

#### **Texas Credentialing Alliance**



Comprehensive Provider Data
Programs for Multi-Carrier and State
Initiatives

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# Background and Nursing Facility Information





# **Aperture and Availity**

<u>Aperture</u> is the nation's largest Credentialing Verification Organization (CVO) that performs Primary Source Verification (PSV) and other services on behalf of MCOs. Aperture operates nationwide and also manages several other national, state based and specialty-based unified credentialing programs. Aperture is National Committee for Quality Assurance (NCQA) Certified and Utilization Review Accreditation Commission (URAC) Accredited for more than 10 years.

<u>**PSV**</u> (Primary Source Verification) is the verification of a provider's reported qualifications by the original source or an approved agent of that source. The PSV requirements have been defined by the TAHP participating plans based on their Provider/Facility Type.

<u>Availity</u> serves as the online facility application portal for all TAHP plans and also provides the practitioner application portal for TAHP plans who elect to utilize them. Many of the providers utilize Availity for their healthcare technology needs, to include provider, vendor, developer and health plan solutions that span from provider data management, claims, to eligibility and benefits.





# HHSC Uniform Managed Care Contract (UMCC) Requirement

All Medicaid MCOs must utilize the Texas Association of Health Plans' (TAHP's) contracted Credentialing Verification Organization (CVO) as part of its credentialing and recredentialing process regardless of membership in the TAHP. The CVO is responsible for receiving completed applications, attestations and primary source verification documents.





### Expedited Credentialing – UMCC 8.1.4.4.1

The MCO must comply with the requirements of Texas Insurance Code Chapter 1452, Subchapters C, D, and E, regarding expedited credentialing and payment of physicians, podiatrists, and therapeutic optometrists who have joined established medical groups or professional practices that are already contracted with the MCO.

The MCO must also establish and implement an expedited credentialing process, as required by Texas Government Code § 533.0064, that allows applicant providers to provide services to Members on a provisional basis for the following provider types:

- 1) dentists,
- 2) dental specialists, including dentists and physicians providing dental specialty care,
- 3) licensed clinical social workers,
- 4) licensed professional counselors,
- 5) licensed marriage and family therapists, and
- 6) psychologists.





## **Expedited Credentialing Continued**

To qualify for expedited credentialing the provider must:

- (1) be a member of an established health care provider group that has a current contract in place with an MCO,
- (2) be a Medicaid enrolled provider,
- (3) agree to comply with the terms of the contract between the MCO and the health care provider group, and
- (4) timely submit all documentation and information required by the MCO as necessary for the MCO to begin the credentialing process.

Additionally, if a Provider qualifies for expedited credentialing, the MCO must treat the Provider as a Network Provider upon submission of a complete application. This includes paying the in-network rate for claims with a date of service on or after the submission date of a complete application, even if the MCO has not yet completed the credentialing process. The MCO's claims system must be able to process claims from the provider no later than 30 Days after receipt of a complete application.



### Medicaid Managed Care Contract Changes (UMCC) - NF

HHSC amended the Medicaid managed care contracts to allow MCOs to only contract with a NF that has a valid certification, license, and contract with HHSC, and that meets the NF credentialing standards outlined in the UMCM Chapter 8.6 (section 8.1.4.4 of the UMCC and STAR+PLUS contracts).

According to section 8.1.4 of the UMCC and STAR+PLUS contracts, the STAR+PLUS MCO must enter into a provider contract with any willing NF provider that is Medicaid-certified, licensed and contracted with HHSC; that meets the NF credentialing standards and minimum performance standards in UMCM Chapter 8.6, and agrees to the MCO's contract rates and terms. MCOs must comply with the rate requirements set forth in UMCC 8.3.9.4. A STAR+PLUS MCO is prohibited from contracting with a NF if the NF does not meet credentialing standards. A STAR+PLUS MCO may refuse to contract with a NF if the NF does not meet the minimum performance standards in UMCM Chapter 8.6.

