

End-Stage Renal Disease (ESRD) Disease Management Demonstration Application Process Guidelines

- Applications are due October 2, 2003.
- Use the Medicare Waiver Demonstration Application which may be found on our demonstration website: www.cms.hhs.gov/healthplans/research/esrd_demo.asp.
- Follow the outline from the Medicare Waiver Demonstration Application and address all items described in the Evaluation Criteria in the June 4, 2003 *Federal Register* notice.
- An unbound original and 2 copies plus an electronic copy of the application must be submitted; however, applicants may, but are not required to, submit 10 copies.
- Applications should be typed for clarity and should not exceed 40 double-spaced pages, exclusive of the cover letter, executive summary, forms and supporting documentation.

Evaluation Criteria

1. Purpose of Project/ Statement of Problem (10 points)
2. Technical Approach (40 points)
3. Financial and Organizational Capability (35 points)
4. Capability for Quality Assessment and Improvement (15 points)

Application Contents Linked with Evaluation Criteria Specifics

1. Cover letter
2. Applicant Data Sheet
3. Executive Summary
4. Problem Statement
 - Purpose of Project/ Statement of Problem
 - Goals and Objectives
 - Explanation of ability to manage care, access, additional benefits, and costs for ESRD patients
5. Demonstration Design
 - Specify capitation or fee-for-service option
 - Detailed description of disease management program
 - Description of beneficiary notification regarding demonstration
 - Benefit package, including arrangements for traveling patients
 - Ability to meet enrollment projections
 - How propose to reach out to minorities or other disadvantaged individuals
 - Marketing strategy
 - Staffing

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6. Organizational Structure & Capabilities
 - Organizational structure and service delivery capacity
 - Description of sites specific to the demonstration
 - Geographic location, including if plan to serve disadvantaged area
 - Demographic profile, including if plan to serve disadvantaged population
 - Operational structure
 - Infrastructure
 - Facilities
 - Equipment
 - Information and financial services
 - Ability to handle claims to pay providers
 - Composition and function of multi-disciplinary team
 - Special arrangements for transplant services, if necessary
 - Ability to bear risk

7. Performance Results
 - Prior experience with disease management
 - Prior experience in conducting projects of similar organizational complexity
 - Knowledge and participation in CMS Clinical Performance Measures Program
 - Quality improvement system

8. Payment Methodology & Budget Neutrality
 - Cost sharing arrangements
 - Projections for budget neutrality
 - Risk sharing proposal, if applicable

9. Demonstration Implementation Plan
 - Ability to implement
 - Evidence of approval by governing boards
 - Commitment of funds to planning and development
 - Formation of multi-disciplinary and cross-component task forces
 - Information systems and management plan

10. Supplemental Materials

Questions

Send an email to: ESRDDEMO@cms.hhs.gov