

Recertification 101 for Healthfirst Providers: Keeping our Members Covered

May 2023



Today's Discussion

Medicaid Recertification Overview

- Background on Medicaid Recertifications
- Healthfirst Recertification Strategy & Provider Resources
- Step-by-Step Guides for Using Healthfirst Tools to Educate Members on the Recertifications
- Demo of Healthfirst Provider Portal Tools
- Update on Federal Poverty Line Expansion for Medicare Dual Population
- Q&A

Please Keep in Mind:

- This webinar is being recorded and will be posted to the HF provider portal
- Information is up to date as of 5/24/23
- The intended audience is for providers, not to be distributed to members



Medicaid Recertifications/Renewal

What's Medicaid Recertification / Renewal?

Mainstream Medicaid,
HARP, CHP, EP, MLTC, MAP
and Medicare Dual
members are required to
renew their Medicaid
eligibility with New York
State on an annual basis

Public Health Emergency

Due to the PHE, the State automatically renewed Medicaid eligibility status and members have not had to take action to update their information with the State.

What Happens When Recerts Start?

Members will need to update their Medicaid eligibility on their Renewal date....first renewal cohort are those with recert dates of 6/30/2023*

Membership Confusion

Due to:

- Eligibility changes
- Unsuccessful communications
- Members not understanding the process

If members fail to recertify on time, they may lose their healthcare coverage.

*Note: Passage of the federal Consolidated Appropriations Act on Dec 29th decoupled continuous coverage from the public health emergency (still in effect) and established requirements for "unwinding" redeterminations. State will send member notices based on their system of enrollment (i.e. March – downstate off exchange, April – upstate off exchange, May – NY State of Health on exchange)



Recertification Process 101

OFF-EXCHANGE RENEWAL PROCESS

- Renewal by "Paper application" sent by HRA for members in NYC and LDSS for members outside of NYC
- Who: Dual, MAP, MLTC & off-exchange Medicaid/HARP members
- WHEN: Application sent 120-90 days prior to recert date & due 50 days prior (i.e. May 10th for June 30th recert cohort)
- HOW: Member mails application or delivers it to HRA / LDSS office

ON-EXCHANGE RENEWAL PROCESS

Renewal completed on NYSOH website

Recertification Date

- WHO: On-exchange Medicaid/HARP/EP/CHP members
- WHEN: Renewal window begins 45 days prior to recertification date (i.e. May 16th for June 30th recert cohort)
- HOW: Members must complete application using NYSOH website

RECERTIFICATION PROCESS TIMELINE

Members with a 6/30/23 recertification date are the first cohort to renew. Each month after, a new cohort is up for renewal based on their recertification date. All members will renew by 5/31/24 and continue to renew on an annual basis.

Month 4 Month 3 Month 2 Month 1 Month -1 Month -2

State sends renewal notices to NYC/ HRA off exchange members State sends renewal notices to **Upstate/ LDSS off exchange**members

State sends member notices to on exchange members

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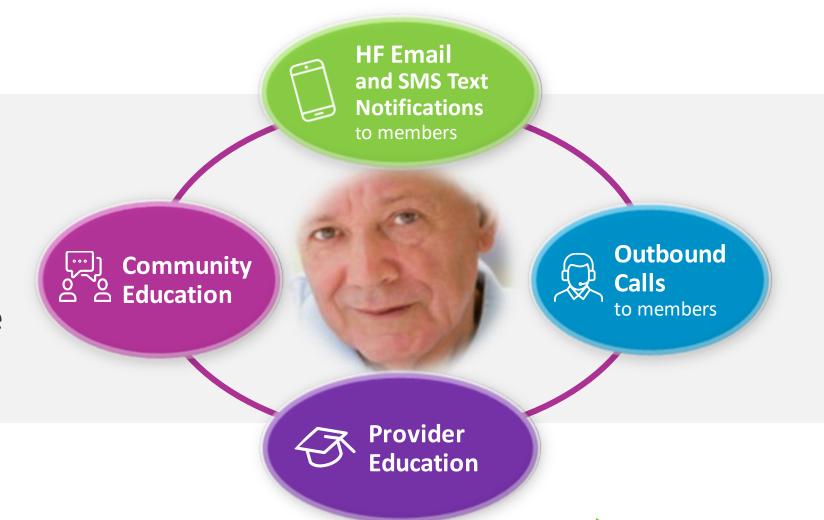
If they do not take action to renew, members lose coverage the day after their recert date

