



## EOHHS MEMORANDUM

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To: Medicaid Interested Parties

From: Laretta Converse, HSTP Project Director, EOHHS

Date: December 21, 2018

RE: Medicaid Accountable Entity Certification Guidelines for Program Year (PY 2)

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Below are guidelines regarding Accountable Entity Program Year 2 certification requirements. For currently certified AEs, recertification is based on Program Year 1 progress. Currently deferred AEs and new entities wishing to enter the program must express their intent to EOHHS as specified below.

### **Recertification**

For currently certified AEs, determination of continued certification will be made based on the final AE Documented Conditions Report due on April 15, 2019. Final PY 1 conditions reports will be used to determine PY 2 certification status as follows:

- Accepted: no additional evidence required;
- Accepted with deficiencies: demonstrated meaningful progress towards meeting conditions, however, deficiencies remain and/or additional evidence is required;
- Certification suspended: insufficient progress toward meeting the condition.

As a reminder, an AE is not eligible to earn HSTP incentive dollars if its certification is suspended.

### **Deferral status**

For currently certified but deferred AEs, a letter of intent (LOI) to reactivate their status as a certified AE must be submitted to the HSTP Project Director three months prior to the start of the AE program year (i.e. by April 1<sup>st</sup>). The LOI must affirm the AE's commitment to implementation of the conditions of certification as previously issued. It must also describe any significant changes and/or progress made as it relates to Domain 1-3 of the Certification Standards (Breadth and Characteristics of Participating Providers, Corporate Structure and Governance, and Leadership and Management).

### **Certification of new entities**

Entities wishing to apply for certification in the Accountable Entity program must submit a Letter of Interest (LOI) to the HSTP Project Director by January 30<sup>th</sup>. This LOI should clearly express the organization's intent to comply with the Year 2 Program Requirements as submitted to CMS on December 14, 2018 and the certification standards.

Additionally, the LOI should minimally include:

- legal name and brief description of the lead Applicant Accountable Entity, and how the entity is organized (proprietorship, partnership, corporation);
- legal names and brief description for any partner provider organizations;
- Specify the populations for which the Applicant is intending to be certified: Children, Adults, or Children and Adults