



MEDICARE DRUG & HEALTH PLAN CONTRACT ADMINISTRATION GROUP

DATE: May 24, 2018

TO: All Medicare Advantage Organizations Seeking to Offer a Dual Eligible Special Needs Plans in Contract Year 2019

FROM: Kathryn A. Coleman
Director

SUBJECT: Guidance for Submitting State Medicaid Agency Contracts

This memorandum provides guidance regarding contract requirements and submission deadlines for Medicare Advantage Organizations (MAOs) seeking to offer a Dual Eligible Special Needs Plan (D-SNP) in contract year (CY) 2019. The Medicare Improvements for Patients and Providers Act of 2008 (MIPPA) and the Affordable Care Act requires **all** D-SNPs to submit ratified State Medicaid Agency Contracts to CMS for each state in which they are seeking to operate.

New and existing D-SNPs must upload their CY 2019 Contract(s) and the corresponding Matrix Upload Document in the Health Plan Management System (HPMS) by **Monday, July 2, 2018 at 8:00PM ET**. D-SNPs that wish to have their SMAC reviewed for qualification as a fully-integrated dual eligible (FIDE) SNP must also upload the CY 2019 FIDE D-SNP Matrix Upload Document.

The HPMS gates are open and CY 2019 SMACs and the corresponding SMAC Matrix Upload Documents may be uploaded in HPMS until **Monday, July 2, 2018** when the gates close. Uploads may be made via the following path:

HPMS Home Page>Contract Management>Basic Contract Management>Enter Contract Number>Submit SMAC Application Data.

Please note: in order to fully complete the upload MAOs must click the “final submit” button. HPMS will generate a confirmation for each submission. Multi-year and/or evergreen contracts must be uploaded and reviewed by CMS each year.

While CMS expects D-SNPs to contract directly with State Medicaid Agencies, we recognize that some states are only able to contract with a limited number of D-SNPs. CMS may consider subcontracting arrangements with State Medicaid Managed Care Organizations to be equivalent to a direct state contract, as long as the subcontract contains all of the MIPPA required elements and the arrangement has been approved by the state.

An organization operating a contract with multiple D-SNP plan benefit packages (PBP) in a state with multiple contracts must upload all applicable contracts and specify in their MIPPA and FIDE SNP matrices the PBP to which each SMAC applies.

Per Chapter 16b section 20.2.2, any D-SNP that has an “evergreen clause” in its SMAC also must submit its SMAC to CMS by the established due date, **Monday, July 2, 2018 at 8:00PM ET.**, as well as include a letter from the State Medicaid Agency stating that the state intends to continue contracting with the MAO for the upcoming calendar year.