

What is the Duals Demonstration?

The Executive Office of Health and Human Services (EOHHS) is the state agency responsible for the Massachusetts Medicaid program, which is known as MassHealth. EOHHS has developed a program to integrate the delivery and financing of Medicare and Medicaid services for adults ages 21 through 64 who are eligible for both Medicare and Medicaid (Dual Eligibles). The purpose of this three-year Duals Demonstration is to improve quality of care and reduce health disparities, improve health and functional outcomes, and contain health care costs for Dual Eligibles.

What is the Implementation Council?

The Implementation Council is a new working committee that will be convened by EOHHS to operate during the Duals Demonstration. The Implementation Council will play a key role in monitoring access to health care and compliance with the Americans with Disabilities Act (ADA), tracking quality of services, providing support and input to EOHHS, and promoting accountability and transparency.

How many members are on the Implementation Council?

15 to 21 members will be selected.

How often do they meet?

The Implementation Council will meet monthly, bimonthly (six times per year), or quarterly and will hold meetings across Massachusetts. The Implementation Council will develop its own meeting schedule.

What does the Implementation Council do?

The Implementation Council will develop a work plan and meeting agendas. The roles and responsibilities will likely include advising EOHHS; soliciting input from stakeholders; examining ICO quality, reviewing issues raised through the grievances and appeals process and ombudsperson reports, examining access to services (medical, behavioral health, and LTSS), and participating in the development of public education and outreach campaigns.

A consumer chair will develop agendas; facilitate the meeting; and ensure completion of work plan deliverables and the annual report.

EOHHS staff will support the Council by handling all meeting planning, accommodations and logistics; producing meeting materials; and supporting the consumer chair, as requested. EOHHS staff will attend all meetings to exchange information with the Implementation Council. The meetings will be open to the public. The Implementation Council will also prepare an annual report of its activities for submission to the Medicaid Director and the Secretary of EOHHS.

Who are the Implementation Council members?

Implementation Council members will represent the diverse communities affected by the Duals Demonstration. At least half of all Implementation Council members will be MassHealth members with disabilities or family members or guardians of MassHealth members with disabilities. Membership will also include advocates and peers from organizations such as community-based organizations, consumer advocacy organizations, service providers, trade organizations, and unions.

What supports are available to Implementation Council members?

Supports, including accommodations and optional relevant trainings, will be available for Implementation Council members who need them.

Will members of the Implementation Council be paid?

Stipends and travel reimbursements will be available for MassHealth members with disabilities and family members or guardians of MassHealth members with disabilities who are not paid by a community-based or consumer advocacy organization, provider/trade association, union or another organization/affiliate to represent them. Receipt of a stipend is optional and the amount may be reduced upon request of the affected Implementation Council member.

Stipends will be \$50 per meeting and \$25 for pre-meeting preparation work. Travel will be reimbursed at \$0.555 per mile (updated annually), plus reimbursement for the cost of tolls and parking or the cost of transportation. If requested, options for pre-paid transportation will be explored.

What commitment is required from Implementation Council members?

Members will serve through December 2016. Members are expected to be available to devote the time needed to perform the roles and responsibilities of the Implementation Council, review all meeting materials in advance of meetings, attend and participate in all meetings, participate in the development of work plan deliverables, and provide advice and guidance to EOHHS. Members should possess strong analytic skills, critical reading skills, good interpersonal and communication skills, be a resident of Massachusetts, and not be employed by an Integrated Care Organization. The Secretary of EOHHS may remove members who are not meeting these obligations or not qualified and appoint new members, as needed.

How can I apply?

A completed nomination form and letter of reference are required. Self-nominations are permitted. Nominations to the Implementation Council must be submitted by December 17 at 5 PM. Any responses received after the deadline will not be accepted. The form is available online at www.mass.gov/masshealth/duals under Related Information. Email Geraldine.Sobkowicz@state.ma.us or call Geraldine Sobkowicz at (617) 573-1678 if you need the form mailed to you or would like to request a reasonable accommodation, such as the information in an alternative format.

Please note that applicants selected to participate on the Implementation Council will be required to sign contracts and submit the following additional forms as required by the Commonwealth: Standard Contract form, Commonwealth Terms & Conditions Form; and W-9 Form (Request for Verification of Taxation Reporting Information). *Applicants are not required to submit these forms with their nomination form.*

What is the selection process?

EOHHS will convene a team of state agency staff familiar with the Duals Demonstration to evaluate all completed applications. The evaluation team will recommend a board of 15-21 members to the Medicaid Director and Secretary of EOHHS based on the selection criteria listed below. The Medicaid Director and Secretary of EOHHS will make the final decisions on the appointment of Implementation Council members. EOHHS reserves the right to contact the applicant or reference during the evaluation process to request written or oral clarification of his or her submission or otherwise discuss the response.

What are the selection criteria?

Submitted applications will be evaluated on:

- the strength, clarity, appropriateness and comprehensiveness of the applicant's response;
- understanding of the goals, roles and responsibilities of the Implementation Council;
- the applicant's qualifications, including stated interest, knowledge, skills and experience;
- the applicant's geographic location;
- the applicant's status as an individual or organizational representative; and
- the applicant's letter of reference.

At least half of all Implementation Council members must be MassHealth members with disabilities or family members or guardians of MassHealth members with disabilities. It is the goal of the evaluation team to select a panel of members that includes, at a minimum, the following individuals or affiliations:

- At least one representative from each Duals Demonstration population:
 - o Adults with physical disabilities
 - o Adults with intellectual/developmental disabilities
 - o Adults with serious mental illness
 - o Adults with substance use disorders
 - o Adults with disabilities with multiple chronic illnesses or functional and cognitive limitations
 - o Adults with disabilities who are homeless;
- Representatives from community-based or consumer advocacy organizations serving each of the Duals Demonstration populations (approximately six representatives);
- Provider or trade association representatives for each of the following Duals Demonstration service types: medical, behavioral health, and long-term services and supports (approximately three representatives); and
- One union representative.

Public Records Notice

Please be aware that any information contained within a submitted nomination form, including voluntary self-identification as a recipient of MassHealth or Medicare coverage, may be made public. All responses and

information submitted in response to this nomination form are subject to the Massachusetts Public Records Law, M.G.L. c. 66, § 10, and M.G.L. c. 4, § 7, subsection 26.