Provider Orientation - 2024

MOLINA HEALTHCARE - MICHIGAN



Welcome and Reflection

Coming together is a beginning, staying together is progress, and working together is success.

-Henry Ford





Agenda

- Welcome to Molina Healthcare
- Provider Responsibilities
- Provider Online Resources
- Provider Pre-Enrollment Portal
- Member Identification Cards
- Medicaid Redetermination
- Availity
- Prior Authorization (PA)
- Quality Improvement
- Claims and Compensation
- Transportation Services
- Provider Training Opportunities
- Provider Network Services
- Contact Molina



Welcome to Molina Healthcare!

Dear Provider:

We would like to extend a warm welcome and thank you for joining the Molina Healthcare of Michigan network. We are happy you have joined the Molina Family!

Molina Provider Relation Managers (PRM) are available to meet with your office and staff and to respond to questions, please email MHMProviderServices@MolinaHealthCare.com.

We look forward to working with you and your staff in providing the highest level of health care services to our Michigan members.

Sincerely,

Moter MW-SE MA

Martha Walsh, MD

Chief Medical Officer



Provider Responsibilities



Provider Responsibilities

Molina expects our contracted providers will respect the privacy of Molina members (including Molina members who are not patients of the provider) and comply with all applicable laws and regulations regarding the privacy of patient and member Protected Health Information (PHI).





Provider Online Resources



Molina Healthcare Website

Join Molina Healthcare of Michigan's Network

Medicaid/Healthy MI Plan/MIChild

Medicare

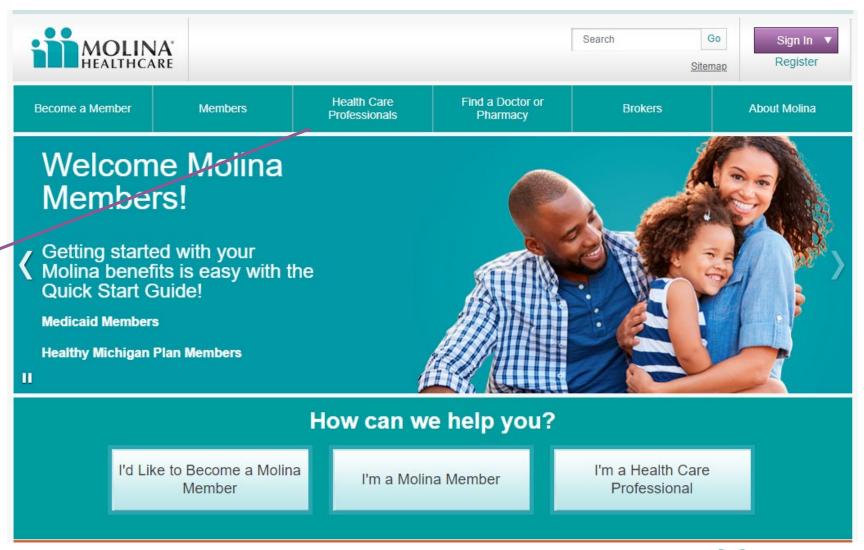
Dual Options

Marketplace

Provider Portal

Prior Auth LookUp Tool

Welcome to Molina Healthcare of Michigan





Provider Online Resources

Molina's Provider Website has a variety of online resources:

Provider Online Directory

Member Rights and Responsibilities



Contact Information Provider Manual

Preventive and Clinical Care Guidelines

Prior Authorization Information

Claim Dispute

Provider Communications: Provider Bulletins and Provider Newsletters

Fraud, Waste, and Abuse Information

Advanced Directives

Molina Payment Policies

Molina Clinical Policies

Pharmacy Information

Health Insurance Portability and Accountability Act (HIPAA)

Frequently Used Forms

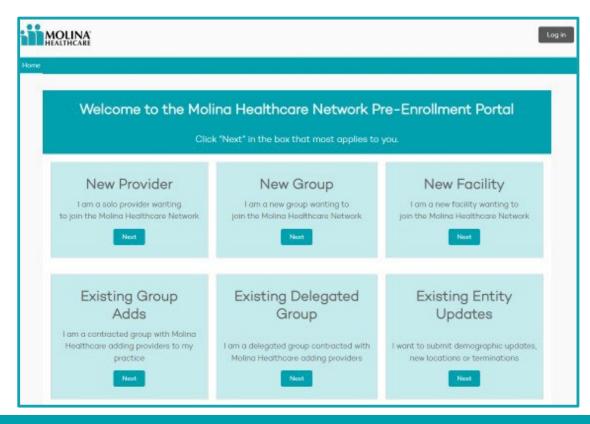


Provider Pre-Enrollment Portal

Molina's Provider Website has a variety of online resources:

Provider Pre-Enrollment Portal

- Providers are re-directed to the pre-enrollment portal from the Join Our Networkpage.
- No login is required to access this site.
- The provider will select the appropriate workflow, fill in all required fieldsand submit the request.
- Select New Provider to view their pre-enrollment form.







