



State of Rhode Island and Providence Plantations

DEPARTMENT OF ATTORNEY GENERAL

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Peter F. Kilmartin, Attorney General

September 1, 2011

Steven M. Costantino
Secretary

Rhode Island Executive Office of Health and Human Services
600 New London Avenue – Louis Pasteur Building
Cranston, Rhode Island 02920

Re: Certification of Single State Agency

Dear Secretary Costantino,

As you requested, this letter is to certify that pursuant to R.I. Gen. Laws § 42-7.2-2, the Rhode Island Executive Office of Health and Human Services is designated as the single state agency authorized under Title XIX of the Social Security Act, 42 USC § 1396a *et seq.*

In addition, the Rhode Island Executive Office of Health and Human Services has the authority to adopt rules and regulations governing the administration of this program pursuant to R.I. Gen. Laws § 42-7.2-11.

Very Truly Yours,

Peter F. Kilmartin
Attorney General

**State Plan under Title XIX of the Social Security Act
State: Rhode Island**

**Description of the Organization and Functions of the Single State Agency
Rhode Island Executive Office of Health and Human Services**

The Executive Office of Health and Human Services (EOHHS) is the single State agency responsible for administering the Title XIX program. EOHHS is headed by the Secretary of Health and Human Services, who is appointed by the Governor and serves as the executive and principle point of accountability for the programs and services administered by the four health and human services agencies within its jurisdiction (1) the Department of Human Services, (2) Department of Children Youth and Families, (3) Department of Behavioral Healthcare, Developmental Disabilities and Hospitals, and (4) Department of Health.

The Secretary is vested with the authority to administer or supervise the administration of the Medicaid financed program and services provided by the agencies within EOHHS. The Secretary supervises all key offices and administrative personnel located in the Medicaid Program, which serves as the medical assistance unit required by 42 CFR 431.11. The Medicaid Program is headed by the Medicaid Director who, under the supervision of the Secretary, develops, analyzes, and evaluates Medicaid financed services and programs.

Prior to July 1, 2011, the Rhode Island Department of Human Services (DHS) was the single State agency designated by law for the purposes of administration of programs under Title XIX. Effective July 1, 2011 pursuant to Rhode Island General Laws, Chapter 42-7 .2-2(b), as amended by Article 3, Sub of the Acts of 2011, the Rhode Island General Assembly designated EOHHS as the single State agency.

The Secretary of EOHHS is the chief executive officer of the single State agency and in this capacity, plans, organizes, staffs, directs, and supervises all Medicaid financed programs and services through the Medicaid Program. The Secretary is responsible for ensuring that Medicaid beneficiaries have access to the quality services they need in the most cost-effective manner and setting.

TN: 11-008
Supersedes: 95 001

Approved: 8/2/12 Effective Date: 07/01/11

**State Plan under Title XIX of the Social Security Act
State: Rhode Island**

The Secretary has been empowered by law to adopt any rules and regulations for the administration of Medicaid programs and services. Additionally, the Secretary is authorized to direct the organization, finance and delivery of Medicaid services and programs. The Secretary also oversees any initiatives that use Medicaid as the basis for expanding access to affordable health coverage.

The BOHHS maintains memorandum of understanding with the following departments under its jurisdiction pertaining to the administration of Medicaid funded services and programs:

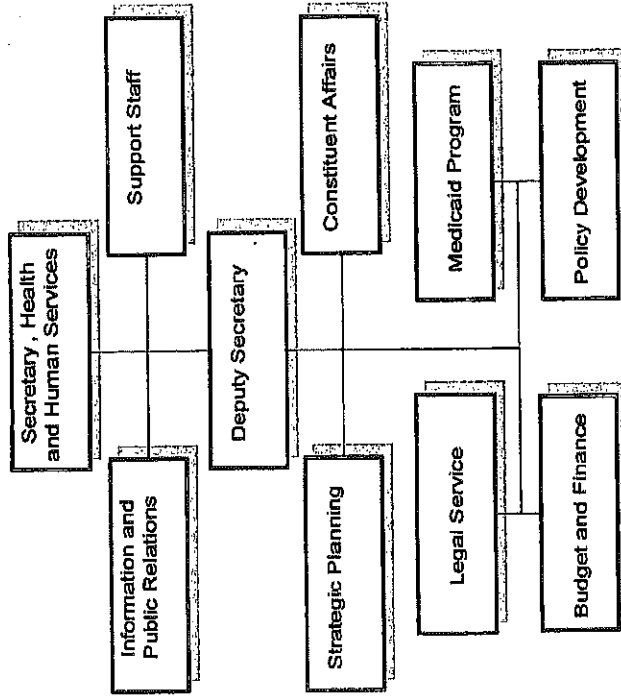
Department of Children, Youth and Families - health care services for children with special health care needs and in substitute care funded through federal and state programs

Department of Health - State survey agency

Department of Human Services – Community-based care for elders; Medicaid eligibility determinations for pregnant women, children and families, aged, blind, and disabled; financial eligibility determinations for Medicaid-funded long-term care.

