

APDs, RFPs & MITA – What Is CMS Seeking?

**MMIS Conference
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Topics We'll Cover



- **Why the Need for Change?**
- **Benefits of an SS-A?**
- **How To Start? - MITA Source Documents & Process**
- **APD, RFP & SS-A Submission Requirements**
- **Allowable Funding**
- **Timetable for SS-A Adoption**
- **SS-A's Future Role in Certification**
- **Next Steps**

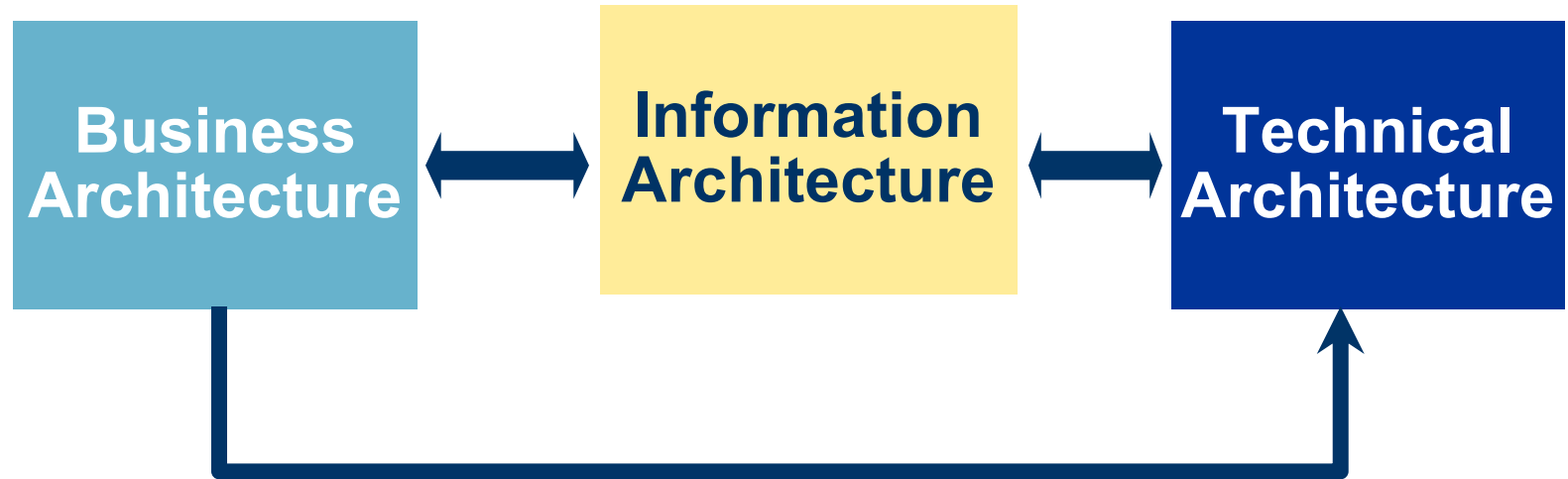
Why the Need for Change?

- **APD & RFP process is 30 years old**
- **States are supporting complex programs & policies with new systems**
- **Methodologies & standards are needed to document the State's As Is and To Be state**
- **Informal ad hoc exchange of information sharing & some collaboration**

