



## MEMORANDUM

**To:** Jason Helgerson, Medicaid Director  
Division of Health Care Accountability and Accessibility

**From:** Diane Evenson, Account Executive  
EDS

**Date:** June 1, 2009

**Re:** Resource Estimate for a Dedicated State Policy Analyst

2009.E.06.003  
**Received**

JUN 03 2009

DHCAA  
State MMIS Contract Office

2009-06-0020

This resource estimate is in response to a request received on April 30, 2009 from Eli Soto to provide an estimate for a dedicated resource as a State Policy Analyst.

**Background**

The State has identified an individual, Jeff Ulanski, as someone with extensive policy knowledge and someone that has worked for the State previously. EDS has been requested to hire this individual, and locate them at the 1 West Wilson building in Madison. This person will take direction from the State staff and will not be available for assignment by EDS. Mr. Ulanski is a resource that has been selected based on his existing skill set and knowledgebase by the Division of Health Care Accountability and Accessibility. Mr. Ulanski will work part time or 20 hours per week and EDS will hire him at the requested salary of \$30.00 per hour.

**Cost**

This estimate reflects the costs associated with EDS adding Mr. Ulanski as a State policy analyst at the requested salary. We did not have a specific hourly contract rate for this position in our proposal. We have created a new rate for this position at \$ 57.00 per hour based on the requested salary for this position.

Staff cost	CY 2009	CY 2010	CY 2011	CY 2012	CY 2013
State Policy Analyst@ 57.00	\$ 29,639	\$ 59,279	\$ 59,279	\$ 59,279	\$ 54,339
Total staff cost	\$ 29,639	\$ 59,279	\$ 59,279	\$ 59,279	\$ 54,339
Grand total cost	\$ 29,639	\$ 59,279	\$ 59,279	\$ 59,279	\$ 54,339

Staff months	CY 2009	CY 2010	CY 2011	CY 2012	CY 2013
Project manager	3.00	6.00	6.00	6.00	5.50
Total staff months	3.00	6.00	6.00	6.00	5.50

Jason Helgerson  
Dedicated Policy Analyst  
June 1, 2009  
Page 2

If you have any questions regarding this estimate, please contact myself or Richard Johnson at extension 80011.

Please indicate your approval of this estimate by signing below.

  
\_\_\_\_\_  
Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

6/9/09  
Date

cc: State  
Elias Soto  
Melissa Henderson  
Ken Dybevik  
FACM

EDS/APS  
Rich Johnson  
  
Jeffrey Bretzmann  
EDS Managers  
EDS Central File



## MEMORANDUM

**To:** Jason Helgerson, Medicaid Director  
Division of Health Care Accountability and Accessibility

**From:** Diane Evenson, Account Executive  
EDS

**Date:** September 21, 2009

**Re:** Resource Estimate for a Project Manager and Business Analyst Advanced –  
Revised  
2009-09-0080

2009-E-09-010  
Received

SEP 23 2009

DHCAA  
State MMIS Contract Office

This resource estimate is in response to a request received on June 23, 2009, from Eli Soto to provide an estimate for a dedicated project manager to assist the State in the Transportation Broker project and a business analyst to work in Milwaukee.

### **Background**

The project manager will be assigned to work at the State and will take direction from Rachel Carabell. The business analyst will work in Milwaukee and take direction from Jason Helgerson. They will be completing project management and business analyst tasks, such as; writing documents, defining timelines, managing project schedules. This person will not be available for assignment by EDS. These are full time positions for approximately one year.

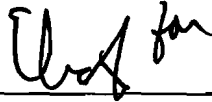
### **Cost**

<i>Staff cost</i>	<i>CY 2009</i>	<i>CY 2010</i>
Project manager @ 59.29	\$ 35,967	\$ 123,316
System Analyst - ADV @ 47.01	\$ 32,593	\$ 97,779
Total staff cost	\$ 68,560	\$ 221,095

Jason Helgerson  
Revised Estimate for PM and BA Advanced  
September 21, 2009  
Page 2

If you have any questions regarding this estimate, please contact myself or Richard Johnson at extension 80011.

Please indicate your approval of this estimate by signing below.



