board, official, or contractor.

Signature of Authorized Representative

Date

Organization/Title

Jo Murphy

Executive Director MMAP, Inc.

October 15, 2019

Date



**MIPPA Beneficiary Outreach and Assistance Purchase of Service
Agreement between MMAP, Inc. and Isabella County Commission on
Aging (EIN 38-6004859)**

The Medicare Improvement for Patients and Providers Act (MIPPA) has provided an opportunity for partnership. The primary purpose of this partnership is to work together to provide information, counseling, and assistance that will help Medicare beneficiaries understand and apply for Medicare Low-Income Subsidy (LIS) or Medicare Savings Program (MSP) benefits through outreach and counseling assistance service.

This is an agreement between MMAP, Inc. located at 6105 W St Joseph Hwy, Suite 204, Lansing, MI 48917 and Isabella County Commission on Aging located at 2200 S. Lincoln Rd Mt. Pleasant, MI 48858 (Partner Agency) to provide information, one-on-one counseling, and assistance that will help Medicare beneficiaries understand and enroll in LIS or MSP.

MMAP, Inc. has formed a Purchase of Service Pool (Pool) for the purpose of reimbursing its MIPPA partners for their work to help Medicare beneficiaries enroll in LIS or MSP.

The federal funding provided to Partner Agency, by MMAP, Inc. will be paid at \$100.00 per LIS enrollment application and \$150.00 per MSP enrollment application. The Catalog of Federal Domestic Assistance (CFDA) number is 93.071 and the CFDA Title is Medicare Improvements for Patients and Providers Act; Medicare Savings Program, Low Income Subsidy & Prescription Drug Enrollment Assistance Outreach and Assistance: Priority Area 1 SHIPs and Priority Area 2 AAAs. The federal agency is the Department of Health and Human Services-Administration for Community Living and the federal grant award numbers are 1701MIMISH and 1701MIMIAA. The grant period is September 30, 2017 through September 29, 2018.

This contract begins October 1, 2017 and continues as long as Pool funds remain available, but no later than September 29, 2018. This is a pay for performance agreement. Agency Partners will be paid on a first come, first served basis until Pool funds have been depleted.

MMAP, Inc. will pay for application assistance with the appropriate documentation at the rate of:

- \$100.00 for each LIS Application
- \$150.00 for each MSP Application

Payments will be based on and processed once documentation for the LIS or MSP application has been received and reviewed by MMAP, Inc. Review of documentation for the LIS or MSP shall occur in order of documentation received.

Partner Agency will only be reimbursed for application assistance provided October 1, 2017 through September 29, 2018 or until Pool funds have been depleted, whichever occurs first. MMAP, Inc. shall provide Partner Agency with written notice in advance, any time it has determined that funds may run out prior to September 29, 2018.

Partner Agency Responsibilities:

1. Screen beneficiary for Low-Income Subsidy (LIS) eligibility
 - a. Ensure that good faith effort is made to obtain correct personal, income, and asset information in order to minimize application rejection
 - b. Complete SSA on-line application for LIS
 - c. Submit to MMAP, Inc. on a weekly basis copies of MIPPA Reimbursement Requests as verification of provided service
2. Screen beneficiary for Medicare Savings Program (MSP) eligibility
 - a. Ensure that good faith effort is made to obtain correct personal, income, and asset information in order to minimize application rejection
 - b. Complete Assistance Application DCH-1426 form or on-line MIBridges application for MSP benefit:
 - i. Mail completed paper applications to the appropriate MDHHS office or
 - ii. Complete and submit electronically on-line MIBridges applications
 - c. Submit to MMAP, Inc. on a weekly basis copies of MIPPA Reimbursement Requests as verification of provided service
3. Maintain in a locked, fireproof storage system, for seven years from the close of the 2017-18 MIPPA Grant, hard copy documentation that supports MIPPA services provided by the Partner Agency as reported on MIPPA Reimbursement Requests submitted to MMAP, Inc. Examples of supporting documentation include:
 - a. LIS: Successful Submission page for on-line LIS application or other documentation from the Social Security Administration acknowledging the beneficiary's application
 - b. MSP: application pages that include beneficiary information, request for health care coverage assistance, and beneficiary signature. Such information should be included on:
 - i. MIBridges application or recertification
 - ii. DHS-1426 Application for Health Coverage & Help Paying Costs
 - iii. DHS-1010 MSP Redetermination
 - c. Alternative documentation should only be retained with prior approval from MMAP, Inc.
4. Ensure that staff and counselors providing MIPPA Beneficiary Outreach and

Assistance services have no conflict of interest when providing health benefit information, counseling, and assistance.

