Medicaid HIPAA Outreach Activities
Conducted by the Finance, Systems and Budget Group
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Since July of 2000, the Center for Medicaid and State Operations (CMSO) within CMS has undertaken an effort to assist state Medicaid programs in preparing to implement changes to their systems and business processes.   The following list contains some of those activities and Web sites.

- A HIPAA Web site dedicated to Medicaid is located at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/

- CMS created a browser-based HIPAA information model to help states and other interested entities and individuals.   This model is called the Medicaid HIPAA Compliant Concept Model (MHCCM) and can be used to conduct a HIPAA gap analysis, showing HIPAA impacts and where action will be needed to become compliant. To receive a copy of the MHCCM, contact kleshko@cms.hhs.gov.

- The National Medicaid Electronic Data Interchange (EDI) HIPAA workgroup (NMEH) in which all 50 states participate has sup-workgroups listed at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/nmehcont.pdf NMEH members collaborate on HIPAA problem-solving initiatives and provide a united Medicaid voice when working with the health insurance industry.

- Each state has a Medicaid HIPAA Coordinator. The listing is located at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/stcoord.pdf

- Join a LISTSERV to receive HIPAA-related information by subscribing through this Web site: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/mhccm.asp

- "Medicaid HIPAA Plus;" a national newsletter that was published by CMS and circulated to eight hundred readers. It is available on the Web at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/hipaapls.htm

- Educational materials in the form of White Papers, covering a wide variety of HIPAA-related topics, have been published. Eight have been circulated to date and can be accessed at : http://www.cms.hhs.gov/medicaid/hipaa/adminsim/whitepap.htm

- Speakers Bureau - Numerous speaking engagements have been conducted for state, regional, and national audiences.   Copies of many of the presentations are available on the Web at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/events.htm

- Three National Medicaid HIPAA and MMIS Conferences have been held. The 2003 conference was held in New Orleans, Louisiana. Speaker presentations are available at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/events.htm

- Two HIPAA Risk Assessment Checklists, one for Transactions and one for Privacy, have been developed and provided to states as self-assessment tools to gauge where they are in the overall picture of HIPAA implementation and compliance. They are located on the Web at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/

- Technical assistance site visits and workshops have been presented to the following State Medicaid Agencies: California, Colorado, Florida, Iowa, Louisiana, Missouri, Oregon, Texas, Virginia and Washington, D.C. A "Best Practices and Contact List" was developed from the visits and circulated to the states and is on the Web at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/

- Contingency Planning and Direct Data Entry (DDE) Technical Assistance packages are available on the Web at: http://www.cms.hhs.gov/medicaid/hipaa/adminsim/cptap.asp

OUTREACH TO PROVIDERS

- The Medicaid HIPAA Compliant Concept Model (MHCCM) is available at: www.mhccm.org and is mailed to providers upon request.

- 8 Provider Outreach Workshops were presented in the following locations: Mitchell, SD, North Platte, NE, Mesa, AZ, Trenton, NJ, Charleston, WV, Tacoma, WA, Syracuse, NY, and Las Vegas, NV. CDs were distributed to workshop attendees that contained the following documents:

  - Provider HIPAA Readiness Checklist
  - HIPAA Information Series for Providers (see below)
  - Workshop Overview
  - Transactions and Code Sets
  - Implementation
  - Phases
  - Testing and Certification
  - Security
  - Checklist and Resources
  - Small Provider readiness Checklist
  - HIPA Glossary
  - Guidance-Privacy Rule
  - HIPAA Resources
  - OCR Model-Business Associates
  - Workshop Agenda

- Participation at the National HIPAA Implementation Roundtable presentations.

- Provider outreach guidance and information provided at NMEH and WEDI meetings.

- **HIPAA Information Series for Providers -** A series of informational papers designed to help educate health care professionals with the realities of HIPAA. Available in English or Spanish, the series includes:

1. **HIPAA 101** - Educate yourself and your staff on the basics of HIPAA law.
   http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/1-HIPAA101toasted3.PDF

2. **Are you a covered entity?** - Determine whether you are a covered entity under HIPAA.
   http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/2-CoveredEntity.PDF

3. **Key HIPAA dates and tips for getting ready** - Be aware of the HIPAA deadlines right around the corner and take steps to prepare for compliance. http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/3-KeyHIPAADatesandtips.PDF

4. **What electronic transactions and code sets are standardized under HIPAA?** - Review your business operations and the HIPAA Electronic Transactions & Code Sets.
   http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/4-tcs.PDF

5. **Is your software vendor or billing service ready for HIPAA?** - Communicate with your vendors, billing services and clearinghouses. Know what questions you should be asking them.
   http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/5-VendorBillingservice.PDF

6. **What to expect from your health plans** - Insure you have the necessary two-way communication with each of your health plans. This is essential for compliance.
   http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/6-whattoexpectfromhealthplansver2.PDF

7. **What you need to know about testing** - Test your office operations and insure that those who electronically process claims on your behalf have a testing plan in place.
   http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/7-testingandcertificationver2.pdf

8. **Trading Partner Agreements** - Investigate and understand your Trading Partner Agreements with your health plans. http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/8-TPAver2.pdf

9. **Final steps for compliance with electronic transactions and code sets** - Take those final steps towards compliance and do not hesitate to get the help you need.
   http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/9-Finalsteps.PDF

10. **Enforcement** - Learn about CMS' enforcement approach.
   http://cms.hhs.gov/hipaa/hipaa2/education/infoserie/10-Enforcement.PDF

- **Provider HIPAA Readiness Checklist -** To get started moving toward compliance with the Electronic Transactions and Code Set Requirements. On the Web at :
  http://cms.hhs.gov/hipaa/hipaa2/ReadinessChkLst.pdf

For Further Information Contact: Karen Leshko, 410-786-1291, kleshko@cms.hhs.gov