Department of Behavioral Healthcare, Developmental Disabilities and Hospitals – community-based services for adults with developmental disabilities and adults with behavioral health needs.

EOHHS Organizational Chart



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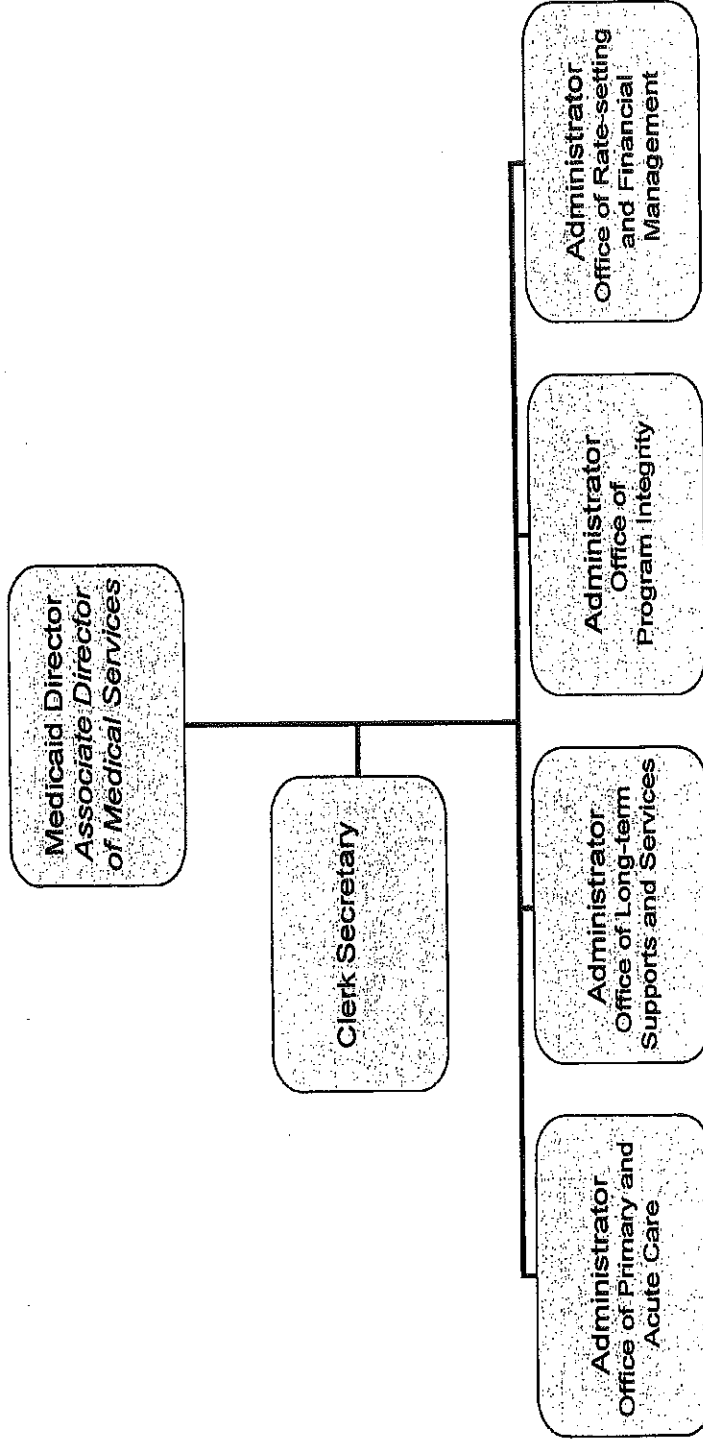
Rhode Island Executive Office of Health and Human Services
Medicaid Program

Description of the Medicaid Program:

The Rhode Island Medicaid Program was established by the Secretary to improve the efficiency, transparency, effectiveness and coordination of the Medicaid financed programs and services across state agencies. Key functions include:

- Overseeing administration and operations of the Medicaid program, including the Title XIX state plan, Section 1115 Demonstration Project, Title XXI SCHIP plan, and Home and Community-Based Services;
- Managing requests for state plan and waiver amendments and new waivers authorized by the Secretary;
- Assisting the Secretary in coordinating implementation of Medicaid policies administered by the State's health and human service agencies;
- Analyzing federal Medicaid-related policy activities, including proposals being considered by Congress and national policy groups, and identifying Medicaid policy changes in other states of potential significance to Rhode Island;
- Assisting the Secretary in developing budget and policy documents on Medicaid related matters for the Governor's staff, legislators, the leaders of the state's health and human services agencies, and other interested parties.
- Coordinating complex projects that affect the Medicaid program in part or as a whole;
- Managing within EOHHS the promulgation of regulations for Title XIX or XXI eligibility, payments, rates, billing, service coverage, and provider participation policies;
- Supporting the purchase of high quality health services in a manner that promotes program goals, maximizes efficiency, and supports leveraging available federal and third-party funding;
- Coordinate with EOHHS and its agencies the process of Medicaid budget forecasting and the implementation and analysis of Medicaid purchasing strategies;
- Conduct economic analysis on various purchasing and reimbursement policies and present policies and options to program staff for consideration; and
- Monitor the academic literature and the purchasing methods of other states and payers to identify best practices and innovative approaches to purchasing health care services.

EOHHS/Medicaid Program



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**State Plan under Title XIX of the Social Security Act
State: Rhode Island**

Medicaid Program: Professional Medical Personnel and Supporting Staff

The Medicaid Program employs the following professional medical personnel:

1. Medical Director for Clinical Authorizations

This position is filled by a physician. The position is funded under the State's Management Services contract. Duties include the review of prior authorization requests; the review of new benefit coverage requests; active participation in the Pharmacy and Therapeutics Committee; active participation in the Drug Utilization Review Board. The Medical Director also convenes and leads the Medical Care Advisory Committee.

2. Medical Director for Strategic Planning

This position is filled by a physician. The position is funded under the State's Management Services contract. Duties include the development of a patient-centered medical home model within Medicaid; assistance in the development of new delivery systems and initiatives.

Office of Long-term Supports and Services

3. Medical Assistance Review Team: 2 nurses; 1 social case worker; 2 data control clerk

The Medical Assistance Review Team is responsible for the determination of disability for those individuals who do not meet the SSA requirements for disability.

4. Office of Community programs: 4 nurses; 4 social workers; 2 data control clerks

The Office of Community Programs is responsible for assisting Medicaid eligible adults with disabilities or who are elderly to access appropriate community-based services.

5. Office of Medical Review: 6 nurses; 1 clerk

The Office of Medical Review is responsible for the determination of clinical eligibility for Medicaid-funded long-term care.

Office of Primary and Acute Care

6. Children with Special Health Care Needs: 3 nurses; 3 social caseworkers; 1 eligibility technician; 2 data control clerks

This program assists children with special health care needs and their families have access to appropriate services.

When necessary for consultation on additional prior authorizations, fair hearings, or exception requests, the Medicaid program has contractual relationships with clinical specialists such as physicians, dentists, physical therapists, and contracts such as the pharmacy benefits manager contract, to provide access to other pertinent clinical expertise.

**State Plan under Title XIX of the Social Security Act
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Eligibility Determinations

In Rhode Island, the agency that determines eligibility for families and for individuals under 21 and for the aged, blind, or disabled is the Rhode Island Department of Human Services (DHS), the single State agency for the financial assistance program under title IV-A.

The Rhode Island Department of Human Services conducts the following Medicaid Eligibility functions:

- Determination of Eligibility for families and individuals under age 21;
- Determination of Eligibility for individuals who are aged, blind, or disabled;
- Determination of Financial Eligibility for individuals and couples seeking eligibility for Medicaid-funded long-term care services and supports.

A written agreement between the Single State Agency (EOHHS) and DHS reflects the written responsibilities of each party.

When changes to the eligibility determination process are required, the Medicaid Director will send a written memo to the DHS Director. This memorandum will describe the policy change and the necessary implementation steps. The information will be disseminated to the Associate Director of Management Services who will communicate to the Regional Managers and Administrator of Long-term Care, when appropriate, through written policy changes. The Associate Director of Management Services will also initiate the process for changes to the Eligibility System, INRHODES, to reflect the new policy. The Associate Director of Management Services will provide the Medicaid Director with regular status updates and with a notification once all the changes have been implemented.