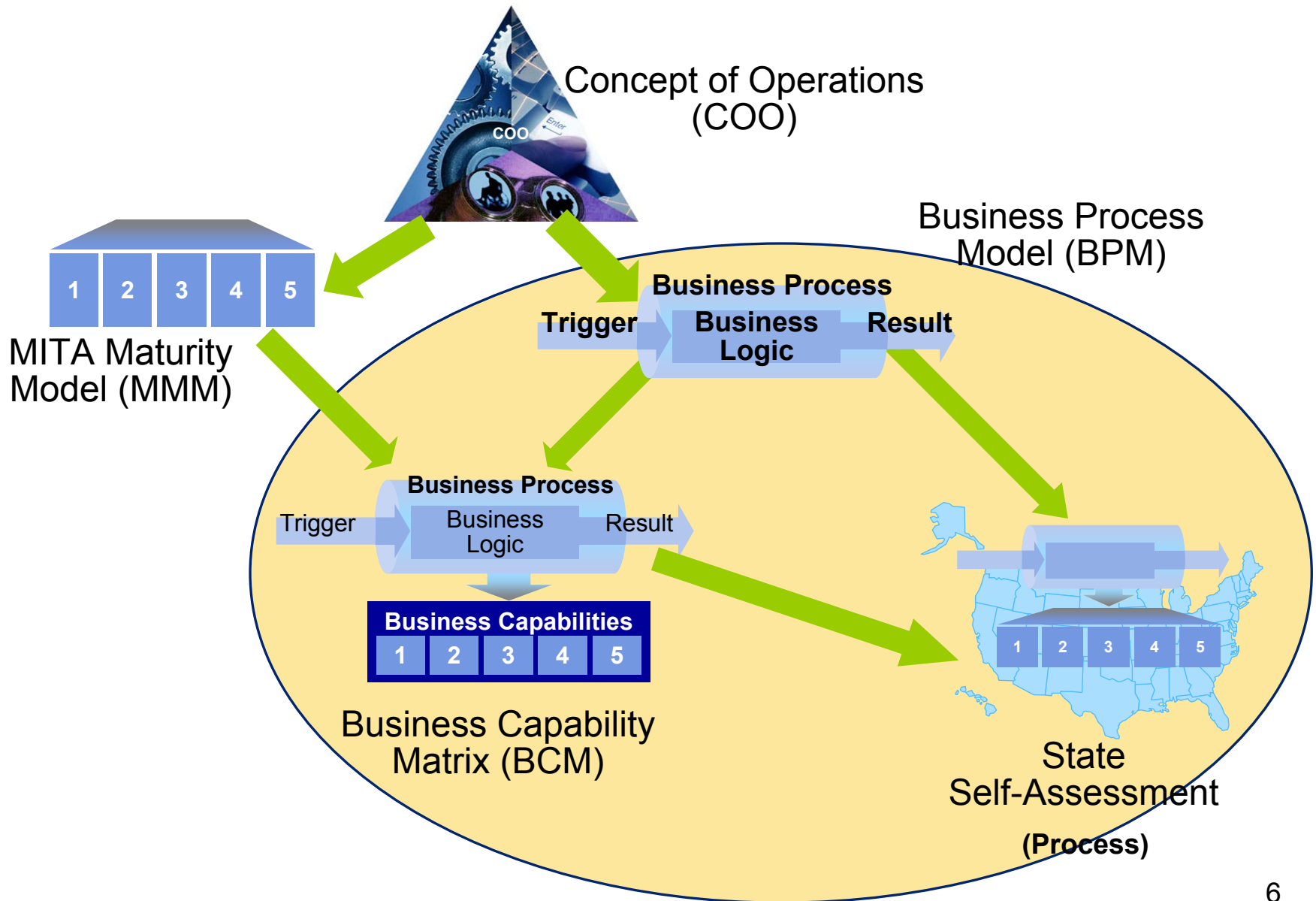
BENEFITS OF AN SS-A

- **State Self-Assessment (SS-A) Process**
 - Identifies the As Is state and To Be (target) state
 - Results are used for transition planning
- **Provides for a common point of reference and vocabulary for States, CMS & Industry**
 - APDs
 - RFPs
 - Collaborations

Self-Assessment Is a Component of the Business Architecture



Business Architecture Components



WHAT ARE THE STEPS IN AN SS-A Process?

There are four steps in completing the SS-A:

1. List & prioritize the State's goals and objectives
2. Define the State's current business model & map to the MITA BPM
3. Assess the State's current capabilities- As Is
4. Determine the State's target business capabilities- To Be

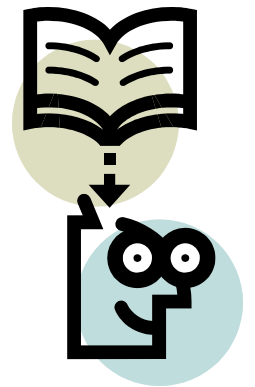
Following completion of the SS-A, CMS recommends that the State use the SS-A in developing its transition and implementation plan.