HF outreaches eligible, disenrolled members to attempt to reenroll them

Healthfirst's Omni-channel Recertification Strategy

Goals:

- Retention
- Get members into the right Healthfirst Plan





Healthfirst is Here to Help Members Renew Their Coverage

Members can be directed to our Healthfirst "Renew your Coverage" website - https://healthfirst.org/renew-your-coverage/

Guide Members to Take Action based on Their Plan

Reinforce our omnichannel member outreach by directing your patients to Healthfirst for renewal support

Prepaid Health Service Plan (PHSP)

- Medicaid
- Essential Plan
- Child Health Plus
- Personal Wellness Plan

Medicare Advantage with Medicaid Medicare Savings Program

CompleteCare Plan (HMO D-SNP)
Senior Health Partners (MLTC)

Call 1-844-500-9820 (TTY: 1-888-542-3821)

Monday to Friday, 9am - 8pm to check eligibility and make an appointment with a Healthfirst representative to recertify with NYSOH, Human Resources Agency (HRA), or Local Department of Social Services (LDSS).

Call My Advocate at 1-877-218-5188 (TTY 1-855-368-9643)

Monday to Friday 9am – 6pm

A representative can personally help them get their paper application completed and returned on time.

Call 1-844-450-5701 (TTY 1-888-542-3821), Monday to Friday, 8:30am-5:30pm

PHSP Members can also visit your local Healthfirst Community Office

https://hfrepdirectory.healthfirst.org/CommunityOffices or schedule directly with a Healthfirst representative https://hfrepdirectory.healthfirst.org/FOF

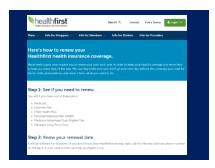
EQUIP Providers to Educate & Guide Members on Recertifications



Continue to encourage members to update their Contact Information in NYSOH



Spread awareness by posting **NYSOH Resources** on-site at your practice



Direct members to **Healthfirst's renewal webpage** <u>healthfirst.org/renew-your-coverage</u> to learn more & stay connected



Remind members of "What's Important" using the Provider Alert "Important:

Recertifications are Resuming in 2023"



Use Healthfirst Provider Portal tools to identify members up for recertification https://hfproviderportal.org/

Don't Forget to continue to educate HARP-eligible Mainstream Medicaid members (indicated with H9 code) about the Personal Wellness Plan (HARP) and additional benefit offerings



EDUCATE Providers to Inform Members on When & How to Recertify

Healthfirst Provider Portal

1st Stop for Looking Up Healthfirst Member Recertification Dates

https://hfproviderportal.org/

Member Eligibility Screen

Screen

Check recert date & eligibility upon or before appointment (one by one look up)



Eligibility Search: Check members' eligibility, coverage dates, and plan details

Member Renewal Roster

Koster

Understand recert dates for your Healthfirst panel Roster can be extracted into excel or other data format



PCP Panel Report

PCP Panel Keport

Track recert dates for your full Healthfirst panel and see member plan eligibility (i.e. HARP, Medicaid to Medicare)

PCP Online Reports	
Provider Reports Capitation Summary Report PCP Panel Report	

Please Note: Member Renewal Roster and the PCP Panel Report are only accessible to Primary Care Physicians who have requested access to these reports.

If you are from a hospital, please reach out to your DSE Network Account Manager for your PCP Panel Reports

ePACES

State Resource with Recertification Dates

https://epaces.emedny.org/

Eligibility Request

Eligibility Kequest

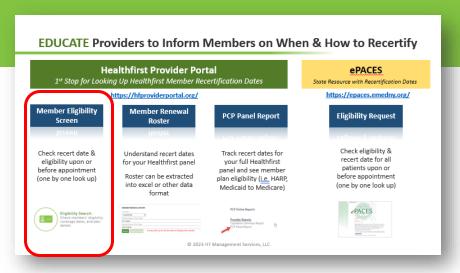
Check eligibility & recert date for all patients upon or before appointment (one by one look up)





