



Medicare Shared Savings Program



Application Process:
Question & Answer Session

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Agenda

- About the Application Process and Key Deadlines
- Important Reminders
- Website Resources
- Upcoming Application Webinars
- Previous Webinars
- Resources for the Application Process
- Question and Answer Session

About the Application Process

- The 2017 Shared Savings Program application and Skilled Nursing Facility (SNF) 3-Day Waiver application submission period is now open until Friday, July 29, 2016, at 5:00p.m. Eastern Time.
- CMS will not process applications received after the deadline.
- You must electronically submit your application through the Health Plan Management System (HPMS). Paper applications are not accepted.
- CMS will update the How to Apply webpage with news, information, and key dates for future application cycles.
- If you miss the deadline for the 2017 Shared Savings Program start date, your next opportunity to apply will be in spring 2017, for the 2018 program start date.
- Use the 2017 Application Toolkit to complete your application.

Application Submission Key Deadlines

Application Process	Deadline ¹
2017 Application Form Posted on CMS Website (Sample only for all applications ²)	Spring 2016 “Now Available”
Applications Submission Period (For all applications ²)	July 1, 2016 – July 29, 2016
Applications Due (For all applications²)	July 29, 2016, at 5:00 p.m. Eastern Time
First Request for Information (RFI-1) Response Due from Applicants	September 6, 2016
Second Request for Information (RFI-2) Response Due from Applicants	October 5, 2016
Third Request for Information (RFI-3) Response Due from Applicants	October 26, 2016
Application Approval or Denial Decision Sent to Applicants	Late Fall 2016
Reconsideration Review Deadline	15 Days from Notice of Denial

¹ All deadline dates are subject to change.

² The SNF 3-Day Waiver application is available to ACOs not currently participating in the program (initial applicants), currently participating ACOs with a 2014 start date that intend to renew (renewal applicants), and currently participating ACOs. Your ACO must be applying for the two-sided risk model under Track 3 or currently participating in Track 3 to be eligible to apply for the SNF 3-Day Waiver.

Reminders: Obtaining a CMS User ID to Access CMS Systems for all Applicants

- Your Notice of Intent to Apply (NOIA) confirmation email includes instructions on how to access CMS systems via a CMS User ID.
- If you have not already done so, send the completed CMS User ID form via tracked mail (e.g. FedEx) immediately to:
 - Centers for Medicare & Medicaid Services
Attention: HPMS Access
Mail Stop: C4-18-13
7500 Security Boulevard
Baltimore, MD 21244-1850
- Normal processing time is 3-4 weeks to obtain a CMS User ID. If you have questions about your CMS User ID, send an email to HPMS_Access@cms.hhs.gov.
- If you have a consultant(s) and have questions about the consultant authorization letter, send an email to HPMSConsultantAccess@cms.hhs.gov.

Reminders: All Shared Savings Program Applicants

- You must submit complete and accurate information for all ACO Contacts required at the time of application.
- You must select a track in your application:
 - Track 1: (one-sided model: shared savings)
 - Track 2 or Track 3: (two-sided model: shared savings/losses)*
 - If you choose Track 2 or Track 3, you must also select your symmetrical Minimum Loss Rate/Minimum Savings Rate (MLR/MSR)
- If you select Track 3, you must also indicate if you will be applying for the SNF 3-Day Waiver.
- If you intend to apply for the SNF 3-Day Waiver, you must complete a separate SNF 3-Day Waiver Application.

NOTE: Track 2 and Track 3 applicants will receive separate communication related to the repayment mechanism review process.

Reminders: Renewal Applicants

- Narratives and/or supporting documentation may be required to validate your response to questions in the application.
- You must select which currently-participating TINs you intend to include on your 2017 ACO Participant List by using the Renewal Applicant/Select Participant List function in the HPMS SSP ACO Participant List Management module.
 - If you submit an amendment, you must also submit the first and signature pages of the original executed agreement.
- You must delete any ACO Participants that will not continue to participate with your ACO beginning January 1, 2017 (through an HPMS Change Request).
- In regards to track selection, you have the option to also:
 - Extend your first agreement period under Track 1 for a fourth performance year and participate under Track 2 (two-sided model: shared savings/losses) for your second agreement period, or
 - Extend your first agreement period under Track 1 for a fourth performance year and participate under Track 3 (two-sided model: shared savings/losses) for your second agreement period.

Reminders: SNF Applicants

Applicants for the SNF 3-Day Waiver should take special note to the following regarding the application:

- Your governing body must approve the communication plan you submit to CMS.
- Your medical director and the healthcare professional responsible for the ACO's quality improvement and assurance processes under §425.112 must approve the beneficiary evaluation and admission plan that you submit to CMS.
- SNF affiliates are not required to be ACO Participants.
- SNF affiliates may partner with more than one Shared Savings Program ACO and across multiple CMS shared savings initiatives provided they do not appear on the Shared Savings Program ACO Participant List.
- The ACO must submit documentation that each eligible SNF has an overall rating of 3 or higher under the CMS 5-star Quality Rating System.
 - This documentation must include the facility name and a crosswalk to the eligible SNF's legal entity name, if there is a difference.