2023 Medicaid Provider Manual

PROVIDER MANUAL

(Provider Handbook)

Molina Healthcare of Michigan, Inc.
(Molina Healthcare or Molina)

Medicaid 2023

Capitalized words or phrases used in this Provider Manual shall have the meaning set forth in your Agreement with Molina Healthcare. "Molina Healthcare" or "Molina" have the same meaning as "Health Plan" in your Agreement. The Provider Manual is customarily updated annually but may be updated more frequently as needed. Providers can access the most current Provider Manual at MolinaHealthcare.com.

Providers may request a printed copy of this manual by sending an email request to MHMProviderServicesMailbox@MolinaHealthcare.com or by phone at 947-622-1230

Molina Healthcare of Michigan 2023 Medicaid Provider Manual - Updated 02/23 **Contract Information**

Enrollment, Eligibility and Disenrollment

Credentialing and Recredentialing

Claims and Compensation

Appeals and Grievances

Pharmacy

Health Care Services

Quality

Behavioral Health

Compliance

Cultural Competency and Linguistic Services

Member Rights and Responsibilities

Benefits and Covered Services

Provider Responsibilities

Delegation



2023 Medicare Provider Manual

PROVIDER MANUAL

(Provider Handbook)

Molina Healthcare of Michigan, Inc.

(Molina Healthcare or Molina)

Medicare Advantage 2023

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Last Updated: 01/2023

Molina Healthcare Medicare Manual

Contract Information

Provider Responsibilities

Cultural Competency and Linguistic Services

Member Rights and Responsibilities

Enrollment in Medicare Advantage Plans

Benefit Overview

Health Care Services

Behavioral Health

Quality Improvement

Risk Adjustment Management Program

Compliance

Claims and Compensation

Medicare Member Grievances and Appeals

Credentialing and Recredentialing

Delegation

Medicare Part D



2023 Dual Option-MI Health (MMP) Provider Manual

al Options

PROVIDER MANUAL

Molina Healthcare of Michigan, Inc. (Molina Healthcare or Molina)

Dual Options MI Health Link 2023



The Provider Manual is customarily updated annually but may be updated more frequently as policies or regulatory requirements change. Providers can access the most current Provider Manual at MolinaHealthcare.com.

Last Updated: 01/2022

Molina Healthcare Mi Health Link (MMP) Manual

Molina Dual Options (MMP)

Eligibility and Enrollment

Benefit Overview

Quality

Compliance

Health Care Services

Behavioral Health

Member Rights and Responsibilities

Cultural Competency and Linguistic Services

Delegation

Claims and Compensation

Credentialing and Recredentialing

Medicare Member Grievances and Appeals

Medicare Part D

Risk Adjustment Management Program

Managed Long Term Services & Support



2023 Marketplace Provider Manual

PROVIDER MANUAL

(Provider Handbook)

Molina Healthcare of Michigan, Inc.

(Molina Healthcare or Molina)

Molina Marketplace 2023

Capitalized words or phrases used in this Provider Manual shall have the meaning set forth in your Agreement with Molina Healthcare. "Molina Healthcare" or "Molina" have the same meaning as "Health Plan" in your Agreement. The Provider Manual is customarily updated annually but may be updated more frequently as needed. Providers can access the most current Provider Manual at MolinaMarketplace.com.

Last Updated: 02/2023



Molina Marketplace Manual

Marketplace Products

Contract Information

Provider Responsibilities

Cultural Competency and Linguistic Services

Member Rights and Responsibilities

Eligibility and Grace Period

Benefits and Covered Services

Health Care services (HCS)

Behavioral Health

Quality

Risk Adjustment Management Program

Compliance

Claims and Compensation

Complaints, Grievance, and Appeals Process

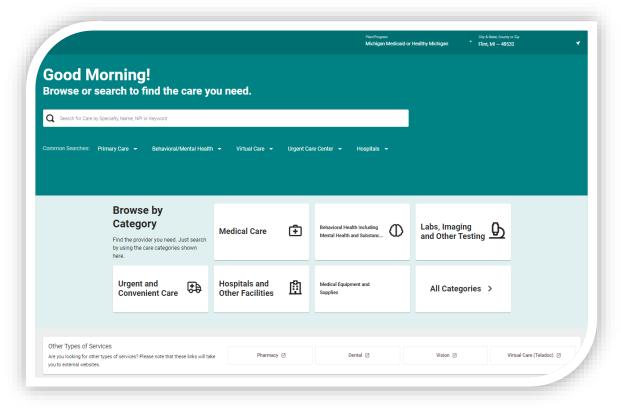
Credentialing and Recredentialing

Delegation

Pharmacy



Provider Online Resources – Provider Directory



- Molina Healthcare Providers are encouraged to use the Online Provider Directory located on our website to find a Molina Healthcare Plan provider.
- Molina Healthcare providers can be found by visiting our website at www.MolinaHealthCare.com and click on "Find a Doctor or Pharmacy"
- Providers can also update their information by using the Provider Change Form at: <u>Click</u> <u>Here for Provider Change Form</u>



