

# Hospital & Clinic Reimbursement Division

Rural Health Clinic  
November 2024



# Mission

MDHHS provides services and administers programs to improve the health, safety, and prosperity of the residents of the state of Michigan.

# Overview

- Clinic Settlement Section.
- MCO reconciliation.
- Facility Settlement.
- Quarterly payment calculation.
- Updating FS & FTA contacts.
- How to submit CR extension requests.
- How to modify MCO associations.
- Search for files in FS archived documents.
- Review previously approved settlements in FS.

# Clinic Settlement Section

- Cost Reports.
- Initial & final settlements.
- FFS, encounters, excluded reports.
- Meet/Greet visits.
- MCO reconciliation.

# MCO Reconciliation

- Suggest reconciling MCO encounters on quarterly basis.
- Email Rebecca Campbell ([CampbellR1@Michigan.gov](mailto:CampbellR1@Michigan.gov)) or auditor for new detail reports to be shared through File Transfer Application.
- Comparison tools on FTA (memo 07-05-2023)
  - CmprClms\_v\_1.0.0.xla
  - Excel worksheet – SOM detail tab one, clinic detail in tab two.

# State MCO Contract Managers

- Darryl Bragg [braggd@michigan.gov](mailto:braggd@michigan.gov)
  - Upper Peninsular Health Plan
  - Aetna Better Health of Michigan
- Jeanette Robinson [Robinsonj14@michigan.gov](mailto:Robinsonj14@michigan.gov)
  - Molina Healthcare of Michigan
  - McLaren Health Plan
- Tina Villarral [Villarreal1@michigan.gov](mailto:Villarreal1@michigan.gov)
  - HAP CareSource
  - United Healthcare
- Donna Brook [brookd@michigan.gov](mailto:brookd@michigan.gov)
  - Priority Health
- Tawanna Buchanan [Buchanant4@michigan.gov](mailto:Buchanant4@michigan.gov)
  - Blue Cross Complete of Michigan
  - Meridian Health Plan of MI

# MCO Contact



First name listed is the main contact and the second name is for enrollment issues.

- **Aetna Better Health of Michigan:** Shelonda Dobson 470-620-7290 [dobsons@aetna.com](mailto:dobsons@aetna.com) Lamar Nevels 913-295-1888 [nevelsl@aetna.com](mailto:nevelsl@aetna.com)
- **Blue Cross Complete of Michigan:** Hillary Woodruff 248-663-7342 [hwoodruff@mibluecrosscomplete.com](mailto:hwoodruff@mibluecrosscomplete.com)  
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- **HAP CareSource:** Monica Binion 248-776-3625 [mbinion2@hap.org](mailto:mbinion2@hap.org) Ryan Johnson 937-926-3063  
[rjohns@caresource.com](mailto:rjohns@caresource.com)
- **McLaren Health Plan:** Ashley Mabbitt 810-733-9722 [ashley.mabbitt@mclaren.org](mailto:ashley.mabbitt@mclaren.org) Becky Ruby 810-244-1659  
[rebecca.ruby@mclaren.org](mailto:rebecca.ruby@mclaren.org)
- **Meridian Health Plan of Michigan:** Brad Sher 402-970-0779 [bradley.l.sher@mimeridian.com](mailto:bradley.l.sher@mimeridian.com) Marvis Jones  
314-363-3635 [marvis.jones@centene.com](mailto:marvis.jones@centene.com)
- **Molina Healthcare of Michigan:** Tonya Warden 947-688-2555 [tonya.wardena@molinahealthcare.com](mailto:tonya.wardena@molinahealthcare.com)  
Karen Owens 947-622-2931 [karen.owens@molinahealthcare.com](mailto:karen.owens@molinahealthcare.com)
- **Priority Health Choice:** Tori Shoemaker 616-575-4944 [tori.shoemaker@priorityhealth.com](mailto:tori.shoemaker@priorityhealth.com) Brandy Tarrant  
616-464-8713 [brandy.tarrant@priorityhealth.com](mailto:brandy.tarrant@priorityhealth.com)
- **UnitedHealthcare Community Plan:** Melanie Osment 269-343-2952 [mosment@uhc.com](mailto:mosment@uhc.com) MaryBeth Scherer  
248-331-4401 [mbscherer@uhc.com](mailto:mbscherer@uhc.com)
- **Upper Peninsula Health Plan:** Taylor Fraley 906-227-5695 [tfraley@uphp.com](mailto:tfraley@uphp.com) Trisha Sandstrom 906-225-7929  
[psandstrom@uphp.com](mailto:psandstrom@uphp.com)