Provider Portal – Member Eligibility Screen

Detailed Instructions



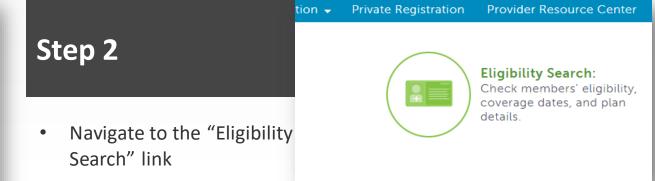


EDUCATE – Member Eligibility Screen

Identify Members Recertification Date

<u>Practice Staff and PCPs</u> can use the Member Eligibility Screen before or during appointments to check members recertification date and encourage them to take action to renew.

health**first** Step 1 **Provider Secure Login** Welcome to the New Provider Portal Go to HF Provider portal Login Failed. **Returning User Login** https://hfproviderportal.org/ Username Enter login Password Forgot Username/Password? If you need to create an account, click "Create Your Reminder: In order to create a new account see Account" and follow prompts below Account Creation Guide. Please note the Provider Portal site is best viewed using Google Chrome or Microsoft Edge New to the Portal? Create your account Account Creation Guide





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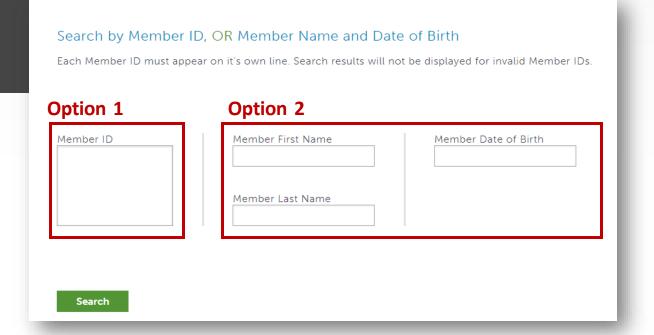
<u>Practice Staff and PCPs</u> can use the Member Eligibility Screen before or during appointments to check a member's recertification date and encourage them to take action to renew.

Step 3

- Enter member information
 - Option 1 Enter Member ID

OR

- Option 2 Enter Member First Name, Last Name, and Date of Birth
- Click "Search"





EDUCATE – Member Eligibility Screen

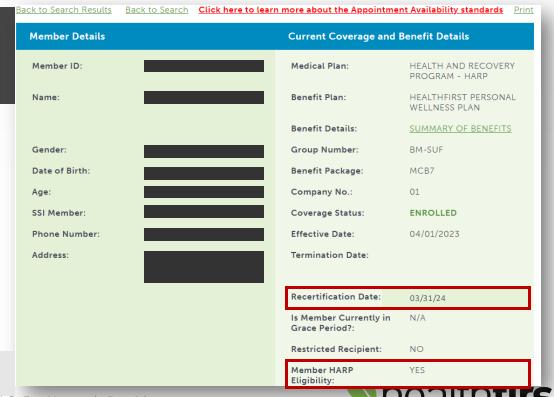
Identify Members Recertification Date

<u>Practice Staff and PCPs</u> can use the Member Eligibility Screen before or during appointments to check a member's recertification date and encourage them to take action to renew.

Step 4

- Identify the member's recertification date and inform them that they must take action to renew prior
- Check "Member HARP Eligibility" to determine if the member qualifies for a HARP
 - If "Yes," educate the member on the added benefits of enrollment into the Personal Wellness Plan (HARP)

Note: If a member's recertification date is blank, the member's coverage will automatically renew without the member recertifying. ePaces can be used to confirm members who are auto-renewed.



Health Insurance for New Yorkers

ENCOURAGE – Member Eligibility Screen

Guide Members to Take Action based on Their Plan

<u>Practice Staff and PCPs</u> can use the Call to Action prompts to connect members with a representative who can directly support them with renewing their Healthfirst coverage.

Step 5

• Encourage the member to take the following actions based on their current plan

Member Call to Action

PHSP Plans

- Medicaid
- Essential Plan
- Child Health Plus
- Personal Wellness Plan (HARP)

Healthfirst Medicare Advantage members with Medicaid or Medicare Savings Program

CompleteCare (HMO D-SNP)
Senior Health Partners (MLTC)

Call Healthfirst at 1-844-500-9820

(TTY 1-888-542-3821)