SOURCE DOCUMENTS

- **MITA framework 2.0 contains models and tools to guide states in the transformation process -- it does NOT contain implementation solutions.**
 - **Implementation solutions will be developed by states and industry**
 - **These solutions can be shared with others through a MITA repository.**
- **MITA team needs state support to refine business processes and develop business services.**
- **No vendor's product is "MITA-certified"**

Part I — Business Architecture

- Chapter 1 — Business Architecture Introduction
- Chapter 2 — Concept of Operations
- Chapter 3 — Maturity Model
- Chapter 4 — Business Process Model
- Chapter 5 — Business Capability Matrix
- Chapter 6 — State Self-Assessment
- Chapter 7 — Business Architecture Summary
- Appendix A — Concept of Operations Details
- Appendix B — Maturity Model Details
- Appendix C — Business Process Model Details
- Appendix D — Business Capability Matrix Details



STEP 1

List & Prioritize the State's Goals & Objectives

MITA Source Documents

- MITA Overview
- Chapter 1: Concept of Operations
- Appendix A: Concept of Operations Details



STEP 1 (Con't)

List & Prioritize the State's Goals & Objectives

Document the following :

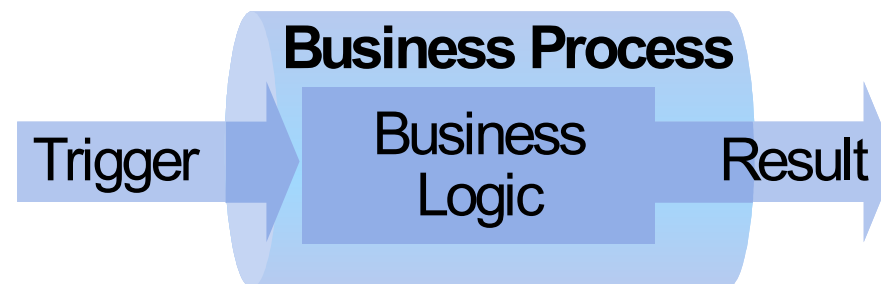
- Define As-Is operations
- Identify current stakeholders
- Identify major data exchanges among stakeholders
- List key enablers with an estimated time of impact
- Describe To-Be operations

STEP 2

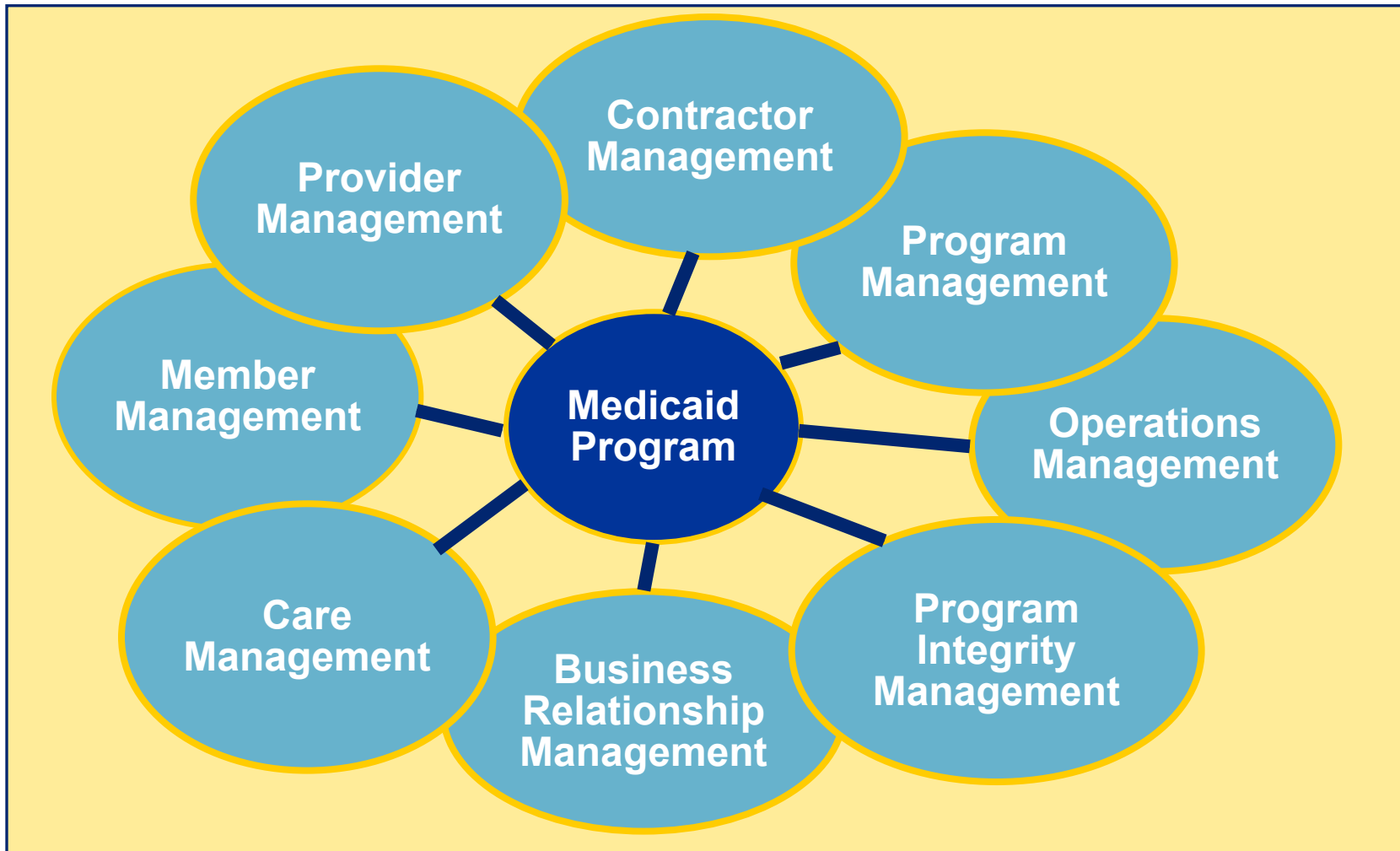
Define the State's current business model & map to the MITA BPM