Credentialing was also added to the UMCC section 8.3.9, STAR+PLUS Expansion section 8.1.47, and STAR+PLUS MRSA section 8.1.48. NF Providers must meet all of the state licensure, certification, and contracting requirements, as well as the NF credentialing standards in UMCM Chapter 8.6 for providing the services in Attachment B-2.2, "STAR+PLUS Covered Services." An MCO may refuse to contract with a NF if the NF does not meet the minimum performance standards in UMCM Chapter 8.6.





### Medicaid Managed Care Contract Changes (UMCC) - NF

HHSC amended <u>UMCM Chapter 8.6</u>, replacing the current language in section 2.13.1 that requires MCO to deem nursing facilities.

#### Start Date, Deadline, and Allowances for Deeming

December 31, 2018 - forward. The MCO may deem a NF to have met the MCO's credentialing standards if:

In the case of a SNF, the SNF is already credentialed for its Medicare products and the Medicare SNF credentialing criteria includes all of the STAR+PLUS NF state-identified credentialing standards in section 2.13.1 (c).





# Aperture Initial Provider Process





#### **Initial Provider Process**

#### Step 1 – Aetna TX

- Aetna TX initiates contracting process with provider
- Aetna TX collects provider demographic information to support Aperture Work Order
- Aetna TX submits
   Aperture Work
   order to initiate the
   provider
   credentialing
   process
- Product Code drives Aperture workflow

#### Step 2 - Aperture

• Aperture will send 1st provider outreach educating provider on the process and directing provider to applicable application portal Aperture will allow 60 days for an application to be submitted. Reminders will be sent every 15 days.

#### Step 3 – Provider/Aperture

- Provider submits application
- Practitioner –
   CAQH integration
   with Aperture
   (approximately 2
   days for application
   to bridge)
- Facility Availity integration with Aperture (application data submitted immediately after provider attestation)
- Aperture completes PSV based on workflow requirements

#### Step 4 – Aperture/Aetna TX

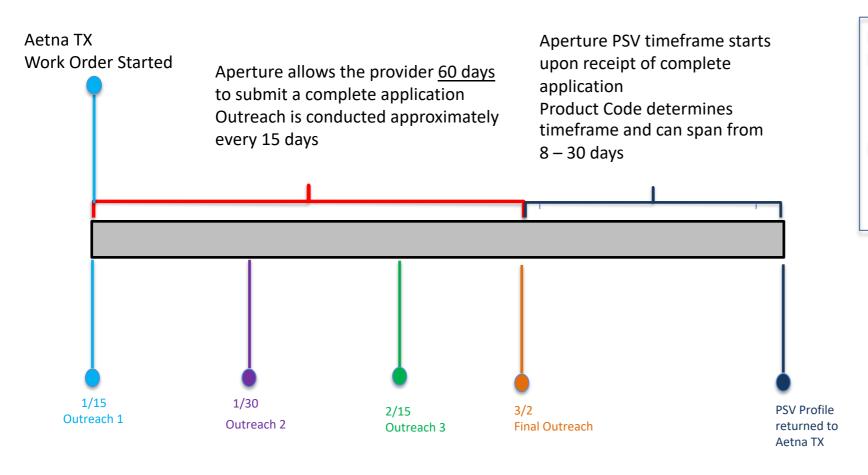
- Once PSV is complete, Aperture will send the PSV results to Aetna TX via SFTP folder
- Aetna TX can retrieve the PSV results from the SFTP or CVOne
- Aetna TX completes credentialing process via Committee decision







# Initial Aperture PSV Process Timeline



**PSV Timeframes:** 

Practitioner:

MD/DO - 15 Days

Non MD/DO – 30 Days

Expedite/Urgent – 8 Days (Criteria for Expedite)