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Call 1-844-450-5701

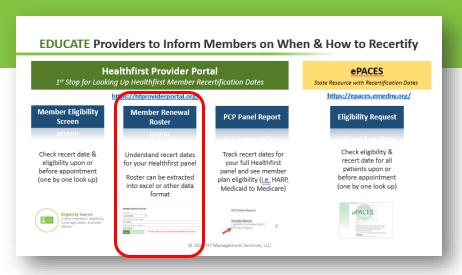
(TTY 1-888-542-3821),

Monday to Friday, 8:30am-5:30pm



Provider Portal – Member Renewal Roster

Detailed Instructions

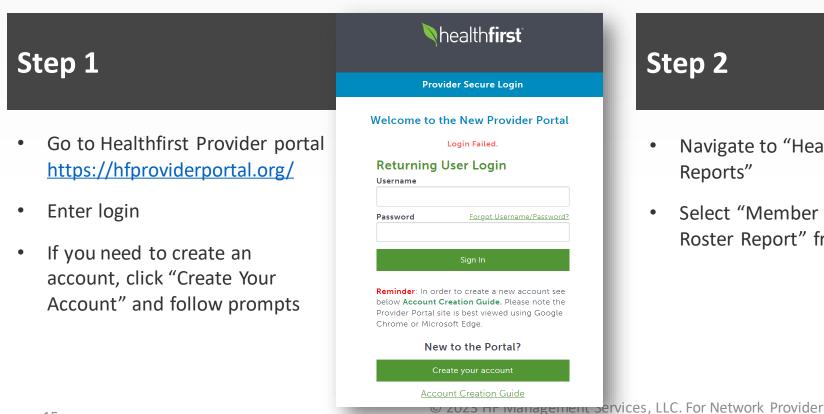


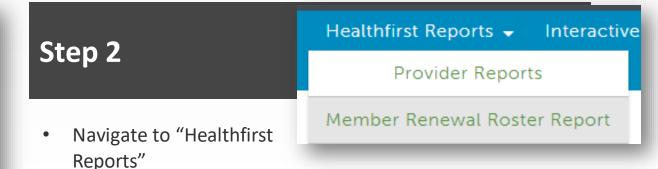


Identify Members Recertification Date

<u>Practice Staff and PCPs</u> can use the Member Renewal Roster to assess recertifications dates for your entire HF panel. This roster can be extracted into excel or other data formats.

Review Only. Not for Distribution to HF Beneficiaries.





Select "Member Renewal Roster Report" from dropdown

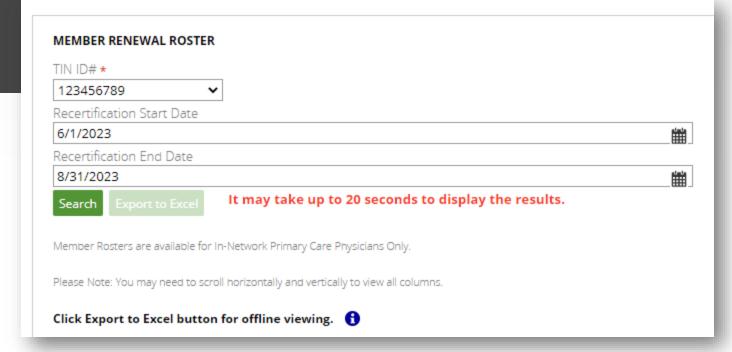
Health Insurance for New Yorkers

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Step 3

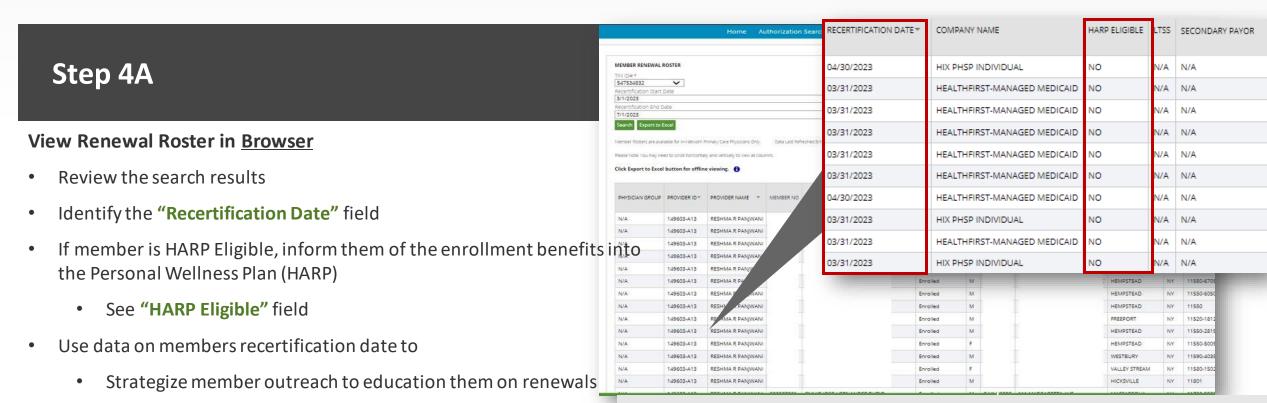
- Enter TIN ID #
- Select viewing range to identify members up for recertification between the Start Date and End Date
- Click Search to view the results in the browser or choose "Export to Excel" to download list of member data