Provider Online Resources – CAQH ProView

Molina Healthcare Strives for Accuracy on the Provider Online Directory

Molina utilizes CAQH profiles for credentialing, updates to practice addresses and other critical information. Although not required, Molina requests that all active Tax ID W9s also be added to the Documents section of the provider CAQH profile.

Molina encourages all providers to sign up to CAQH ProView in order to utilize Direct Assure as a tool to easily update and distribute provider directory data to Molina Healthcare.

Direct Assure requires re-attestation be completed every 120 days in CAQH ProView. Please be sure to stay current on the quarterly updates and attestations for all CAQH profiles.

For more information regarding CAQH Proview please visit:

ProView CAQH



Community Health Automated Medicaid Processing System - CHAMPS



- e Effective January 1, 2018, any individual or entity furnishing services to any Michigan Medicaid beneficiary are required to be enrolled in CHAMPS including in-network, out of network, and out of state contracted providers
 - Non-Contracted out of state providers are exempt
- Provider types required to enroll in CHAMPS:
 - All rendering, attending, ordering, referring, prescribing, and billing providers are considered "typical"
- What happens if the provider is not enrolled in CHAMPS
 - Medicaid Health Plans (MHP) and their subcontractors will be prohibited from reimbursing providers that do not comply with CHAMPS requirement.
- For more information on the CHAMPS registration process or to obtain additional information, please follow the link below:
 - https://www.michigan.gov/mdhhs/assistanceprograms/medicaid/portalhome/medicaidproviders/champs-a

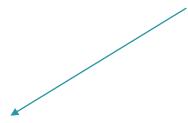


Member Identification Cards



Molina Healthcare Medicaid ID Card





MEMBERS:

To verify eligibility or change your Primary Care Provider (PCP) visit www.MyMolina.com or call Member Services (888) 898-7969. For hearing impaired, call TTY 711 or (866) 735-2929.

24-HOUR NURSE ADVICE LINE: If you have questions about your health, call (888) 800-2750 or (866) 648-3537 (Español). For hearing impaired, call TTY 711 or (866) 735-2929.

TRANSPORTATION: For rides to and from non-emergency medical visits, call (888) 898-7969.

DENTAL: To learn about dental benefits for members 21 and older, call (888) 898-7969.

To learn about Healthy Kids Dental benefits for members under 21, call the Beneficiary Help Line at (800) 642-3195. TTY (866) 501-5656.

60 VISION: To learn more about your vision benefits, please call (888) 898-7969.

PRACTIONERS/PROVIDERS/HOSPITALS:

For prior authorizations, eligibility, claims or benefits visit the Molina Web Portal at MolinaHealthcare.com or call (855) 322-4077.

PHARMACISTS: For pharmacy authorization questions, please call (855) 322-4077.

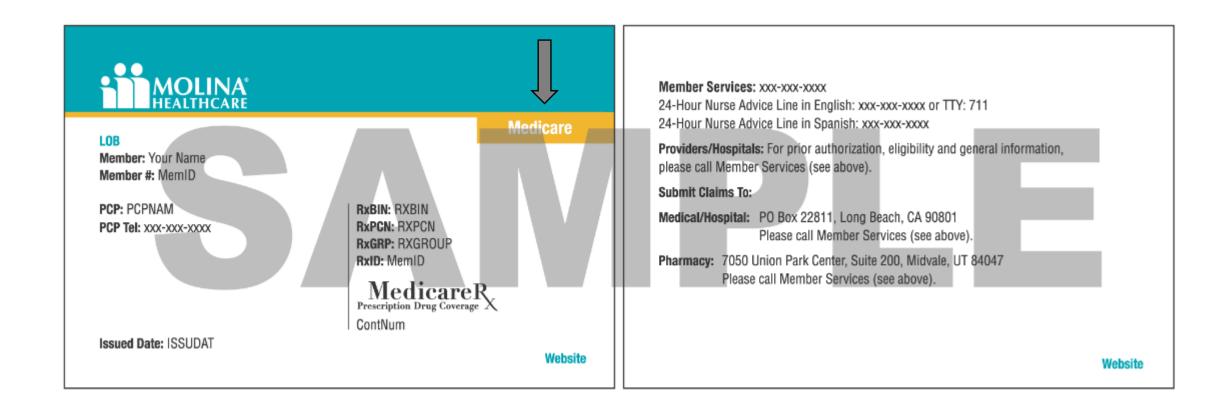
Claims Submission: PO BOX 22664 Long Beach, CA 90801