Reminders: SNF Applicants

- Your ACO must execute contractual agreements (“SNF Affiliate Agreements”) with each SNF affiliate to ensure that requirements regarding the SNF 3-Day Waiver are clearly articulated, understood and agreed upon.
- SNF Affiliate Agreements must satisfy the requirements of 42 C.F.R. § 425.612
- The SNF Affiliate Agreement with the ACO is at the Medicare enrolled TIN level and includes all SNF affiliates under the Medicare enrolled TIN that agree to affiliate with the ACO for purposes of the SNF 3-Day Rule Waiver.
 - The agreement must include the CCN #s and CCN legal business names of all SNFs that agree to affiliate with the ACO, along with all other requirements in § 425.612
- Agreements signed on behalf of the ACO and the Medicare enrolled TIN by individuals who are authorized to bind the ACO and the SNF affiliate, respectively.
- On the signature page of the SNF Affiliate Agreement, list each CCN number and CCN legal business name under the Medicare enrolled TIN that are SNF affiliate parties to the agreement, and a statement that the Medicare enrolled TIN, along with all SNF affiliates, agrees to the terms and conditions of the SNF Affiliate Agreement on behalf of each CCN listed.
- See [SNF 3-Day Rule Waiver Guidance](#) for details.

Reminders: Request for Information (RFI) Process

Application Review Period	ACO Response Due	Feedback
Application Submission	July 29, 2016, at 5:00 p.m. Eastern Time	Applications are due and CMS will begin reviewing applications.
First Request For Additional Information	September 6, 2016	<p>Receive deficiencies found with your attestations, supporting documentation, ACO Participants/SNF affiliates and ACO Participant/SNF affiliate Agreements. Receive your estimated beneficiary assignment count.</p> <ul style="list-style-type: none"> • Correct attestation responses and supporting documentation • Final opportunity to change track selection • Final opportunity to Add ACO Participants and/or SNF affiliates • Edit/Delete ACO Participants and SNF affiliates • Correct ACO Participant agreements and SNF affiliate agreements
Second Request For Additional Information	October 5, 2016	<p>Receive deficiencies found with your attestations, supporting documentation, ACO Participants/SNF affiliates and ACO Participant/SNF affiliate Agreements. Receive your updated estimated beneficiary count (if applying to the Shared Savings Program).</p> <ul style="list-style-type: none"> • Correct attestation responses and supporting documentation • Delete ACO Participants and SNF affiliates • Correct ACO Participant agreements and SNF affiliate agreements
Third Request For Additional Information	October 26, 2016	<p>Receive deficiencies found with your attestations, supporting documentation, ACO Participants/SNF affiliates and ACO Participant/SNF affiliate Agreements. Receive your updated estimated beneficiary count (if applying to the Shared Savings Program).</p> <ul style="list-style-type: none"> • Final opportunity to correct attestation responses and supporting documentation • Final opportunity to delete ACO Participants and SNF affiliates • Final opportunity to correct ACO Participant agreements and SNF affiliate agreements

Upcoming Application Webinars

Upcoming webinars for ACOs who submit an Application (by invitation only):

- Aug 25: How to Respond to Your First Request for Information
- Sept 29: How to Respond to Your Second Request for Information
- Nov 7: 2017 Initial and Renewal Application Training on the HPMS Electronic Signature Management Module

NOTE: Dates are subject to change. We will send direct emails through HPMS to announce the details of these calls.

Previous Webinars

Shared Savings Program Applications Teleconferences and Events Web page:

- Training on the Health Plan Management System (HPMS) – July 7, 2016
- Overview of the Shared Savings Program Final Rule – June 21, 2016
- Skilled Nursing Facility 3-Day Waiver Application – June 13, 2016
- Application Review for Renewal Applicants – June 9, 2016
- Application Review for Initial Applicants – June 7, 2016
- Submitting Your NOIA and Renewing Your 3-Year Agreement with CMS (available on the internal Shared Savings Program Portlet only) – May 3, 2016
- Application Process Call – April 19, 2016
- Preparing to Apply for 2017 – April 5, 2016

Resources for the Application Process

- Shared Savings Program How to Apply webpage
 - Includes steps to the application process, Application Toolkit, Application Reference Manual, and key application dates.
- For HPMS technical assistance with submitting your application online through HPMS
 - Email: HPMS@cms.hhs.gov
 - Call: 1-(800)-220-2028
- Questions related to the application process
 - Email: SSPACO_Applications@cms.hhs.gov
- CMS User ID Password Reset
 - Email: CMS_IT_SERVICE_DESK@cms.hhs.gov
 - Call: 1-(800)-562-1963

Question and Answer Session

**CMS Subject Matter Experts are
available to answer questions**

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