\_\_\_\_\_  
Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

9/24/09  
Date

cc: State  
Elias Soto  
Ken Dybevik  
Jean Doeringsfeld  
FACM

EDS/APS  
Rich Johnson  
Jeffrey Bretzmann  
EDS Managers



## MEMORANDUM

**To:** Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

**From:** Diane Evenson, Account Executive *De*  
EDS

**Date:** March 16, 2009

**Re:** Resource Estimate for a Dedicated State Analyst *2009-03-0139*

*2009-03-03*  
**Received**

**MAR 18 2009**

**DHCAA  
State MMIS Contract Office**

This resource estimate is in response to a request received on March 12, 2009 from Eli Soto to hire a dedicated State resource for the Bureau of Benefit Management.

**Background**

EDS received the request to provide an estimate to hire Mitzy Melendez as a dedicated State resource. Ms. Melendez is currently working for the Bureau of Benefits Management as a Program Planning Analyst. Ms Melendez has written RFP's, performed contract monitor duties and has recently been assigned to the Pay for Performance project. She is currently working for the State on an educational VISA, which will expire in August of 2009.

**Cost**


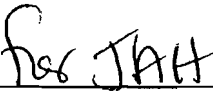
This estimate reflects the costs associated with EDS adding Ms. Melendez as an employee and covering her H1B and green card expenses. Ms. Melendez will be located at 1 W. Wilson.

	<i>Implement</i>		<i>CY implement and ongoing</i>			
<i>State Dedicated Analyst</i>	<i>Implement</i>	<i>CY 2009</i>	<i>CY 2010</i>	<i>CY 2011</i>	<i>CY 2012</i>	<i>CY 2013</i>
Visa	\$ 4,312	\$ 4,312	\$ -	\$ -	\$ -	\$ -
<b>Total non-people</b>	<b>\$ 4,312</b>	<b>\$ 4,312</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Dedicated State Staff cost</i>	<i>DPI</i>	<i>CY 2009</i>	<i>CY 2010</i>	<i>CY 2011</i>	<i>CY 2012</i>	<i>CY 2013</i>
State Dedicated Advanced Analyst \$ 47.01 per hr	\$ -	\$ 73,584	\$ 98,112	\$ 98,112	\$ 98,112	\$ 89,936
<b>Grand total cost</b>	<b>\$ 4,312</b>	<b>\$ 77,896</b>	<b>\$ 98,112</b>	<b>\$ 98,112</b>	<b>\$ 98,112</b>	<b>\$ 89,936</b>
<i>Staff months</i>	<i>DPI</i>	<i>CY 2009</i>	<i>CY 2010</i>	<i>CY 2011</i>	<i>CY 2012</i>	<i>CY 2013</i>
Total staff months	-	9.00	12.00	12.00	12.00	11.00

Jason Helgerson  
Dedicated State Analyst  
March 16, 2009  
Page 2

If you have any questions regarding this estimate, please contact Richard Johnson at extension 80011.

Please indicate your approval of this estimate by signing below.

  
  
\_\_\_\_\_  
Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

3/23/09  
Date

cc: State  
Elias Soto  
Melissa Henderson  
Stacia Jankowski  
FACM

EDS/APS  
Rich Johnson  
Jeffrey Bretzmann  
EDS Managers  
EDS Central File



## MEMORANDUM

**To:** Jason Helgerson, Medicaid Director  
Division of Health Care Accountability and Accessibility

**From:** Diane Evenson, Account Executive  
EDS

**Date:** March 16, 2009

**Re:** Resource Estimate for a Dedicated State Analyst 2009-03-0128

2009.03.001  
**Received**

**MAR 18 2009**

**DHCAA  
State MMIS Contract Office**

This resource estimate is in response to a request received on November 17, 2008, from Eli Soto to provide an estimate for a dedicated resource in Kenosha County for a health care advocate for BadgerCare Plus pregnant women who are having difficulty locating a physician.

**Background**

EDS worked with Audra Brennan to find an acceptable candidate that met the position description provided (see attached). Nellienar Musignac was hired and began work on February 27, 2009 in the Kenosha office. This is the estimate to document the request for this new position.

**Cost**

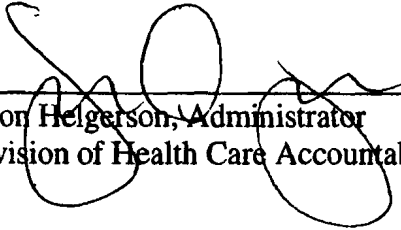
This estimate reflects the costs associated with EDS adding Ms. Musignac as the Kenosha Navigator. The rate was reduced to a provider representative since the position was not filled with a nurse. If a nurse is needed in the future, EDS will submit a revised estimate.