Identify Members Recertification Date

<u>Practice Staff and PCPs</u> can use the Member Renewal Roster to assess recertifications dates for your entire Healthfirst panel. This roster can be extracted into excel or other data formats.



• Plan point of care interventions to educate members of their recertification date and action steps to renew

Note: If a member's recertification date is blank, the member's coverage will automatically renew without the member recertifying. ePaces can be used to confirm members who are auto-renewed.

Identify Members Recertification Date

<u>Practice Staff and PCPs</u> can use the Member Renewal Roster to assess recertifications dates for your entire Healthfirst panel. This roster can be extracted into excel or other data formats.

Step 4B

View Renewal Roster as Excel Export

- Review the search results
- Identify the "Recertification Date" field
- If member is HARP Eligible, inform them of the enrollment benefits into the Personal Wellness Plan (HARP)
 - See "HARP Eligible" field
- Use data on members recertification date to
 - Strategize member outreach to education them on renewals
 - Plan point of care interventions to educate members of their recertification date and action steps to renew

Recertification Date	Company Name	HARP Eligible	LTSS	Secondary Payor
3/31/2023	HIX PHSP INDIVIDUAL	NO	N/A	N/A
4/30/2023	HIX PHSP INDIVIDUAL	NO	N/A	N/A
5/31/2023	HIX PHSP INDIVIDUAL	NO	N/A	N/A
5/31/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	HEALTH FIRST PHSP INC
3/31/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	N/A
2/28/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	N/A
4/30/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	HEALTH FIRST PHSP INC
5/31/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	N/A
3/31/2023	HEALTHFIRST-CHILD HEALTH PLU	NO	N/A	N/A
2/28/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	N/A
4/30/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	N/A
4/30/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	N/A
4/30/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	HEALTH FIRST PHSP INC
5/31/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	HEALTH FIRST PHSP INC
4/30/2023	HEALTHFIRST-MANAGED MEDIC	NO	N/A	HEALTH FIRST PHSP INC
2/28/2023	HIX PHSP INDIVIDUAL	NO	N/A	N/A
_ / /				• • •

Note: If a member's recertification date is blank, the member's coverage will automatically renew without the member recertifying. ePaces can be used to confirm members who are auto-renewed.



ENCOURAGE – Member Renewal Roster

Guide Members to Take Action based on Their Plan

<u>Practice Staff and PCPs</u> can use the Call to Action prompts to connect members with a representative who can directly support them with renewing their Healthfirst coverage.

Step 5

 Encourage the member to take the following actions based on their current plan

Member Call to Action

PHSP Plans

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- Essential Plan
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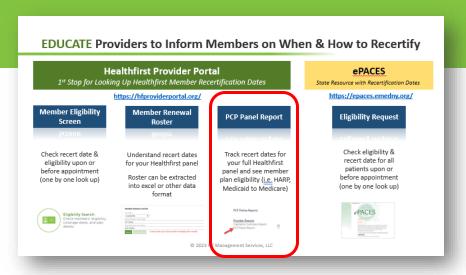
Call 1-844-450-5701 (TTY 1-888-542-3821),

Monday to Friday, 8:30am-5:30pm



Provider Portal – PCP Panel Report

Detailed Instructions





EDUCATE – PCP Panel Report

Identify Members Recertification Date

<u>Provider Leaders</u> can use Panel Reports to track renewals and assess when members shift into new plans (plan-to-plan transition). This report can be extracted into excel or other data formats.