Facility/Non-Practitioner

Routine Facility – 30 Days

Expedite Facility (NF) – 8 Days







# **Provider Application Information**

Practitioner Application Information	Facility (Non-Practitioner) Application Information
<ul> <li>Aetna utilizes the CAQH practitioner application portal. Providers are directed to CAQH for their application completion via the 1<sup>st</sup> letter. Texas Standardized Application is required for the PSV process.</li> </ul>	<ul> <li>Aetna utilizes the Availity portal as well as the paper TAHP Standardized Facility Application. Providers are directed to the Availity portal which is the preferred option for the provider.</li> </ul>
<ul> <li>Provider should update their information on CAQH and ensure that their attestation is current (within 120 days)</li> </ul>	<ul> <li>If the provider already has an application on the Availity portal, they need to ensure that the information and attestation is current to support the work order. They will need to modify/re-attest the current application if it was submitted more than 120 days previously</li> </ul>
<ul> <li>The CAQH application will not bridge with Aperture unless the provider's application has a current attestation and is considered at a good status.</li> </ul>	<ul> <li>TAHP Standardized paper applications can be used for all TAHP participating plans as long as the provider attested accordingly. Applications can be re- used within the 120 day time period. If the application is outdated, the provider can simply check their previous application data, update the attestation sheet, and resubmit the paper application with their letter. (bar code (TCID Number) will route the application directly into the work order request)</li> </ul>
<ul> <li>Aperture Customer Service maintains a current blank Texas application if the provider refuses to be compliant with the use of CAQH and reaches out to Aperture.</li> </ul>	<ul> <li>Aetna TX team is able to view the status of the application on the Availity portal/dashboard to determine if the provider has started/completed the application and submitted it to Aperture.</li> </ul>
Most efficient approach is the use of the CAQH Portal	Most efficient approach is the use of the Availity Portal





### Initial Facility Application Gather Letter – 1st Outreach



Credentials Request For:
1455 S AUTO CENTER DR., STE 200
ONTARIO, CA 91761

Client Requesting Information:

Availity Provider ID: www.availity.com

12/13/2019 Dear

To renew your participation in the provider network listed above, as well as to meet compliance obligations, we ask that you complete the credentialing process. The first step in the process is the completion of the Texas Facility Credentialing Application. Failure to respond may jeopardize your credentialing status within the networks. Aperture and Availity will be assisting with the credentialing process. Availity hosts the electronic portal for submitting your credentialing application. Aperture verifies your credentialing application and returns the results to the managed care organization (MCO).

To submit your credentialing application, please use Availity's web-based solution at: <a href="www.availity.com">www.availity.com</a>. If any of your locations has a unique NPI, a unique Tax ID number, or a unique license a separate credentialing event and application is required. Please note, failure to submit the additional applications that meet the criteria could result in additional locations not completing credentialing with the above health plans.

If this is your first time submitting through Availity's web-based solution, select the option to "Register" and follow the steps to get started. A training video is available here: www.availity.com/availity.credentialing

If you need assistance, you may call Availity Support at 1-800-282-4548,

The application will support the credentialing event for the following location

Ste 101 1615 Osprey Dr Desoto, TX 75115

After your application is complete on Availity, Aperture Credentialing, LLC, a Credentials Verification Organization (CVO), will retrieve your information and perform primary source verification of your credentials.

If your application was submitted on Availity within the past 120 days and all information is still current, you do not need to submit another application or take any other action related to this notice. Please be advised however, that you may receive requests from Aperture for additional information related to your application. If a paper application was submitted in the past 120 days and should be used for this credentialing event, please notify Aperture; otherwise please submit a new application.

If you have any questions about responding to this request (including a request for special provisions to allow a paper application), call Aperture's Customer Service at 1-855-743-6161 and select option 3.

The name, location, and NPI of the facility on the Aperture letter <a href="should match">should match</a> the facility information on Availity.

Also, the Facility Type that Aetna TX submits on the work order drives the entire PSV process along with the application matching

OFFICE USE ONLY: [Astra (TAFP)] Fac Sty/Actra | REQID: 554510250 | TDATE: 12/13/2019 | TAFP Availity Facility Letter













#### Initial Practitioner Application Gather Letter – 1st Outreach





Client Requesting Information: Actna (TAHP) CAQH Provider ID#: https://proview.cagh.org/

Date: Wednesday, December 04, 2019

Dear:

In order to participate with Actna (TAHP), as well as to meet compliance obligations, we ask that you complete the credentialing process. Failure to respond may jeopardize your network status.