	CY		CY		
	2009	2010	2011	2012	2013
<b>Kenosha Navigator Staff cost</b>					
Kenosha Navigator \$ 29.92 per hr	\$ 53,194	\$ 62,276	\$ 62,276	\$ 62,276	\$ 57,087
<b>Grand total cost</b>	\$ 53,194	\$ 62,276	\$ 62,276	\$ 62,276	\$ 57,087
	CY		CY		
	2009	2010	2011	2012	2013
<b>Staff months</b>					
<b>Total staff months</b>	10.25	12.00	12.00	12.00	11.00

Jason Helgerson  
Kenosha Navigator  
March 16, 2009  
Page 2

If you have any questions regarding this estimate, please contact Richard Johnson at extension 80011.

Please indicate your approval of this estimate by signing below.



Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

3/23/09  
Date

cc: State  
Elias Soto  
Melissa Henderson  
Angela Dombrowicki  
FACM

EDS/APS  
Rich Johnson  
Jeffrey Bretzmann  
EDS Managers  
EDS Central File



## **Kenosha Medicaid Navigator**

### **General position duties:**

- 1) Be a point person for all BadgerCare Plus pregnant women who are having difficulty finding a provider to see them within a reasonable amount of time. Specifically, when a pregnant woman calls or visits the navigators office saying they need to get an appointment:
  - Facilitate getting an appointment and enrolling in an HMO if necessary
  - Let woman know of importance of keeping appointment and about other services in the community.
  - Follow up with the woman and/or provider to see if she kept the appointment
  - Document information about previous unsuccessful attempts to get an appointment on their own.
- 2) Assist anyone who wants to enroll in BC+ by referring to enrollment site and troubleshooting as needed
- 3) Track each provider's volume, based on monthly data from State and HMO's.
- 4) Prepare reports of provider volume and other appropriate data for stakeholders.
- 5) Facilitate quarterly stakeholder meetings (less frequent moving forward) to present report and share any updates, lessons learned, garner feedback, etc.
- 6) Reach out to community groups to develop appropriate referrals to community resources.
- 7) Meet on regular basis with HMO advocates to share any concerns and ideas.
- 8) Ensure community awareness of their role – attend community meetings, etc.
- 9) Beyond these roles specific to the Ob/gyn access issue, the individual may also serve as a liaison for other Medicaid related issues in the Kenosha area. The position would work with the SE Wisconsin Medicaid office.

Ideal Candidate would be Spanish speaking, have experience working with the community - either from a community organizing, health care, or other relevant position. They need excellent communication and organization skills. Knowledge of MS Office tools.



2009.8.07.002


Received

JUL 13 2009

DHCAA  
State MMIS Contract Office

MEMORANDUM

To: Jason Helgerson, Medicaid Director  
Division of Health Care Accountability and Accessibility

From: Diane Evenson, Account Executive   
EDS

Date: July 9, 2009

Re: Resource Estimate for a Part Time Dental Consultant *2009-07-0110*

This resource estimate is in response to a request received on June 29, 2009, from Eli Soto to provide an estimate for a part time Dental Consultant. .

**Background**

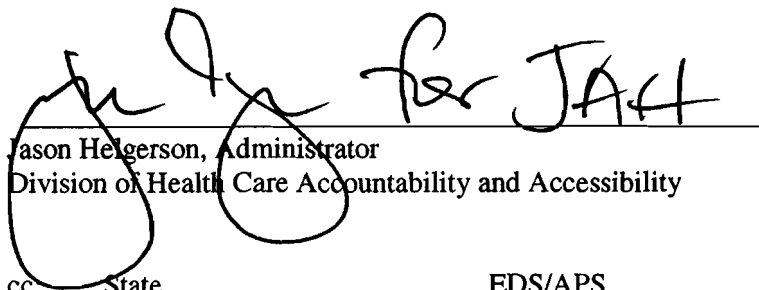
The State has identified an individual, Dr. Robert Dwyer who possesses the necessary skills and knowledge and someone that has worked for the State previously. EDS has been requested to hire this individual, and locate them at the 1 West Wilson building in Madison. This person will take direction from the State staff and will not be available for assignment by EDS. Dr. Robert Dwyer is a resource that has been selected based on his existing skill set and knowledgebase by the Division of Health Care Accountability and Accessibility. Dr. Robert Dwyer will work part time or approximately 10 hours per week.