EDI Claims: Emdeon Payer ID: 42699 MolinaHealthcare.com

Member Services Contact Information

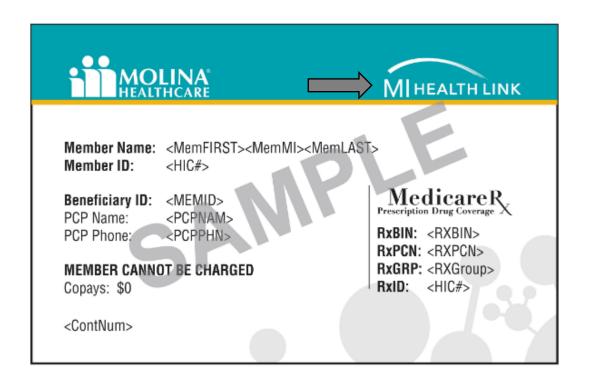


Molina Healthcare Medicare Complete Care ID





Molina Healthcare MMP Duals ID (MI Health Link) Card



In an emergency, call 911 or go to the nearest emergency room. If you are not sure if you need to go to the ER, call your PCP or the 24-Hour Nurse Advice Line.

Member Services: (855) 735-5604, TTY: 711

24-Hour Nurse Advice Line: (844)-489-2541

Website: MolinaHealthcare.com/Dua

Behavioral Health Services: Wayne (313) 344-9099, TTY: (800) 630-1044

Macomb (855) 996-2264, TTY: 711

24 Hr Behavioral Health Crisis Line: Wayne (800) 241-4949,

Macomb (586) 307-9100

Submit Claims To: P.O. Box 22668, Long Beach, CA 90801

EDI Claims: Emdeon Payer ID: 38334

Claim Inquiry: (855) 322-4077



Molina Healthcare Marketplace ID Card



Marketplace

Subscriber Name: <RemitInfo1> Subscriber ID: <PIC 1>

D08: <D08>

Medical Cost Share

Primary Care: <PCP Visit fee 1>... Specialist Visits: «Professional services 1» Urgent Care: «Urgent Care fee 1»

ER Visit: <Hospital ER fee 1>

Cost Shares are a summary only. Visit MyMolina.com for plan details.

Prescription Drugs

ID #: <Member ID 1>

Tier-1: <Financial Class 1> Tier-2: <Rx Formulatory fee 1>

Member: <Member Name 1>

Plan: < Program Name 1>

Tier-3: <Rx_Non_Formulatory_fee_1>

Effective Date: < Member Effective Date 1>

Tier-4: <Long Term 1>

Molina Healthcare of Michigan, Inc. RxBIN: <Bin_number_1> RxPCN: <RxPCN 1> RxGR0UP: <RxGroup_1>

MyMolina.com

This card is for identification purposes only and does not prove eligibility for service.

Member: Emergencies (24 hrs): when a medical emergency might lead to disability or death, call 911 immediately or get to the nearest emergency room. No prior authorization is required for emergency care.

Miembro: Emergencias (24 horas al día); si la emergencia médica puede resultar en muerte o discapacidad. Ilame al 911 inmediatamente o acuda a la sala de emergencias más cercana. No necesita autorización previa para los servicios de emergencia.

Remit claims to: Molina Healthcare, P.O. Box 22668, Long Beach, CA 90801

Member Services: (888) 560-4087 (TTY/TTD: 711) 24 Hour Nurse Advice Line: (888) 275-8750

Línea de Consejos de Enfermeras 24 horas (español): (866) 648-3537

CVS Caremark Pharmacy Help Desk: (800) 364-6331

Provider: Notify the health plan within 24 hours of any inpatient admission at the hospital admission notification phone number.

Prior Authorization/Notification of Hospital Admission and Covered Services:

(855) 322-4077

MyMolina.com



Medicaid Redetermination



Define Redetermination

What is redetermination?

The Michigan Department of Health and Human Services (MDHHS) annually reviews a member's eligibility for Medicaid benefits. This is called redetermination.

What is passive redetermination?

Some members are approved automatically (known as passively redetermination), meaning they do not have to complete the redetermination packet.

Who is included in passive redetermination?

