

**2023 CHECKLIST FOR HEALTH CARE SERVICE PLANS
CAL MEDICCONNECT TRANSITION
TO MEDICARE MEDI-CAL PLANS (MMPS)**

****Note - This Checklist is provided for guidance and reference purposes only. The Plan is required to review and comply with the Knox-Keene Act, Title 28 Regulations, and other applicable laws.***

EXCLUSIVELY ALIGNED ENROLLMENT DUAL ELIGIBLE SPECIAL NEEDS PLANS

Plans offering a Medicare Medi-Cal Plan (MMP), also known as Exclusively Aligned Enrollment Dual Eligible Special Needs Plans (EAE D-SNP), must file a Notice of Material Modification with the Department of Managed Health Care (DMHC) and obtain an Order of Approval.

Although this is a Material Modification filing, plans that have submitted and received approval of their DHCS CY2024 Integrated Materials may continue to operationalize and offer the MMP product for CY2024.

When submitting your filing, please use the subject title “CMC Transition to EAE D-SNP: [Insert Name of County/Countries].” The Material Modification should include the following exhibits/information:

1) Exhibit E-1

- a. If the plan is proposing to transition its Cal MediConnect (CMC) to an EAE D-SNP structure, provide a detailed description of the transition.
 - Explain if enrollment and financial projections will materially change (no projections required if changes are less than 5%). Since this is replacing one program with a similar program, there may not be any anticipated changes in enrollment or financials.
 - Describe any changes to any of the exhibits and timing, including the effective transition date.
- b. Address all exhibits that are not changing (e.g., II-4 Claims Processing Procedures, etc.) and the general process (e.g., enrollees will receive notices, passive enrollment, capitation from CMS, etc.).
- c. Address all exhibits that are amended to include the EAE D-SNP line of business, including outlining all changes to the documents and the filing number in which the document was most recently approved.

- d. If the plan currently offers a D-SNP, provide the current service area and confirm whether it will stay the same (no Exhibit H-1 is needed if there are no changes to service area, and this is detailed in the Exhibit E-1).
- e. Identify all contracted plans for EAE D-SNP and whether the delegated plan is providing Medi-Cal, Medicare, both, or specialized services. If specialized, please indicate if the plan provides the specialized services for Medi-Cal, Medicare, or both. If the Plan is contracting with another Knox-Keene licensed plan to deliver services, the Plan should coordinate its filing with the other plan.

2) Exhibit D-2

- a. Include the CMS certification form (the document that the Department will be asked to complete in time for the February CMS filing) and a separate document detailing required government approvals.

3) Exhibits I

- a. File all notices to be sent by the Plan regarding EAE D-SNP services, as Exhibit I-9.

4) Exhibits F, L, and M

- a. If any administrative or personnel changes, file appropriate exhibits.
- b. If no changes, please indicate no changes are necessary in the Exhibit E-1.

5) Exhibits K

- a. If any changes to existing or new provider contracts, file appropriate exhibits.
- b. If any provider contract and/or reimbursement changes, file appropriate exhibits.
- c. If no changes, please indicate no changes are necessary in the Exhibit E-1.

6) Exhibits N

- a. If any changes to existing or new ASAs, file appropriate exhibits.
- b. If filing a contract for only claims processing services, file as Exhibit N-3.
- c. For new ASAs, also file a description of the Plan's oversight arrangements as Exhibit N-2.
- d. If no changes, please indicate no changes are necessary in the Exhibit E-1.

7) Exhibits P

- a. If any changes to existing or new plan-to-plan contracts, file appropriate exhibits.
- b. If no changes, please indicate no changes are necessary in the Exhibit E-1.

8) Exhibits S, T, or U

- a. In Exhibit E-1, explain that members will receive a single Evidence of Coverage (EOC)/member handbook specific to EAE D-SNP and that the Plan is utilizing the model member materials.
- b. File any changes to the Plan's Disclosure Form (DF), EOC, or combined EOC/DF, in connection with EAE D-SNP as an Exhibit S, T, and/or U.

9) Exhibits EE and HH

- a. If the Plan anticipates any new enrollment that will exceed 5% current enrollment, file enrollment and financial projections including detailed underlying assumptions. Please provide the projections in Excel format on a monthly basis for the first year and on a quarterly basis for the second year.

10) Exhibit H-1

- a. If there is a change to the Plan's service area, provide a description of the entire service area. For partial counties, zip codes must be listed. The Plan is not required to file additional Network-related exhibits for the EAE D-SNP product.