**Cost**

The monthly costs for Dr. Robert Dwyer will be \$ 5,325 per month based on 10 hours per week. EDS used the approved hourly rate for dentist on proposed pricing schedule.

If you have any questions regarding this estimate, please contact myself or Richard Johnson at extension 80011.

Please indicate your approval of this estimate by signing below.

  
\_\_\_\_\_  
Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

*7/12/09*  
\_\_\_\_\_  
Date


cc: State  
Elias Soto  
Melissa Henderson  
FACM

EDS/APS  
Rich Johnson  
Jeffrey Bretzmann  
EDS Managers



## MEMORANDUM

**TO:** Jason A. Helgerson, Medicaid Director  
Division of Health Care Access and Accountability

**FROM:** Diane Evenson, Account Executive   
EDS

**DATE:** September 9, 2009

**RE:** Resource Estimate for PMO Business Line and Rate Reform Team

2009-E-09-004  
**Received**

SEP 10 2009

DHCAA  
State MMIS Contract Office

2009-09-0064

This resource estimate is in response to the Division of Health Care Access and Accountability (DHCAA) request to build a dedicated Project Management Office (PMO) to support current and future requested project initiatives. An example of an initiative that will be managed by this team is the Rate Reform initiative currently in work. This is an initial estimate that will allow EDS the ability to build a team that will work with State staff in meetings, identify detail requirements, design solutions, estimate the construction and testing effort and finally implement the solutions.

### ***Project Management Office - PMO***

The Project Management Office will create an overall business structure and a single point of contact to manage the new initiatives requested by the State. This business line will be responsible for managing State initiatives such as the Rate Reform project, any contract management of vendors supporting the State, individual positions requested by the State, and any Project Managers assigned to the State to assist them in their business process management functions. The PMO leadership would be responsible for bringing industry best practices to the State and EDS and ensuring all projects initiated by the State are managed with industry best tools and processes. This newly created team would become part of the EDS/HP PMO virtual team. It will focus on implementing the processes which are repeatable in all current and future initiatives. The structure of this team would also be a repeatable structure which will address additional initiatives identified by the State. Based on the size of the initiative, the State will consistently see a structure that includes people leaders as the team grows, an Implementation Manager, a Project Manager and a technical team.

EDS will create a governing structure to manage and report the status of all projects,

similar to what was used during DDI.

To recognize the advantages of this new structure, this team will be responsible for:

- Planning, scheduling and conducting requirement sessions for each of the projects.
- Documenting all requirements and detail specifications in the project workbook.
- Designing the solution and estimating the effort.
- Providing a final estimate for each project.
- Creating an implementation timeline for each of the projects and managing the work to the schedule.
- Reporting weekly on the status of all initiatives.
- Executive level dashboard reporting.

EDS will utilize a Project Coordinator to facilitate in scheduling all project meetings for State and EDS staff, managing room and phone reservations and meeting minutes. This person would also be responsible for updating the Project Workbook with all pertinent project data. EDS will also utilize a Microsoft Project Planner to manage project plans for the various initiatives managed by the PMO.

Once the PMO is operational and in place, EDS is recommending a joint weekly status meeting with the DHCAA leads to report the status and review decisions needed to proceed. The project workbook will be used to document issues and decisions needing answers.

The PMO team will consist of the following staff members:

- A Second Deputy Account Executive to run the PMO business structure for DHCAA. This person would report to the Account Executive and be responsible for working with the DHCAA senior leaders to ensure expectations are met. This person would also be responsible for the vision of creating this new line of business and developing it into a repeatable process structure allowing the DHCAA the flexibility to add and remove projects based on direction from their senior leadership
- A PMO Manager to lead all new business initiatives, like Rate Reform, including vendor management for any sub contractors that are brought in as best in class business partners. They will have people leader responsibilities and sub contractor oversight. This individual will be responsible to ensure all projects meet or exceed DHCAA expectations.
- An Implementation Manager when the size of the initiative warrants this position. The implementation manager is responsible for managing all aspects of initiatives such as rate reform. This includes documenting agreed upon project governance, status reporting, issue and decision escalation and resolution. They will work with the PMs and the work planner to create a master project schedule that includes all individual rate reform projects. They will report weekly on the teams' progress to the project schedule. They are responsible for ensuring that all items are implemented on the agreed upon implementations dates. This includes

planning around provider communication, provider training and operations staff training.