Members are defined based on the type of assistance they receive from the Medicaid program. For example, if a member is a foster child, they are passively redetermined each year, until their birthday at age 26.

When does redetermination occur?

A member's redetermination date is the same month they initially enrolled in Medicaid the first time they applied for benefits. For example, if a member enrolled in April, they would have until April 30th to submit their redetermination paperwork.

How does the redetermination process work?

MDHHS benefit system, <u>MiBridges</u>, generates and sends beneficiaries their redetermination packet **45 days before their redetermination date to the address on file**. Members must complete this packet and return it with proof (documentation) to their assigned MDHHS caseworker.



Redetermination

GOALS

To work in partnership with the community to ensure that all eligible members/patients for Medicaid complete the redetermination process and keep their health coverage.





- Any Medicaid recipient who receives a redetermination packet from MDHHS, including:
 - TANF (Temporary Assistance for Needy Families)
 - MMP (Medicare/Medicaid Integrated Duals or MI Health Line),
 - HMP (Healthy MI Medicaid Expansion)
 - ABD (Aged/Blind/Disabled), who receives a redetermination packet from MDHHS
- Will members be passively renewed?

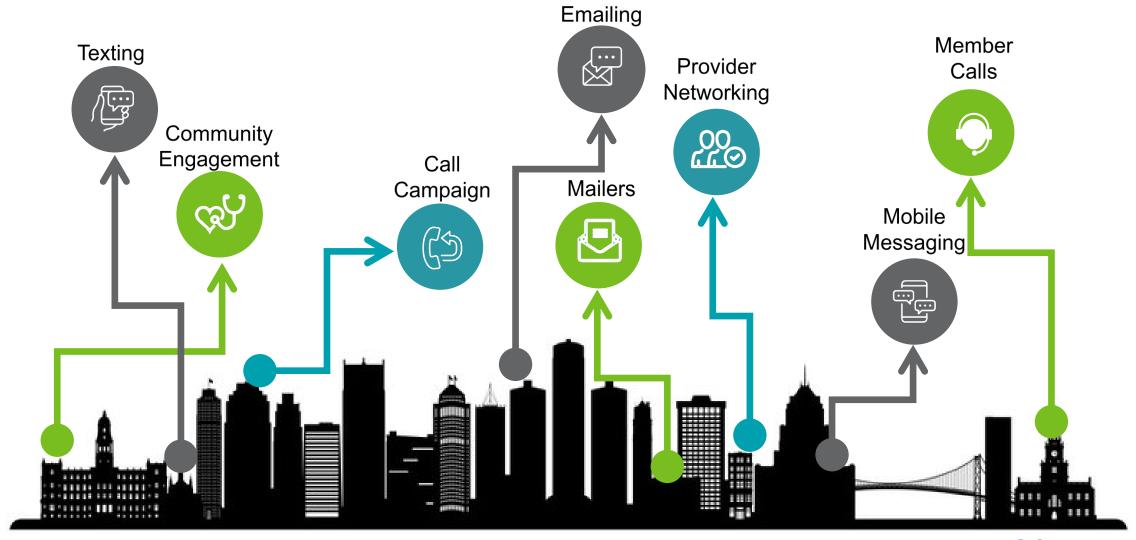


- Anxiety about what to do and about losing coverage
- Lack of knowledge about specifics regarding the redetermination process
- May not seek needed care if they lose coverage, potentially leading to worse health outcomes

Approximately, 80% of members **WILL NEED** to complete redetermination paperwork or they will be disenrolled from the Medicaid program.



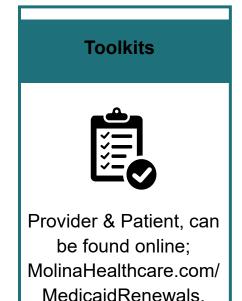
How will Molina connect with members?

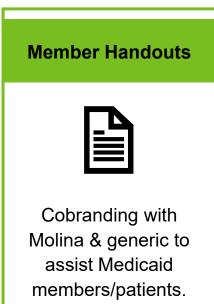




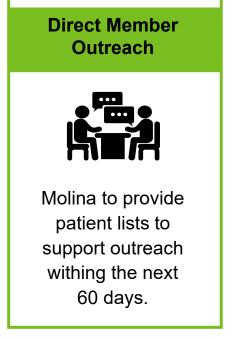
Community Collaboration Supporting Medicaid Patients

 We need your help reminding your Medicaid patients to update their contact information and renew their benefits, so they do not lose coverage. You can help us by:









If you have any questions, please contact your Provider Services Representative, send an email to MHMProviderServicesMailbox@molinhealthcare.com or give us a call at (947) 218-0886 or (947) 622-1230.

