

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, which currently runs through December 2016, 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 working committee convened by EOHHS to operate during the Duals Demonstration. The Implementation Council plays 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?

Fifteen members currently serve on the Implementation Council. EOHHS seeks to select up to six individuals for a maximum of 21 Council members. At least four of the individuals selected will be MassHealth members with disabilities or family members or guardians of MassHealth members with disabilities.

Who are the Implementation Council members?

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

What does the Implementation Council do?

The roles and responsibilities may include advising EOHHS; soliciting input from stakeholders; examining-quality in One Care, reviewing issues raised through the grievances and appeals process and One Care Ombudsperson reports, examining access to services (medical, behavioral health, and Long Term Services and Supports), and participating in the development of public education and outreach campaigns.

The Implementation Council selected a consumer representative to serve as its chair. The chairman develops agendas; facilitates the meeting; and ensures completion of work plan deliverables and the annual report.

EOHHS supports the Council by providing administrative support to coordinate meetings, accommodations and logistics; as well as produce meeting materials; and support the consumer chair, as requested. EOHHS staff attends all meetings to exchange information with the Implementation Council. The meetings are open to the public. The Implementation Council is also required to prepare an annual report of its activities for submission to the Assistant Secretary for MassHealth and the Secretary of EOHHS.

How often do they meet?

EOHHS anticipates that the Implementation Council will meet monthly or bimonthly through December 2016. Based on experience since the beginning of the Demonstration period, full Council meetings have been held on a monthly basis, with additional ad hoc subcommittee meetings.

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 Implementation Council member.

Stipends will be \$50 per meeting and \$25 for pre-meeting preparation work. Travel will be reimbursed at \$0.575 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?

Interested individuals are required to complete a nomination form and provide a letter of reference. Self-nominations are permitted. Nominations to the Implementation Council must be submitted electronically (preferred) or received by EOHHS by postal mail no later than Friday, July 24, 2015, at 5:00 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 or on COMMBUYS (www.commbuys.com) by searching the Bid Description field for keyword Implementation. Email Melissa.Morrison@state.ma.us or call Melissa Morrison at (617) 573-1611 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 that include the following 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 members to the Assistant Secretary for MassHealth and Secretary of EOHHS based on the selection criteria listed below. The Secretary of EOHHS or her designee 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 with the current members, 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.

EOHHS is only seeking representatives to fill vacancies on the Council for up to six vacant positions. For information regarding the current Implementation Council members, please see the One Care Implementation Council Current Membership document available online at www.mass.gov/masshealth/duals under Related Information or on COMMBUYS (www.commbuys.com) by searching the Bid Description field for keyword Implementation.

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.