- A People Leader will be added for each 20 additional staff members.
- A Project Manager will be added for each State initiative. EDS will group the like projects under project managers who are responsible for directing and leading a team dedicated to complete their assigned project areas. They will serve as the person responsible for working directly with their state counterparts to define the requirements, detailed specifications, design and document the solution. They will create their section of the project schedule and will be responsible for managing their teams to completion of all tasks. In the example of Rate Reform, EDS would create multiple Project Managers. They would be created based on how the State breaks down the initiative structure of their initiatives, for example one PM would be add for the HSC list project, one could be added for all hospital related projects and another for the pharmacy items. The project managers will report to the Implementation Manager.
- Technical teams will be created for each Project Manager and consist of the appropriate number of technical staff to complete their assigned DHCAA initiatives, like Rate Reform. The technical teams would comprise of System Developers, Business Services Analysts and BPA (configuration) staff.

Please see the attached proposed PMO Organization Chart.

### ***Rate Reform Team Structure***

In April 2009, DHCAA held initial provider association meetings with over 200 advisory group participants to identify budget reductions or rate reform ideas. The decision was made to send web survey requests to 30,000 portal users. This request resulted in over 500 ideas that were evaluated and included estimated savings. The items selected were a balanced approach across all provider types.

To recognize the Rate Reform savings, DHCAA has requested the implementation activities to begin immediately starting with the creation of a dedicated team of EDS staff to perform the following:

- requirements definition
- detailed specifications
- design effort
- construction
- testing
- implementation activities.

Using the proposed PMO structure, EDS will staff the team to complete the following Rate Reform projects currently documented. EDS needs the State's commitment to quickly make decisions and work with EDS to resolve issues to help ensure the ability to meet the defined dates and dollars savings. The project governance will be defined

jointly and is critical to our joint success. EDS will make recommendation on items that can be implemented prior to the designated date, based on the analysis and requirement definition sessions.

<b>Hospital Implementation Team</b>	
7/01/10	APCs for Hospitals
7/01/10	Require Hospitals to Submit Plans of Care to Reduce Hospital Re-admissions within 30 days Bureau Lead:
07/01/10	Reduce Reimbursement for Hospitalizations for Ambulatory Sensitive Conditions
07/01/10	Pay for no more than one 24-hour period, for an ER visit Bureau
07/01/10	Implement Hospital Never Events Policy
07/01/10	Implement Hospital POA Policy
<b>Physician Implementation Team</b>	
01/01/10	Medicare/Medicaid Analysis Pay Medicaid rates at a level no greater than the Medicare rates for non-institutional services.
07/01/10	Care Management RFP for FFS
11/01/09	C Section Reimbursement
07/01/10	Implement Imaging Software
07/01/10	Implement a Physician Never Events Policy
07/01/11	Reimburse Physicians Based on WHIO Scores
<b>Mental Health Implementation Team</b>	
01/01/10	Implement SBIRT
07/01/10	Include Medicare Part D in IMD Rate Setting
<b>Managed Care Implementation Team</b>	
05/01/11	Reschedule 1 month HMO Cap Payments
01/01/10	Reduce Admin Rate for BC+ to 14%
01/01/10	Do Not Distribute Budgeted Rate Increases
12/01/10	Accelerate Jan 2011 Cap Payments for HMOs
01/01/10	Eliminate MC for Dual Eligibles
01/01/10	Self Fund P4P
01/01/10	Reduce Admin Rate for SSI MC to 10%
01/01/10	Penalties for Failure to Promote HBOs
01/01/10	Eliminate Expansion Initiatives
01/01/10	Full Rate Realignment for CY2010 and CDPS Scoring
<b>Pharmacy</b>	
Monthly Ongoing Basis	Transition to Generics
01/01/10	Alternative MAC Pricing