Availity



Availity (Provider Portal)

The Availity Provider Portal is a secure website that allows our providers to perform many self-service functions 24 hours a day, 7 days a week.

Molina Healthcare participating providers must register in order to access the portals.

In May 2023,
Molina Healthcare
transitioned to a
new provider portal
platform called
Availity



Click here to register



To register, select your organization type below



Select this option if you are a healthcare provider.

If you are a healthcare provider – i.e., physician practice, mental health provider, specialist, medical transportation service, or non-physician provider – click below to register. Questions about registering? Join us for a live webinar or explore other registration resources on our training microsite.

Register



Availity

Patient Registration

Claims & Payments





- Eligibility and BenefitsInquiry
- Authorization &Referrals
- Essentials Plus

- Claims Submission
- Claims Status &Payments
- Corrected Claims

- Express Entry
- Enrollment Center
- Manage Organization

- Applications
- HEDIS Information
- Resources
- News and Announcements



Prior Authorization (PA)

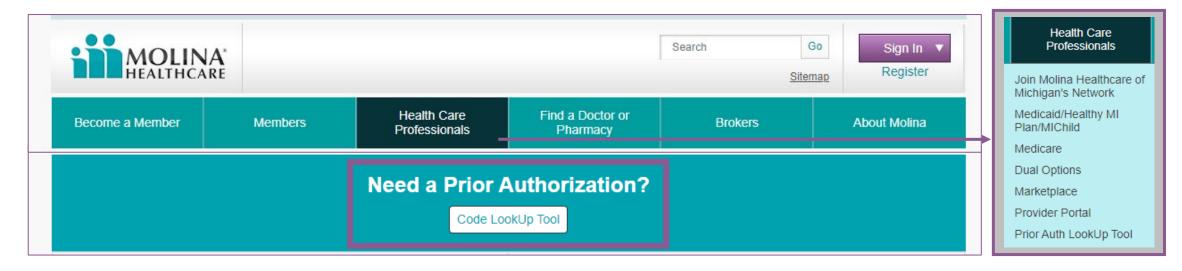


Prior Authorization (PA)

Prior Authorization (PA) is a request for prospective review. Requests for services on the Molina PA Code List are evaluated by licensed nurses and trained staff.



The PA Code List is a list of the services that require a provider to submit a PA request and if there are limitations to the code.





Quality Improvement



Quality Improvement

Molina's Quality Improvement Department leverages quality improvement science and best practices to ensure measurable improvements in the care and service provided to our members.



Molina's Quality Improvement Program complies with regulatory requirement and accreditation standards.

The Quality Improvement Program provides structure and outline specific activities designed to improve the care, service, and health of our members.

Quality
Improvement:
HEDIS
CHAPS

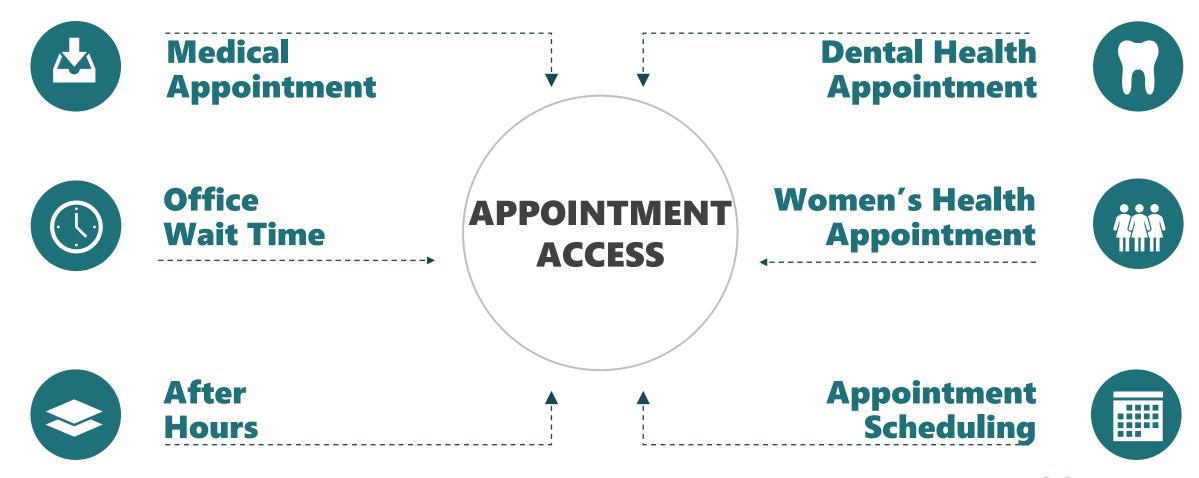
Preventive
Health &
Clinical
Practice
Guidelines

Behavioral Health Toolkit Opioid Safety
Education &
Resources



Access to Care

Molina maintains access to care standards and processes for ongoing monitoring of access to health care provided by contracted PCPs and specialists, providers are required to conform to the Access to Care standards.