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Step 2

- Navigate to "Healthfirst Reports"
- Select "Provider Reports" from the dropdown





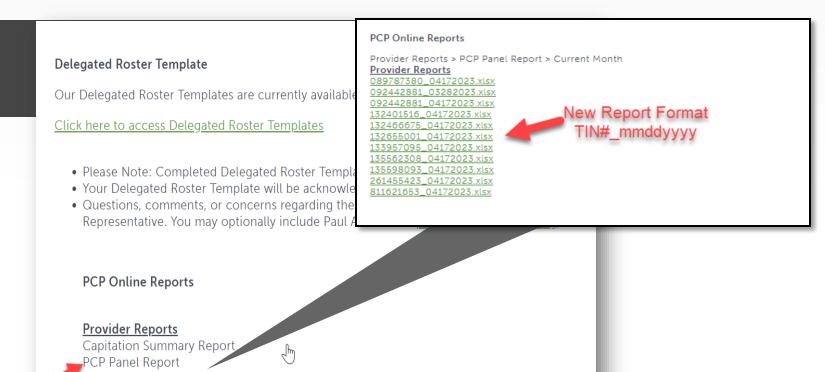
EDUCATE – PCP Panel Report

Identify Members Recertification Date

<u>Provider Leaders</u> can use Panel Reports to track renewals and assess when members shift into new plans (plan-to-plan transitions). This report can be extracted into excel or other data formats.

Step 3

- Look under "Provider Reports"
- Click "PCP Panel Reports"
- Select the requested report link to download the excel
 - The report title format is TIN# mmddyyyy



EDUCATE – PCP Panel Report

Identify Members Recertification Date

<u>Provider Leaders</u> can use Panel Reports to track renewals and assess when members shift into new plans (plan-to-plan transitions). This report can be extracted into excel or other data formats.

Step 4

- Open the report
- Identify recert date on in the "Recertification_ Date Column"
- If member is HARP Eligible, educate them on the benefits of enrollment into the Personal Wellness Plan (HARP)
- Use data on member recertification date to
 - Strategize member outreach to inform them of the need to renew

 Plan point of care interventions to educate members of their recertification date and action steps to renew

Note : If a member's
recertification date is
blank, the member's
coverage will
automatically renew
without the member
recertifying. ePaces
can be used to
confirm members who
are auto-renewed.

recertification_date 🕶	member_effective_da 🔻
01/31/2023	04/01/2020
10/31/2023	04/01/2022
02/28/2023	03/01/2020
01/31/2024	04/01/2022
02/28/2023	03/01/2020
02/28/2023	05/01/2021
02/28/2023	03/01/2020
01/31/2023	02/01/2020
01/31/2023	01/01/2021
02/28/2023	02/01/2022
01/31/2023	05/01/2018
11/30/2023	01/01/2023
01/31/2024	01/01/2022



ENCOURAGE – PCP Panel Report

Guide Members to Take Action based on Their Plan

<u>Provider Leaders</u> can use the Call to Action prompts to connect members with a representative who can directly support them with renewing their Healthfirst coverage.

Step 5

 Encourage the member to take the following actions based on their current plan

Member Call to Action

Medicare Savings Program

PHSP Plans Call Healthfirst at 1-844-500-9820 • Medicaid (TTY 1-888-542-3821)

- Essential Plan Monday to Friday, 9am–8pm to check
 Child Health Plus eligibility and make an appointment with a
 Personal Wellness Plan Healthfirst representative to recertify with
- (HARP) NYSOH, Human Resources Agency (HRA) or Local Department of Social Services (LDSS).
- Healthfirst Medicare Advantage Call My Advocate at 1-877-218-5188 members with Medicaid or (TTY: 1-855-368-9643),
 - Monday to Friday, 9am–6pm. A representative can personally help them get their paper application completed & returned on time.

Health Insurance for New Yorkers

CompleteCare (HMO D-SNP)

Senior Health Partners (MLTC)

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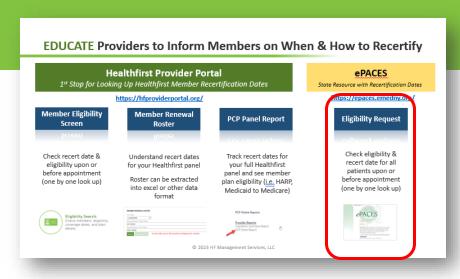
(TTY 1-888-542-3821),

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eMedNY / ePaces

Detailed Instructions



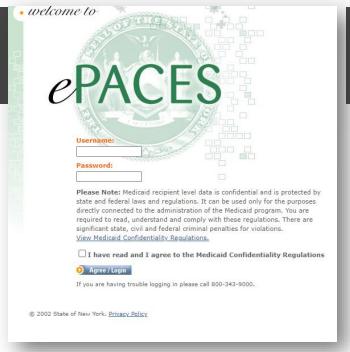


Identify Members Recertification Date

<u>Practice Staff and PCPs</u> can use the State eMedNY / ePaces website to check an individual member's eligibility and recertification date before or during appointment.