TBD	PDL Review
01/01/10	Quantity Limits for Specific Drug Classes
TBD	Provide 100 day supplies of specified maintenance drugs
01/01/10	Specialty Pharmacies
01/01/10	Expand Narcotic Utilization Controls
10/01/09	Reduce Brand Dispensing Fee by \$0.50
01/01/10	Expand Early Refills
01/01/10	Diabetic Supplies on PDL
Ongoing Monthly Process	Improve Management of Provider Administered Drugs
01/01/10	Tablet Splitting
09/15/09 – 11/01/09	Drug Authorization and Policy Override CenterBureau
01/01/10	Improve COB
09/01/09	Expand Pharmacy Lock In
01/01/10	WPQC Program
10/01/09	Increase Generic Dispensing Fee by \$0.25
<b>LTC</b>	
05/01/11	Reschedule 1 month of FamilyCare MCO & WPP payments
09/01/09	Update Acuity (RUGS) status for Residents on a Quarterly Basis
12/01/10	Accelerate Jan 2011 Cap Payments for MCOs
TBD	Eliminate Enhanced Nursing Home Property Reimbursement
10/01/09	Contract for FFS DME/DMS (incontinence only) Purchasing with Michigan
08/01/09	Eliminate Reimbursement for Veterans at King's Veteran's Home who are 100% VA funded
04/01/10	Reimbursement based on patient acuity
01/01/10	Create an incentive for nursing homes to avoid preventable adverse health conditions (e.g., pressure ulcers) or other alternative
08/01/09	Accelerate NH relocations to Family Care counties
12/01/10	Accelerate Jan 2011 Cap Payments for NH Supplements
07/01/10	Restructure Medicaid personal care reimbursement to an acuity based "cap" payment
TBD	Reduce Reimbursement for Bed Hold Days
09/30/09	Raise Eligibility Threshold for Enhanced Intensity Payment
09/30/09	Revise Downward Inflation Adjustment for Property Costs
05/01/10	Restructure rates for PDN based on number of hours worked
Paperless	Institute member-based PA for personal care, PDN, and home health services
11/01/09	Discontinue Payments for Care Coordination

TBD	Divestment Options
<b>Program Integrity Team</b>	
07/01/10	Hire Additional Auditors
07/01/10	ClaimCheck Expansion
07/01/10	Additional Casualty Collections
<b>MA Admin Implementation Team</b>	
Ongoing	Payment Adjustments
01/01/10	Revenue Maximization
08/01/10	Member Responsibility

**Costs**

To create the cost savings associated with the aggressive DHCAA implementation targets, EDS recommends building an initial team of 61 members. The configuration of this team is listed below. The expectation is that EDS would not exceed 100 staff members under this estimate and that any additional staffing above the 61 would be directed and approved by the DHCAA leadership team. The costs are for the initial 61 staff.

While the structure to manage subcontractors is defined in this resource estimate, any expenses associated with bringing best in class subcontractors to further create cost savings will be forwarded in a separate resource estimate.

**Staff Load**

Below is a table that represents the staff load from September 2009 – August 2011



<i>Position</i>	2009			
	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>
	MMs	MMs	MMs	MMs
<i>EDS mms at rate</i>				
Deputy Account Manager	1.00	1.00	1.00	1.00
PMO Manager and Implementation Manager	2.00	2.00	2.00	2.00
EDS Project managers (4) & work planner (1)	4.00	5.00	5.00	5.00
System Analysts (BA)	14.00	14.00	14.00	14.00
Oracle Developer	15.00	15.00	15.00	15.00
Programmer (GUI Developer)	5.00	5.00	5.00	5.00
Lan Support	1.00	1.00	1.00	1.00
Decision Support Specialist	1.00	2.00	2.00	2.00
Project Coordinator (admin Assistant rate)	1.00	1.00	1.00	1.00
Technical Manager (PMO team)	1.00	1.00	1.00	1.00
Analytical Services PM (PMO Office)	-	4.00	4.00	4.00
System Analyst - Advanced	-	10.00	10.00	10.00
<i>Total mms</i>				
EDS	45.00	47.00	47.00	47.00
State Staff	-	14.00	14.00	14.00
<b>Grand total</b>	<b>45.00</b>	<b>61.00</b>	<b>61.00</b>	<b>61.00</b>