We are pleased to participate in an innovative Web-based credentialing application tool that streamlines the credentialing process for health care professionals. The Council for Affordable Quality Healthcare's (CAQH) ProView<sup>TM</sup> is a Web-based solution (https://proview.caqh.org/) that enables health care providers to complete their credentialing application online. In addition, health care providers can control the data stored in the database, easily update their data, and make the data electronically available to Actna (TAHP).

To submit your credentialing application via the CAQH ProView<sup>TM</sup> Web-based solution, please visit: <a href="https://proview.cagh.org/">https://proview.cagh.org/</a>.

If you are in a state other than Texas, please ensure that an office location in Texas is reflected in your application data. If you don't have an office location in Texas, please be sure to include Texas as a practicing state. This will ensure that the Texas Standardized Credentialing Application is provided by CAQH to the Health Plans.

If you are a first-time user or to learn more about CAQH and the ProView™ program, visit the CAQH Web site at <a href="https://proview.caqh.org/">https://proview.caqh.org/</a>, where you can view an online demonstration of the application process. Alternatively, you may call the CAQH Help Desk at 1-888-599-1771.

After your application is complete on CAQH, Aperture Credentialing, LLC, a credentials verification organization, will retrieve your information and perform primary source verification of your credentials. You may receive requests from Aperture for additional information.

If you have any questions regarding the primary source verification process, you may contact Aperture's Customer Service at 1-855-743-6161 and select option 3.

Thank you for your cooperation in completing this requirement for participation in Aetna (TAHP).

Confidentiality Notice:

Practitioner is directed to CAQH for their application completion or updates

OFFICE USE ONLY: | Actna (TAHP)|Initial/Actna | REQID:554273297| TDATE:12/4/2019| 7AHP Initial CAQH Letter













# Facility (Non-Practitioner) Type Listing

Adaptive Aids/Medical Equipment (LTSS)

Adult Day Care

**Adult Foster Care** 

ALLIED HEALTH PROF GROUP

Ambulance Service/Transportation Company

Ambulatory Surgical Center (ASC)-Hospital Based

Ambulatory Surgical Ctr (ASC) Freestanding/Indep

**Assisted Living** 

AUDIOLOGY/HEARING CENTER

Behavioral Health Facility

Behavioral Health Unit

**Biological Products Manufacturer** 

**Birthing Center** 

**Blood Bank** 

Cardiac Rehab Center

Case Management

Certified Registered Nurse Anesthesia (CRNA) Group

Chemical Dependency Treatment Facility (CDTF)

Chiropractic Group/Practice

Community Mental Health Center

Comprehensive Care Program (CCP)

Comprehensive Health Center (CHC)

Comprehensive Outpatient Rehab Facility (CORF)

Congregate Care Facility

Convalescent Facility

County Indigent Health Care Program (CIHCP)

Day Habilitation (LTSS)

Dental Group/Practice

**Diabetes Education Center** 

**Diagnostic and Treatment Center** 

**Dispensing Optical Company** 

**Drug and Department Stores** 

**DURABLE MEDICAL EQUIPMENT** 

Early Childhood Intervention (ECI)

**Emergency Response Service/System** 

**Employment Assistance** 

End Stage Renal Disease Facility (ESRD)

**Endoscopy Facility** 

Family Counseling and Training

Family Planning Clinic

Federal Qualified Health Center (FQHC)

Financial Management Service Agency

Free Standing Emergency Room

Hearing Aid Equipment

Hemophilia Treatment Center

Home & Community Based Service

Home Health Agency

Home Infusion

Home Modification/Minor Home Modification

Hospice

Hospital Long Term, Limited or Specialized Care

Hospital, Acute Care

Hospital, Behavioral Health

Hospital, Military

Hospital, Pediatric

Hospital, Rehabilitation

Independent Lab/Privately Owned Lab

**INFERTILITY CENTER** 

Infusion Therapy Clinic

Intensive Family Intervention Adult Living Fac

Laboratory

Local Behavioral Health Authority (LBHA)