# Facility Settlement



# Review contact info on FS

- Go to Facility > Manage Facility Information in the FS window. Click Provider ID hyperlink on the line for NPI in Associated Providers section.
- Settlement Contact is the person who receives automated emails when a CR or annual settlement has been approved in the FS system.
- Only one person can be assigned with Settlement Contact per Facility ID whereas multiple users can be assigned as FS Clinic (RHCP for hospital-based providers).
- File Transfer contacts are people who have been approved for access to the clinic's area on the File Transfer Area (FTA) application in MILogin.

# How to submit CR extension requests



- Providers are required to submit Medicaid CR five months after the completion of a fiscal year.
- If more time is necessary, providers may submit a CR extension request in the FS system for up to 60 additional days.
- Going forward, these requests will be scrutinized more closely as due dates for RHCs are fairly reasonable. Use specific information in the comment box when explaining the need for more time.
- Reviewing disparities between FS-populated amounts and clinic's internal records is not a valid reason to extend CR submission.

# Modify MCO associations in FS

- Clinics can add or remove associations with Managed Care Organizations (MCOs) by going to Facility > Manage Facility Information in the FS system.
- Lines for specific HPs are added to CRs based on this data and allows qualifying HP encounters to be populated into CR/settlement.
- This process is useful in light of changes with the counties in MI for which HPs are willing to participate with Medicaid.
- We are OK with leaving HPs that have left a service area while clinics will need to add an MCO association if they sign a contract with a new HP in their area.

# Search for files in Archived Documents



- Reports and settlement letters are generated in FS and stored in the Archived Documents area.
- Go to Facility > FS Archived Documents and sort by Document Title. Files are uploaded by Scan Date when they were generated in FS.
- Most useful are Annual Encounters Detail Report and Annual Claims Detail Report which contain all of the HP encounters and FFS claims, respectively, that will be included on a CR/settlement. They are generated 3 months after the conclusion of a fiscal period.
- Initial (or Final) Settlement Letters show the totals of qualifying visits for the PPR and the payments received from payers, sorted by worksheet.

# Review settlements in FS

- All current & previous settlements can be viewed in FS.
- Go to Settlement Process List in top ribbon & select hyperlink for fiscal year of interest & View Settlement.
- You will see all settlements that have been calculated for that fiscal period i.e. Initial, Final & any revised versions.
- For current settlements that were approved for 30-day review, clinics may click Acknowledge if they are satisfied with the amount on the settlement and wish to receive it sooner on an RA in CHAMPS.

# HCRD Contact List



- Tricia Ashley [AshleyT2@michigan.gov](mailto:AshleyT2@michigan.gov)
- Angie Bailey [BaileyA7@michigan.gov](mailto:BaileyA7@michigan.gov)
- Rebecca Campbell [CampbellR1@michigan.gov](mailto:CampbellR1@michigan.gov)
- Jessica Fandel [FandelJ1@michigan.gov](mailto:FandelJ1@michigan.gov)
- Corey Hungerford [HungerfordC@michigan.gov](mailto:HungerfordC@michigan.gov)
- Irina Isenga [Isengal@michigan.gov](mailto:Isengal@michigan.gov)
- Nancy Kuhlman [KuhlmanN@michigan.gov](mailto:KuhlmanN@michigan.gov)
- Kelly Reynolds [ReynoldsK9@michigan.gov](mailto:ReynoldsK9@michigan.gov)
- Adam Wiese [WieseA@michigan.gov](mailto:WieseA@michigan.gov)
  
- Kristie Pastor, Manager [PastorK@michigan.gov](mailto:PastorK@michigan.gov) 517-749-6448