## COSTS

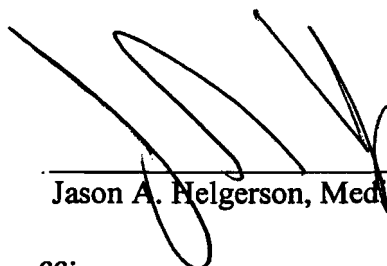
Staff Cost	2009 - 2010				2010 - 2011				2011 - 2012			
	July 09 - June 10	July 10 - June 11	July 11 - June 12	Grand ongoing	July 10 - June 11	July 11 - June 12	Grand ongoing	July 11 - June 12	Grand ongoing	July 12 - June 13	Grand ongoing	
Deputy Account Manager	\$ 251,329	\$ 301,594	\$ 50,266	\$ 603,188	\$ 125,664	\$ 150,797	\$ 276,461	\$ 25,133	\$ 301,594	\$ 25,133	\$ 301,594	
PMO Manager and Implementation Manager	\$ 363,993	\$ 436,792	\$ 72,799	\$ 873,583	\$ 90,998.25	\$ 109,197.90	\$ 190,196.15	\$ 18,199.65	\$ 218,395.80	\$ 18,199.65	\$ 218,395.80	
EDS Project managers (4) & work planner (1)	\$ 503,539	\$ 616,578	\$ 102,763	\$ 1,222,880	\$ 125,884.71	\$ 154,144.54	\$ 279,029.25	\$ 25,690.76	\$ 305,720.00	\$ 25,690.76	\$ 305,720.00	
System Analysis (BA)	\$ 1,092,243	\$ 1,310,691	\$ 218,449	\$ 2,621,383	\$ 273,060.69	\$ 327,672.83	\$ 600,733.52	\$ 54,612.14	\$ 655,345.65	\$ 54,612.14	\$ 655,345.65	
Oracle Developer	\$ 1,830,145	\$ 2,196,174	\$ 366,029	\$ 4,392,348	\$ 457,536.26	\$ 549,043.51	\$ 1,006,579.77	\$ 91,507.25	\$ 1,098,087.02	\$ 91,507.25	\$ 1,098,087.02	
Programmer (GUI Developer)	\$ 513,815	\$ 616,578	\$ 102,763	\$ 1,233,156	\$ 128,453.78	\$ 154,144.54	\$ 282,598.32	\$ 25,690.76	\$ 308,289.07	\$ 25,690.76	\$ 308,289.07	
Lan Support	\$ 76,643	\$ 91,971	\$ 15,329	\$ 183,942	\$ 19,160.64	\$ 22,992.77	\$ 42,153.41	\$ 3,832.13	\$ 45,985.55	\$ 3,832.13	\$ 45,985.55	
Decision Support Specialist	\$ 195,250	\$ 246,631	\$ 41,105	\$ 482,986	\$ 48,812.44	\$ 61,657.81	\$ 110,470.25	\$ 10,276.30	\$ 120,746.55	\$ 10,276.30	\$ 120,746.55	
Project Coordinator (admin Assistant rate)	\$ 77,803	\$ 93,363	\$ 15,561	\$ 186,727	\$ 38,901	\$ 46,682	\$ 85,583	\$ 7,780	\$ 93,363	\$ 7,780	\$ 93,363	
Technical Manager (PMO team)	\$ 135,309	\$ 162,371	\$ 27,062	\$ 324,742	\$ 33,827.27	\$ 6,765.45	\$ 40,592.72	\$ 6,765.45	\$ 47,358.17	\$ 6,765.45	\$ 47,358.17	
Analytical Services PM (PMO Office)	\$ 736,306	\$ 981,741	\$ 245,435	\$ 1,963,482	\$ 368,153	\$ 490,871	\$ 859,024	\$ 122,718	\$ 981,741	\$ 122,718	\$ 981,741	
System Analyst - Advanced	\$ 748,786	\$ 998,381	\$ 332,794	\$ 2,079,960	\$ 374,393	\$ 499,190	\$ 873,583	\$ 166,397	\$ 1,039,980	\$ 166,397	\$ 1,039,980	
<b>Total staff cost</b>	<b>\$ 6,525,159</b>	<b>\$ 8,052,866</b>	<b>\$ 1,590,353</b>	<b>\$ 16,168,378</b>	<b>\$ 1,177,734</b>	<b>\$ 1,385,619</b>	<b>\$ 2,563,353</b>	<b>\$ 236,574</b>	<b>\$ 3,222,546</b>	<b>\$ 236,574</b>	<b>\$ 3,222,546</b>	
<b>Grand total cost</b>	<b>\$ 6,525,159</b>	<b>\$ 8,052,866</b>	<b>\$ 1,590,353</b>	<b>\$ 16,168,378</b>								