Magnetic Resonance Imaging (MRI)

Maternity Service Clinic

Meals, Home Delivered Meals

Mental Retardation Diagnostic Services (MRDA)

Mobile X-Ray/Mobile Diagnostic Provider

Multi Specialty Clinic or Group

Non-Emergent Transportation Services

**Nursing Home** 

Nursing/Health Care Staffing Service

Occupational Therapy Group/Clinic

Optometric Group/Practice

**Organ Procurement Organization** 

**Orthodontist Group** 

Orthotics/Prosthetics

Outpatient Rehab Facility (ORF)

Pediatric Day Health Care

Personal Assistance Services Agency

**Personal Care Services** 

Pest Control

**Pharmacist Group** 

**PHARMACY** 

Pharmacy-Home Health IV LTC

Physical Therapy Group/Clinic

Physician Group

Physiological-Independent Diagnostic Testing(IDTF)

Podiatric Group/Practice

Prescribed Pediatric Extended Care Centers (PPECC)

Psychiatric Clinic

Psychiatric Residential Treatment Facility

Psychology Group

Public Health Agency

Radiation/Cancer Treatment Centers

Rehab Behavioral HIth Serv Assisted Long-Term Care

Residential Treatment Facility/Program

Residential-Based Supported Community Living Serv

Retail Clinic

Rural Health Clinic-Freestanding/Independent

Rural Health Clinic-Hospital Based

Skilled Nursing Facility (SNF)

Sleep Medicine Center

**Supported Employment Services** 

Transition Assistance Services (LTSS)

Tuberculosis (TB) Clinic-Group

**URGENT CARE CENTER** 

Vehicle Modification (LTSS)







### **TAHP Standard Facility Application**

#### Facility/Ancillary/Long-term Care Provider Credentialing Application

Provider identification							
Legal Business Name:							
Doing Business As (if applicable):							
Credentialing Contact:		Credentialing Contact Email:					
Credentialing Contact Phone:		Secure Fax:					
Alternative Contact:		Alternative Contact Phone:					
Taxpayer Identification Number:		National Provider Identifier (NPI):					
Taxonomy:		Atypical Prov	ider Ide	entifier (API):			
Location/Service Address to be Creder unique NPI and/or a unique Tax ID number, if you have multiple locations that bill under Locations Excel Template.)  Practice location name:	a separate	e credentialing	event	and application	an wil	l be required.	
Medicaid Number/TPI:		Medicare ID:					
Address line 1:							
Address line 2:							
City:		State:		ZIP+4 (Prefer	red):	County:	
Phone:		Fax:		Primary contact:			
Billing information (if different than above) Billing name: Address line 1:							
Address line 1.							
Address line 2:							
Address line 2:		Nation .	700	a d (Options )			
Address line 2: City:	S	State:	ZIF	9+4 (Optional):	Co	unty:	
			<u> </u>				
City:  Credentialing Address (Please Note: Ape			<u> </u>				
Credentialing Address (Please Note: Ape Credentialing Contact:			<u> </u>				

#### Facility/Ancillary/Long-term Care Provider Credentialing Application

#### **Attestation Consent and Release**

All information provided in this, or in connection with this application, is complete and accurate to the best of my knowledge, and I shall immediately notify the Plan(s) of any changes thereto. I understand that this application does not entitle me to participation in the Plan(s) network. By applying for appointment as a TAHP participating provider, I authorize the Plan(s) plan, its medical director, and appropriate representatives to consult with administrators and members of other institutions where I have been associated, including past and present malpractice carriers who may have information bearing on my professional competence, character, and ethical qualifications. I hereby further consent to the inspection by the Plan(s), and their representatives, its medical director and appropriate representatives, of all records and documents, excluding medical records of nonmembers of TAHP Participating Plans, that may be material to an evaluation of any professional qualifications and competence to carry out the requested duties, as well as my moral and ethical qualifications for participating provider status with the Plan(s) participating with TAHP. I consent and agree that TAHP.