MITA Source Documents

- Chapter 4
- Appendix C – Provides the Details



Business Areas Are High-level Groupings



Business Process Template

Tier 3: Enroll Provider		
Item	Details	Links
Description	A brief description of the complete business process	<i>Location in the Model</i>
Trigger Event	An occurrence that triggers a business process (e.g., receipt of a request, phone call, or a scheduled date) The Trigger is a defined data set.	<i>Sources of Trigger events</i>
Result	One or more outcomes from the execution of the Business Logic (results are defined as <i>data in motion</i> and are the immediate output from the business process, not the ultimate, downstream result) The Result is a defined data set.	<i>Business processes affected by the Result</i>
Business Process Steps	A sequence of steps that execute the successful completion of the business process (steps start with a verb)	N/A
Shared Data	Shared data is <i>data at rest</i> (i.e., data stores accessed to complete a step in the business process) Shared data is a defined data set.	<i>List of data sources</i>
Predecessor	The preceding business process, the Result of which becomes an input Trigger to this business process	<i>Other BP</i>
Successor	The Results of this business process, which may become a Trigger for another business process	<i>Other BP</i>
Constraints	Conditions that must be met for this generalized process to execute (e.g., enrolling institutional providers requires different information from enrolling pharmacies)	<i>External rules</i>
Failures	An identification of the exit points throughout the business process where the Business Logic specifies that the process must terminate because of failure of one or more steps	<i>Failure Notifications</i>
Performance Measures	Measures that describe what can be measured but that are not specific measures in themselves, such as the following: 1. Time to complete process (e.g. real-time response = within ___ seconds; batch response = within ___ days)	<i>External source or performance measure rules</i>