Step 1

- Go to ePaces website <u>https://epaces.emedny.org/</u>
- Enter login







Identify Members Recertification Date

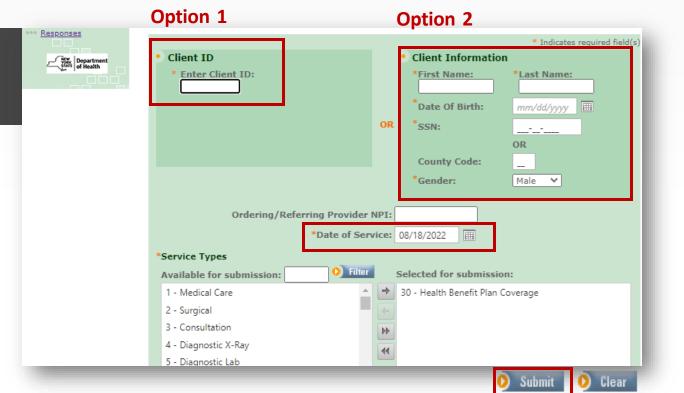
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Step 3

- Enter member information
 - Option 1 Enter member's client ID

OR

- Option 2 Enter Member First Name, Last Name, Date of Birth, SSN, and gender
- Enter a recent previous date of service
- Submit request



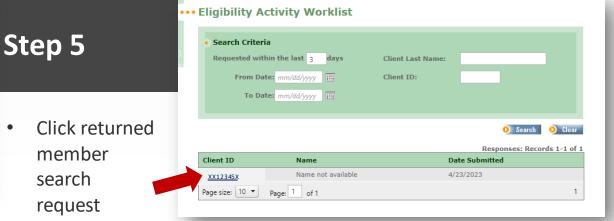
Health Insurance for New Yorkers



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Step 6

- Identify the member's recert date based on their recertification month
 - Members must recertify by the last day of their recertification month. For example, "Recertification: December" indicates a member must renew by 12/31/23.
- Inform the member that they must take action to renew prior to their recertification date 12/31/23 in the example above.





ENCOURAGE – **eMedNY** / **ePaces**

Guide Members to Take Action based on Their Plan

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Step 7

Encourage the member to take the following actions based on their current plan

Member Call to Action

PHSP Plans Call Healthfirst at 1-844-500-9820 Medicaid (TTY 1-888-542-3821) Monday to Friday, 9am-8pm to check **Essential Plan** Child Health Plus eligibility and make an appointment with a Personal Wellness Plan Healthfirst representative to recertify with NYSOH, Human Resources Agency (HRA) or (HARP) Local Department of Social Services (LDSS). Healthfirst Medicare Advantage Call My Advocate at 1-877-218-5188 members with Medicaid or

(TTY: 1-855-368-9643), Medicare Savings Program Monday to Friday, 9am-6pm. A representative can personally help them get their paper application completed & returned on time.

Health Insurance for New Yorkers

CompleteCare (HMO D-SNP) Call 1-844-450-5701 Senior Health Partners (MLTC) (TTY 1-888-542-3821), Monday to Friday, 8:30am-5:30pm

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Demo of Healthfirst Provider Portal Tools

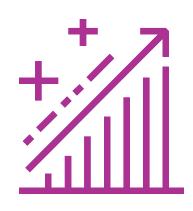




Medicare Savings Program and Medicaid Expansion in New York State



What's Happening? What are Medicare Savings Programs?



Medicare Savings Programs (MSPs) eligibility expanded significantly in 2023 due to NYS increasing the federal poverty level (FPL) income limits.



An MSP provides significant savings on healthcare costs; estimated savings of \$7,000 per year!

At minimum, an MSP covers Part B premiums and drug costs.



of currently MSPeligible individuals in NYS are enrolled in MSPs today!