#### **Facility Application Notes**

- Facility Application is 13 pages
- All pages of the application should be returned, "N/A" should be reflected on the pages if they don't apply
- Facility Application covers all facility types including LTSS and Behavioral providers
- One application is completed per physical service location with one facility type
- Previous applications submitted to Aperture can be utilized if the provider completed the consent in the manner hi-lighted above and the attestation is within 120 days.





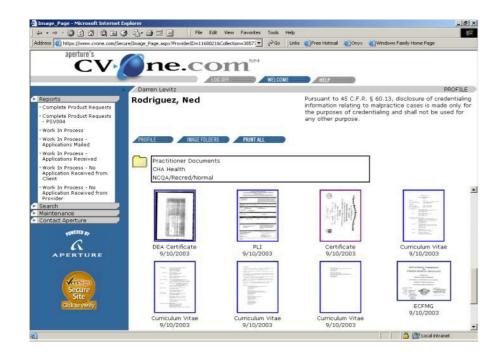


# Aetna View of Provider/PSV Action





#### Aperture CvOne Reporting



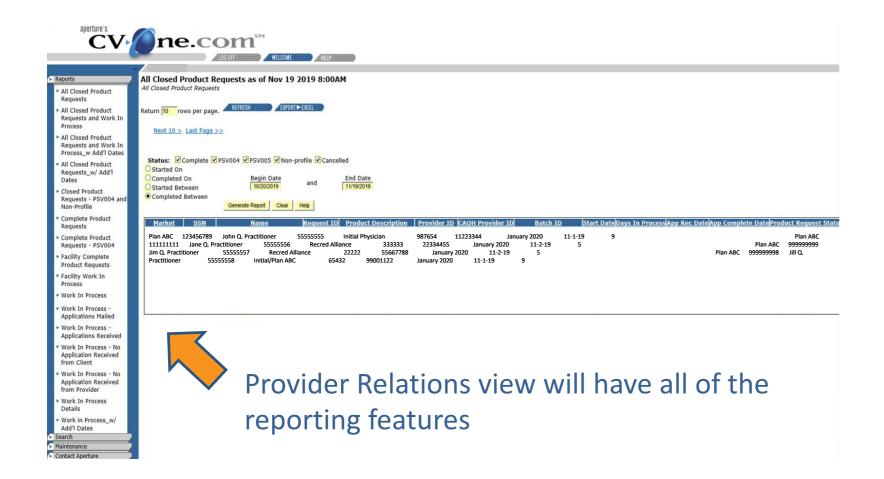


- A portal into Aperture's operations for your business
- Robust reporting with the ability to enter custom date parameters and extract reports to MS Excel with a single click (for the ability to filter, pivot, sort and use other standard Excel functionality)





#### Aperture CvOne Provider Relations View









#### Aperture CvOne Provider Relations View

Provider: John Q. Practitioner ABC Plan

Start Date: 10-25-2019 Expected Complete:

Status: Request Complete

Offering: Initial Physician

Complete Date: 11-9-2019 Batch Description: November 2019

Return 14 rows per page.

REFRESH



Attempt Date •	Attempt Type	Contact Name	<u>Contact</u>	<u>Attempt</u>
11/7/2019	Mail	Smith, Jane	123 Yourstreet Dr. Anywhere, TX 11111	ttention Credentialing Manager
11/20/2019	Email	Smith, Jane		An application is needed
11/28/2019	Email	Smith Jane		Attention Credentialing Am application is needed



This access will allow the user to see the status of the file as well as any missing elements