STEP 3

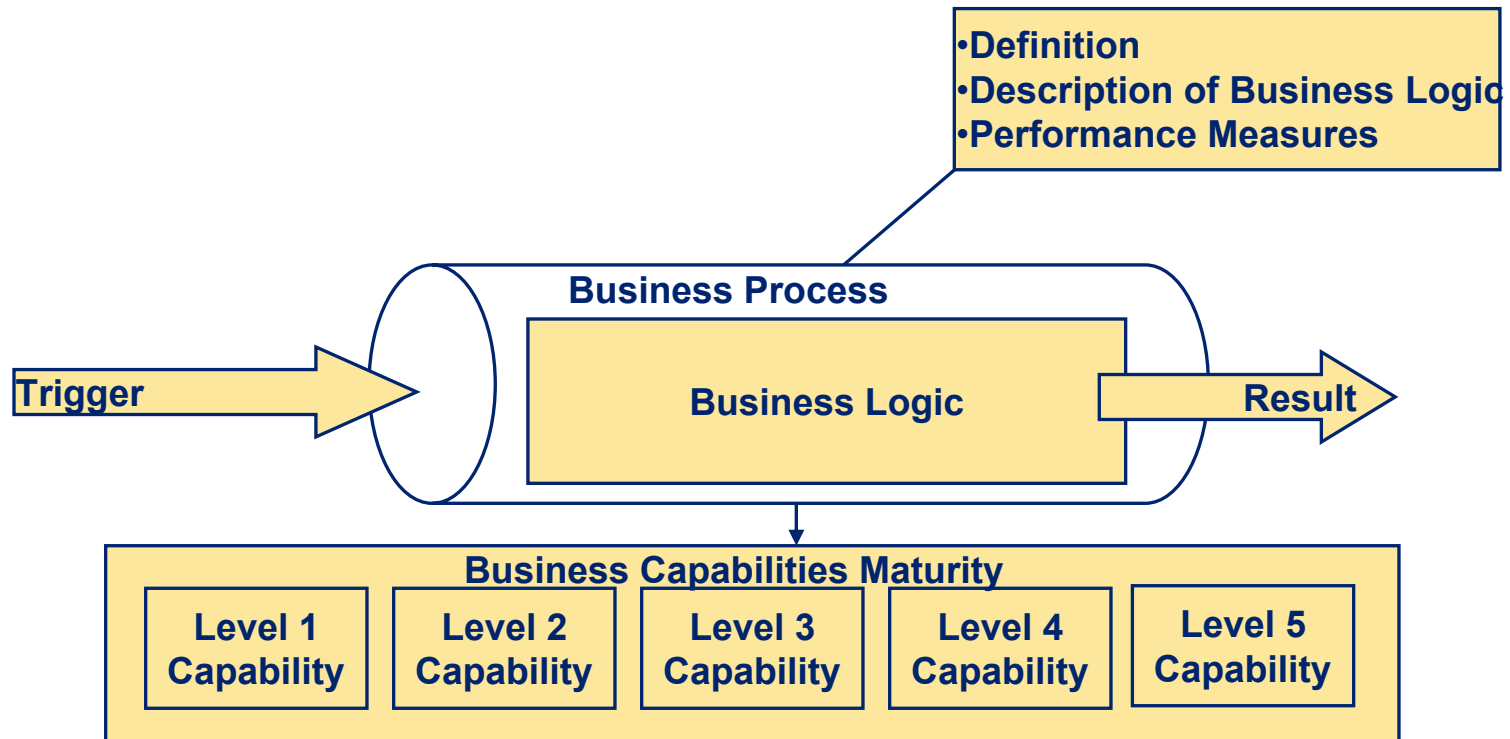
Assess the State's Current Capabilities

MITA Source Documents

- Chapter 5
- Appendix D



MITA Business Process and Business Capabilities



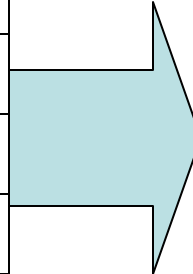
MITA Business Capability Matrix

Business Process	Business Capabilities per Level				
	Level 1	Level 2	Level 3	Level 4	Level 5
Enroll Provider	Level 1 Capability	Level 2 Capability	Level 3 Capability	Level 4 Capability	Level 5 Capability
Authorize Service	Level 1 Capability	Level 2 Capability	Level 3 Capability	Level 4 Capability	Level 5 Capability
Adjudicate Claim	Level 1 Capability	Level 2 Capability	Level 3 Capability	Level 4 Capability	Level 5 Capability
Verify Eligibility	Level 1 Capability	Level 2 Capability	Level 3 Capability	Level 4 Capability	Level 5 Capability

Sample State Self-Assessment Profile

Business Processes

1 - 80



As Is Capabilities

1	2	3	4	5	1	2	3	4	4
2	3	2	2	2	2	2	2	3	1
2	3	3	2	2	3	3	2	2	1
2	3	2	2	3	3	3	2	2	2
2	2	2	4	4	3	3	2	2	2
2	2	1	3	3	3	4	4	5	3
2	2	2	3	2	2	2	2	2	2
2	1	2	2	1	1	3	3	3	3