Access to Care Standards

Office Wait Times For scheduled appointments, the wait time in offices should not exceed 30 minutes.

All PCPs are required to monitor waiting times and adhere to this standard.

After Hours Care All providers must have back-up (on call) coverage after hours or during the provider's absence or unavailability.

Providers must maintain a 24-hour telephone service, 7 days a week. Access may be through an answering service or a recorded message after office hours.

The service or recorded message should instruct members with an emergency to hang up and call 911 or go immediately to the nearest emergency room.

Voicemail alone after-hours is not acceptable.

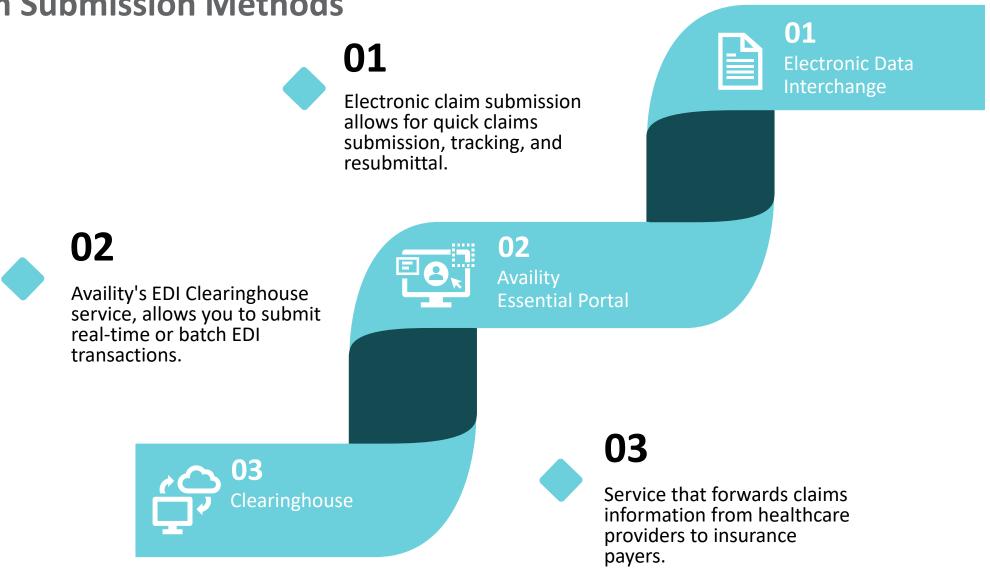
Note: Medicaid providers must offer hours to Molina members that are comparable to commercial plans or Medicaid Fee-for-Service



Claims and Compensation



Claim Submission Methods





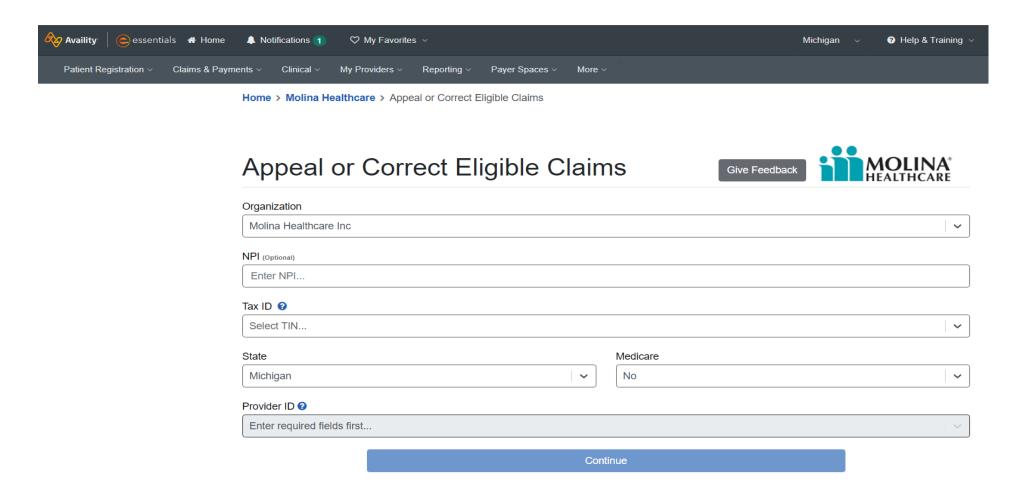
Claims – Tips for Claims Disputes and/or Reconsiderations

- Providers requesting a reconsideration of a claim that they believe has paid or denied incorrectly, can dispute a claim within 90 days of Molina's remittance advice date.
- Claims disputes can be submitted via one of the following processes:
 - Availity Portal
 - Molina Claims Dispute Request Form found on the Molina website under "Forms" and then faxed to 248.925.1768.
- For more information, regarding claims disputes please refer to the Provider Manuals on the website.