5. Ensure that staff and counselors providing MIPPA Beneficiary Outreach and Assistance services safeguard confidential beneficiary information and the beneficiary information will be stored in a secure location, such as a locked, fireproof filing cabinet.
6. Ensure that Partner Agency staff who are certified MMAP counselors enter all MIPPA Beneficiary Outreach and Assistance "client counseling" activities into the on-line SHIP data reporting system, SHIPTools/NPR, and submit Public and Media Event forms documenting community outreach and education activities as specified by the counselors' MMAP regional coordinator.
7. Submit to MMAP, Inc. progress reports or other similar reports as requested by MMAP, Inc. the Michigan Aging and Adult Services Agency, The Administration for Community Living, or the National Center for Benefits Outreach and Enrollment or similar organization.

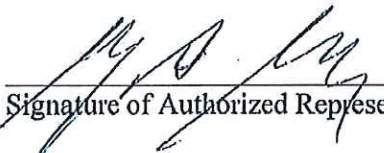
MMAP, Inc. Responsibilities:

1. Train Partner Agency staff and volunteers on LIS and MSP eligibility requirements, application procedures for LIS and MSP, and all MIPPA Beneficiary Outreach and Assistance reporting and reimbursement procedures which comply with all applicable state and federal laws and regulations. MIPPA Beneficiary Outreach and Assistance training may be held in collaboration with the Area Agencies on Aging (AAA). MMAP, Inc. will also offer MIPPA Partner Agency staff and volunteers the opportunity to become MMAP certified counselors.
2. Make available to Partner Agency revised LIS and MSP education materials and Medicare wellness and prevention education materials.
3. Schedule conference calls, as needed, with MIPPA Partners to review any changes to LIS or MSP benefits or application process, discuss MIPPA related issues or concerns, and report on best practices in reaching or serving beneficiaries.
4. Pay the Partner Agency \$100.00 for each completed and successfully submitted LIS and pay the Partner Agency \$150.00 for each completed and successfully submitted MSP applications, including redetermination applications. The Michigan Aging and Adult Services Agency (AASA) has established a similar Purchase of Service Pool for community agencies associated with regional Adult and Disability Resource Collaboratives (ADRC). MMAP, Inc. will not reimburse its MIPPA Partner Agencies for LIS or MSP applications that have been previously submitted to the AASA Purchase of Service Pool for reimbursement.
5. Upon reasonable request of Partner Agency, provide reports detailing the status of

- reimbursement requests received from Partner Agency.
6. Provide the Partner Agency with regular reports detailing the number of MIPPA enrollments in the Pool available for reimbursement. Complete MIPPA Reimbursement Requests submitted and received in the MMAP, Inc. office by noon on Thursdays will be subtracted from the Pool and the reduced total available enrollments will be indicated in the report.
 7. Secure and maintain the confidentiality and security of beneficiary information and all documents submitted by Partner Agency in accordance with the requirements defined herein and shall maintain information submitted by Partner Agency using commercially reasonable measures to ensure confidential beneficiary information unless specifically otherwise to meet the requirement of state or federal laws, whichever is more protective of the beneficiary.

This Agreement contains all the terms and conditions agreed upon by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind any of the parties.


The individual or officer signing this agreement certifies by his or her signature that he or she is authorized to sign this agreement on behalf of the responsible governing board or official.



Signature of Authorized Representative

March 6, 2018

Date



Jo Murphy, Executive Director
MMAP, Inc.

October 19, 2017

Date