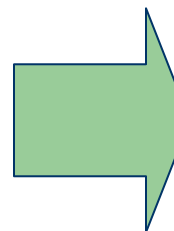
STEP 4

Determine the State's Target Business Capabilities

MITA Source Documents

- Chapters 3 & 4
- Appendices C & D

To Be Business Capabilities

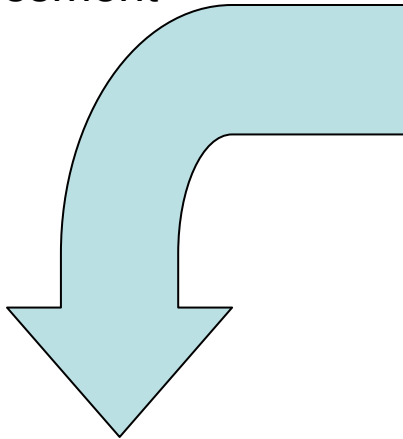


1	2	3	4	5	1	2	3	4	4
2	3	2	2	2	2	2	2	3	1
2	3	3	2	2	3	3	2	2	1
2	3	2	2	3	3	3	2	2	2
2	2	2	4	4	3	3	2	2	2
2	2	1	3	3	3	4	4	5	3
2	2	2	3	2	2	2	2	2	2
2	1	2	2	1	1	3	3	3	3

State Business Capability Level Profile

Business Process Capability Level Assessment

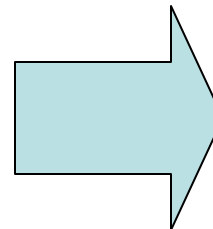
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2	2	2	2	2	3	3	2	2	2
2	2	1	3	2	3	2	2	2	3
2	2	2	3	2	2	2	2	2	2
2	1	2	2	1	1	3	3	2	2



As Is Business Capabilities

1	2	2	2	2	1	2	2	2	2
2	3	2	2	2	2	2	2	3	1
2	3	3	2	2	3	3	2	2	1
2	3	2	2	3	2	3	2	2	2
2	2	2	2	2	3	3	2	2	2
2	2	1	3	2	3	2	2	2	3
2	2	2	3	2	2	2	2	2	2
2	1	2	2	1	1	3	3	2	2

Determine Target Capabilities



To Be Business Capabilities

1	2	3	4	5	1	2	3	4	4
2	3	2	2	2	2	2	2	3	1
2	3	3	2	2	3	3	2	2	1
2	3	2	2	3	3	3	2	2	2
2	2	2	4	4	3	3	2	2	2
2	2	1	3	3	3	4	4	5	3
2	2	2	3	2	2	2	2	2	2
2	1	2	2	1	1	3	3	3	3

8 BAs

79 BPs

MITA Business Area	MITA Business Process	Equivalent State Process(s)	As It State	To Be State
Provider Management	PM Enroll Provider			
	PM Disenroll Provider			
	PM Inquire Provider Information			
	PM Manage Provider Communication			
	PM Manage Provider Grievance and Appeal			
	PM Manage Provider Information			
	PM Perform Provider Outreach			
	PM Enroll Provider			
	PM Disenroll Provider			

APD & RFP Submission Requirements

- **SS-A is submitted along with the APD & RFP**
- **It is a separate stand-alone document**

ALLOWABLE FUNDING

Still Applicable:

- **State Medicaid Manual, Part 11**
- **45 CFR, Part 95.605**
- **State Self-Assessments funded at 90%**
- **Considered requirements analysis**

TIMETABLE FOR SS-A ADOPTION



October, 2006 – March 2007

- **Publish APD/RFP “white paper”**
- **Update MITA WEB site**
- **Provide training to CMS staff**
- **Outreach to States to add the SS-A process into their planning activities**

TIMETABLE FOR SS-A ADOPTION (Continued)