Benefits of the Medicare Savings Programs

Core Benefits (Both QI and QMB):

- Pays for the monthly Part B premium (est. savings of \$1980/yr)
- Lowers Part D drug costs; Auto enrollment into the Full Extra Help program (est. savings of \$5,100/yr)
- Eliminate late enrollment penalties
- Enroll the applicant in Medicare outside of an enrollment period if they do not already have Medicare

QMB Only:

Covers cost sharing expenses

MSPs can save a Medicare beneficiary an average of \$7,000/yr on their Medicare costs!



2023 MSP Programs and Eligibility

MCD Drogram Tuno	NACD Covings	2023 NY Gross Monthly Income Limits	
MSP Program Type	MSP Savings	Single	Couple
QI (Qualifying Individual)	Savings of \$7K/year	\$2,280	\$3,077
QMB (Qualified Medicare Beneficiary)	Savings of \$7K/year + Cover Cost Sharing Expenses	\$1,697	\$2,288

- Other health insurance premiums can be subtracted from income
- Assets not counted in New York State



How can you help?

- Please get the word out about the Medicare Savings Program!
 - Let your Healthfirst Medicare patients know to get screened for Medicare Savings
 Program since eligibility has expanded and refer to Healthfirst for help!

Call us at: 1-866-889-2524 or

Visit a local Healthfirst Community Office



What to Takeaway from Today



The **first** cohort up for renewals are members with a **6/30 recertification date**



Healthfirst Provider Portal tools are the first stop for identifying members up for recertification



Our provider partners are a trusted source for members needing to renew. **Connect them to Healthfirst** for recertification support



If members **miss their recert date**, direct them to Healthfirst immediately for support and assistance



Increase awareness of the MSP and refer any Medicare patients to our **Senior Retention Advocates (866-889-2524)** or our community office for help applying

Directing Members Healthfirst Renewal Support

Directing Members Healthin Strenewar Support				
 PHSP Plans Medicaid Essential Plan Child Health Plus Personal Wellness Plan (HARP) 	Call Healthfirst at 1-844-500-9820 (TTY 1-888-542-3821) Monday to Friday, 9am–8pm to check eligibility and make an appointment with a Healthfirst representative to recertify with NYSOH, Human Resources Agency (HRA) or Local Department of Social Services (LDSS).			
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Monday to Friday, 8:30am-5:30pm



Appendix – Key Terms



Key Terms

- My Advocate: A vendor helping Healthfirst dual members renew their Medicaid coverage.
- Healthfirst COs: Healthfirst's Community Office support members with their insurance needs, including supporting them with recertification. HF CO are located New York, Kings, Queens, Bronx, Nassau, Suffolk, Orange, and Westchester Counties.
- **H9 Code**: State designation code on 834 file that defines if a Mainstream Medicaid members is eligible for HARP.
- HARP Eligible: A Mainstream Medicaid member that has an H9 code or a member that would benefit from extra behavioral health or substance abuse services who is at least 21.

- Panel: Individual patients under the care of a specific provider
- PHSP: Healthfirst's Pre-Paid Health Service Plan, which includes Mainstream Medicaid, Child Health Plus, All Leaf Plans, and Essential Plan members in your contract.
- Report Effective Date: Field on the Renewal Roster indicating when the report was downloaded.



Key Terms

- MLTC: Managed Long-Term Care, a plan for chronically ill or disabled members requiring long-term communitybased or home-based care.
- MAP: NY State's Medicare Advantage Plus, a Dual Eligible Special Needs Plan that includes Managed Long-Term Care.
- Recertification Date: The date by which members must take action to renew their plan.
- Recertify: The process of extending a member's Medicaid coverage by redetermining their eligibility and applying for continued enrollment.
- Renewal process: The process steps required to complete members' annual Medicaid recertification online or via paper application.
- HRA: NYC's Human Resource Agency that manages the

- city's social service programs, including Medicaid enrollments and recertifications.
- LDSS: Local departments of social services outside of NYC that support Medicaid enrollments and recertifications.
- **NYSOH**: New York State of Health, NY State's official health plan marketplace where members can enroll and recertify their public health plans.
- On-exchange: Member enrollment or recertification transactions managed through the online New York State of Health (NYSOH) portal.
- Off-exchange: Member enrollment or recertification transactions managed through the Human Resources Agency (HRA) or Local Department of Social Services (LDSS) paper applications or online portals.