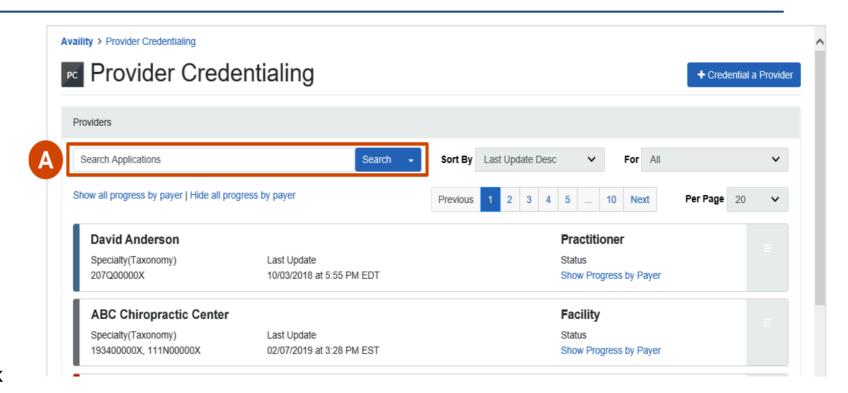






#### Availity – Search Features with Credentialing Dashboard

- Type the search criteria in the search field, and then click
   Search. You can search by:
  - Practitioner or facility name
  - Tax ID
  - NPI
  - City,
  - State, or
  - ZIP code associated with a service location
- To clear the search criteria, click next to the Search button, and then click Clear

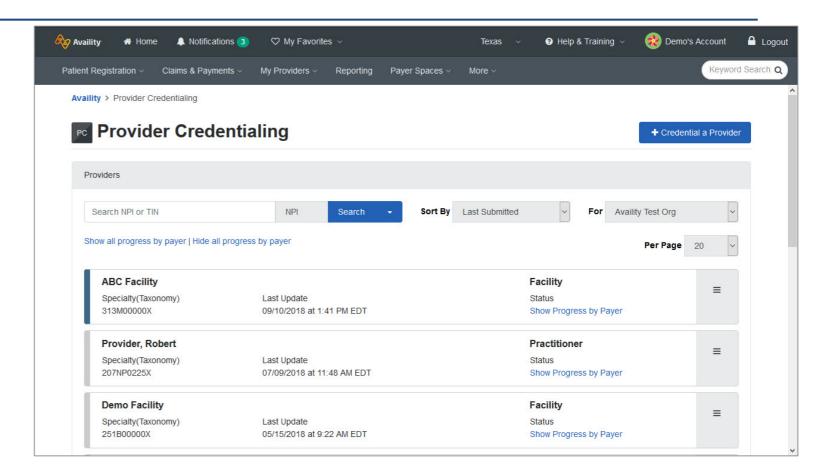






#### **Availity Credentialing Dashboard**

- Search and sort the list with key information
- Statuses are color-coded
  - Gray application has been started but not submitted
  - Blue application has been submitted and is in progress
- Expand sections to view progress and history details
- Amend or terminate applications in-progress

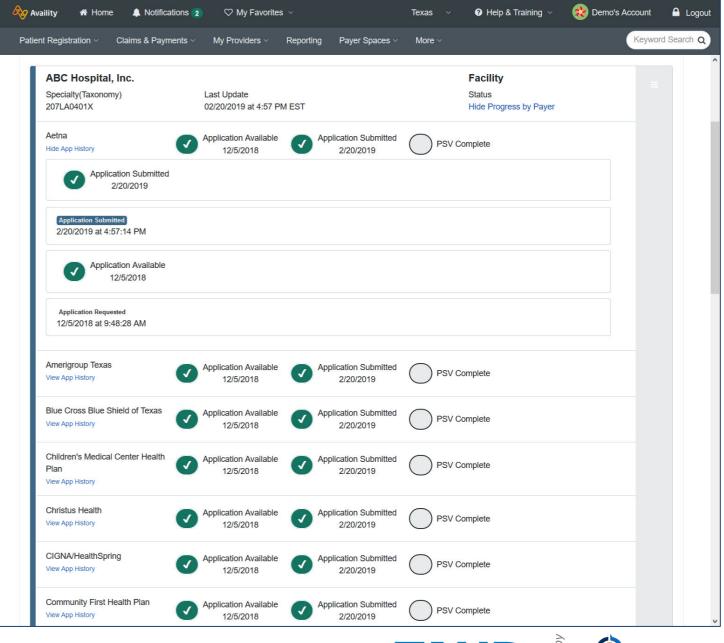






# Availity Credentialing Dashboard

- a) Show or hide the progress of the application
- b) Show or hide the history details of the application









# Questions and Discussion