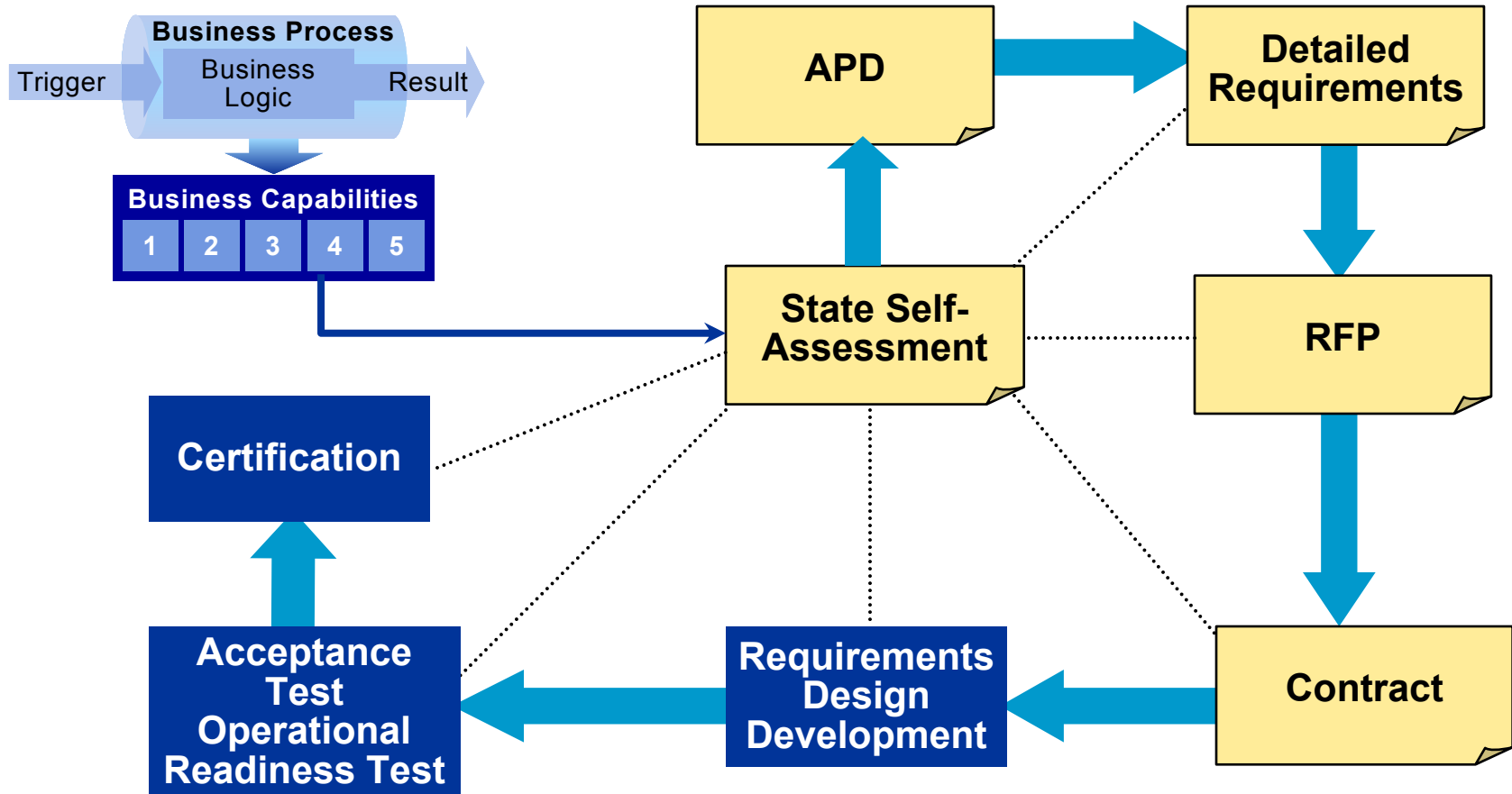
April 1, 2007

- **SS-A process mandatory for new APDs/RFPs**

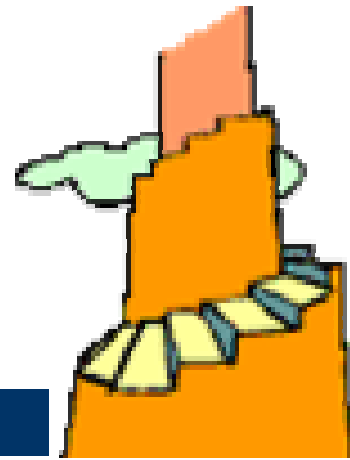
April – September 2007

- **Include State examples on MITA Web site**
- **Finalize templates for State use**

SS-A's Future Role in a Certification Life Cycle



NEXT STEPS



- **State Self Assessments**
 - Gather
 - Publish
 - Share
- **Issue APD/RFP Guidance Action Transmittal**

ACTION TRANSMITTAL

- **Issue MITA APD/RFP Guidelines for 3rd quarter 2007**
- **Distribution List includes: State Agencies for Medicaid, Public Assistance & Information Executives (CIOs)**
- **Subject: Medicaid IT Architecture & APDs, RFPs**
- **Purpose: Guidance, Requirements, Funding, Templates**
- **Content**
 - **Background, policies, allowable costs, general program guidance, & the effective date or rollout period**