Any other functions related to Medicaid Eligibility are conducted within the Medicaid Program of the Executive Office of Health and Human Services.



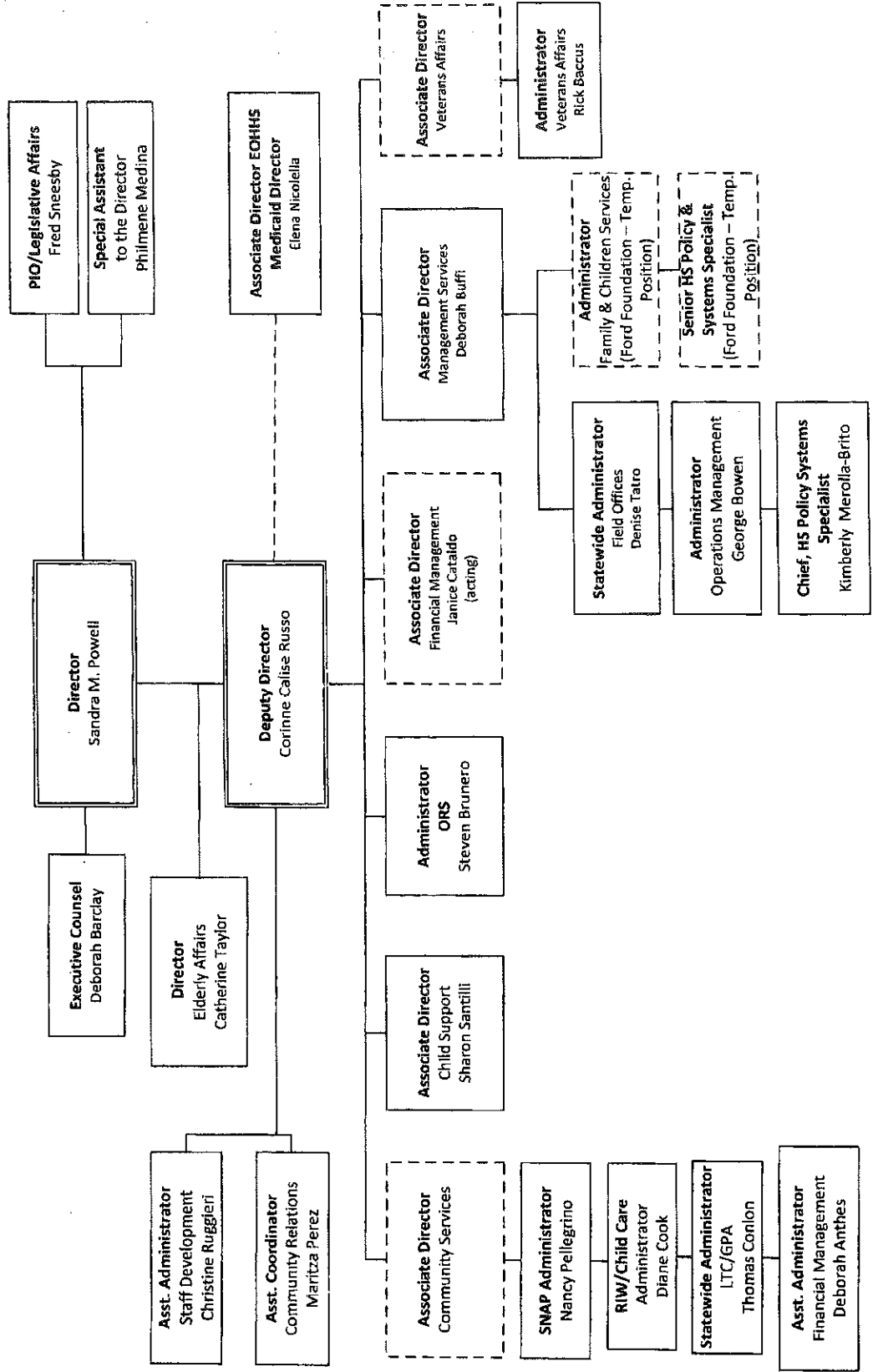
State of Rhode Island

Department of Human Services

Sandra M. Powell, Director | Lincoln D. Chafee, Governor

Department Senior Staff

as of July 5, 2012





State of Rhode Island
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DHS Regional Family Centers