Please view Appeals/Grievances - Provider Manual



Appeals and Correct Claims - Availity





Transportation



Transportation Services

- Molina Healthcare of Michigan provides non-emergent covered medical transportation services for our Medicaid,
 Medicare, and MI Health Link members through Access2Care.
- Transportation is provided when members have no other means to get to their doctor's appointments, x-rays, lab tests, pharmacy, medical supplies or other medical care.
- If one of your patients need this service, please have he or she contact Member Services, Monday Friday, 8:00 am to 5:00 pm (TTY 711) to schedule the transportation.
- Members can request the same-day for urgent non-emergency medical transportation.

Michigan Member Contact Service Center Direct Phone Numbers
Molina Medicaid 888.616.4842
Molina DSNP 888.616.4841
Molina MMP 866.462.4855

Please note: It is important to have your patient(s) call three (3) business days in advance of the appointment to schedule the transportation.



Molina Provider Training Opportunities



Molina Provider Training Opportunities

The Molina Provider Services Team offers multiple standard trainings to the provider network throughout the year. Any of the standard trainings can be requested by a provider for one-on-one training.







- Molina Coding Tips Systolic and Diastolic Heart Failure
- Molina Coding Tips Diabetes Mellitus with Peripheral Circulatory Complications
- Molina Coding Tips Diabetes Mellitus with Other Manifestations
- Molina Coding Tips Amending the Medical Record
- Molina Coding Tips Hypertensive Heart Disease
- Molina Coding Tips How to code a patient on Dialysis?
- Molina Coding Tips Diabetes Mellitus with Ocular Manifestations
- Molina Coding Tips Diabetes Mellitus with Neurological Manifestations
- Molina Coding Tips Coding Conditions that are Controlled or Asymptomatic
- Molina Coding Tips Senile Purpura



You Matter to Molina

A comprehensive way to connect our dedicated providers to our entire network by offering you the support you need, and keeping you informed of new opportunities.





Provider Bulletins

Upcoming Trainings

Molina Provider Advisory Council

Surveys

Molina Presentations

Recorded Video Trainings

You Matter to Molina (molinahealthcare.com)



Provider Network Services



Provider Relations Services



Satisfaction

- Provider Network
 Managers and
 Engagement Teams
- Annual Assessment of Provider Satisfaction



Communication

- Monthly Updates and Provider Newsletters
- Online Provider Manuals
- Interactive Voice Response (IVR) Phone System



Technology

- 24-Hour Provider Portal Available via Availity
- Electronic Funds
 Transfer and Electronic

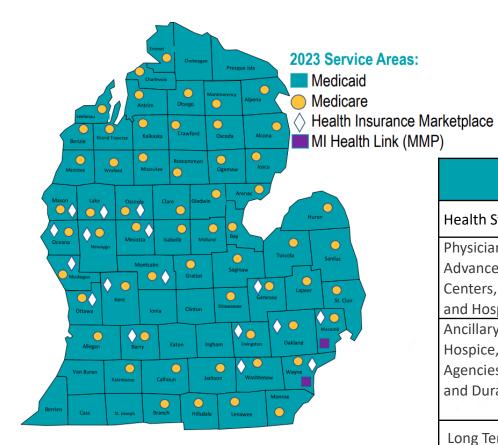
 Remittance Advice
- Supplemental Prior Authorization Lookup Tool on Provider Website



Contact Molina



Contact Provider Relations Team



Provider Type	Email Address
Health Systems and Hospital Networks	MHMProviderServicesHospital@MolinaHealthcare.com
Physicians, Specialists, Physician Networks, Advanced Imaging/Radiology, Ambulatory Surgical Centers, FQHC Non-BH Providers, Anesthesiologists, and Hospitalists, Doulas, Urgent Care.	MHMProviderServicesPhysician@MolinaHealthcare.com
Ancillary-Skilled Nursing, Long Term Acute Care, Hospice, and Assisted Living Facilities Home Health Agencies, Laboratories, Ancillary Dialysis Centers, and Durable Medical Equipment, Hearing	MHMAncillaryContracting@MolinaHealthCare.com
Long Term Services and Support (LTSS)	MHMLTSSContracting@MolinaHealthCare.com
Behavioral Health Providers, BH Hospitals, and FQHC Behavioral Health Providers	MHMBHProviderServices@MolinaHealthcare.com
General Inquires	MHMProviderServicesMailbox@molinahealthcare.com