Staff Months	July 09 - June 10	July 10 - June 11	July 11 - June 12	Grand ongoing
Deputy Account Manager	10.00	12.00	2.00	24.00
PMO Manager and Implementation Manager	20.00	24.00	4.00	48.00
EDS Project managers (4) & work planner (1)	49.00	60.00	10.00	119.00
System Analysis (BA)	140.00	168.00	28.00	336.00
Oracle Developer	150.00	180.00	30.00	360.00
Programmer (GUI Developer)	50.00	60.00	10.00	120.00
Lan Support	10.00	12.00	2.00	24.00
Decision Support Specialist	19.00	24.00	4.00	47.00
Project Coordinator (admin Assistant rate)	10.00	12.00	2.00	24.00
Technical Manager (PMO team)	10.00	12.00	2.00	24.00
Analytical Services PM (PMO Office)	36.00	48.00	12.00	96.00
System Analyst - Advanced	90.00	120.00	40.00	250.00
<b>Total staff months</b>	<b>594.00</b>	<b>732.00</b>	<b>146.00</b>	<b>1,472.00</b>

EDS will deduct the SLAs penalties incurred during the months of May through August 2009 from the overall cost of this estimate. All future penalties will be reduced from the base invoice.

May Claims:	\$ 80,980
May Prior Authorization:	\$ 3,750
June Claims	\$ 229,345
June Prior Authorization	\$ 400
July Claims	\$ 450,440
July Prior Authorization	\$ 3,000
August Claims	\$ 24,935
<b>SLA Grand Total:</b>	<b>\$ 792,850</b>

**Your total cost after SLA penalties removed: \$ 15,375,528**



---

Jason A. Helgerson, Medicaid Director

9/11/09  
Date

cc:

State  
James Jones  
Elias Soto  
Jim Johnston  
Ken Dybevik  
FACM

EDS/Provider Synergies  
Rich Johnson  
Kathie Gunderson  
EDS Managers/Supervisors  
Jeff Bretzmann  
Central File



## MEMORANDUM

**To:** Jason Helgerson, Medicaid Director  
Division of Health Care Accountability and Accessibility

**From:** Diane Evenson, Account Executive  
EDS

**Date:** September 21, 2009 *DE*

**Re:** Resource Estimate for Dedicated Audit Support Staff

2009.E.09.009  
**Received**

SEP 23 2009

DHCAA  
State MMIS Contract Office

2009-09-0159

This resource estimate is in response to a request received on September 17, 2009 from Eli Soto to provide an estimate for dedicated audit support staff to assist the State in increasing audit recoveries. Expanding audit staff to increase audit recoveries is a planned rate reform item.

**Background**

The audit support staff will be assigned to work at the State and will take direction from Lori Thornton. EDS will hire based on direction from Alan White and Lori Thornton. EDS will work closely with Lori to identify any policy specific training to enable them to complete SUR audits.

**Cost**

We will provide up to 10 staff for audit support not to exceed \$ 59.70 per hour for State identified staff. We will invoice travel costs at actual usage.

Staff cost	CY 2009	CY 2010	CY 2011	CY 2012	CY 2013
State Audit Support @ 51.69	\$ 268,797	\$ 1,075,187	\$ 1,075,187	\$ 1,075,187	\$ 985,588
<b>Grand total cost</b>	<b>\$ 268,797</b>	<b>\$ 1,075,187</b>	<b>\$ 1,075,187</b>	<b>\$ 1,075,187</b>	<b>\$ 985,588</b>

Staff months	CY 2009	CY 2010	CY 2011	CY 2012	CY 2013
State Audit Support @ 51.69	30.00	120.00	120.00	120.00	110.00

Jason Helgerson  
Dedicated Audit Support Staff  
September 21, 2009  
Page 2

If you have any questions regarding this estimate, please contact myself or Richard Johnson at extension 80011.

Please indicate your approval of this estimate by signing below.



\_\_\_\_\_  
Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

9/24/09

\_\_\_\_\_  
Date

cc:    State                                    EDS/APS  
      Elias Soto                               Rich Johnson  
      Ken Dybevik                            Jeffrey Bretzmann  
      Jean Doeringsfeld                    EDS Managers  
      FACM                                    Central File



MEMORANDUM

2010-E-00-003  
Received

**To:** Jason Helgerson, Administrator  
Division of Health Care Access and Accountability

JUN 15 2010

**From:** Diane Evenson, Account Executive  
HP Enterprise Services, LLC

DHCAA  
State MMIS Contract Office

**Date:** June 14, 2010

2010-05-0175

**Re:** Resource Estimate for Dedicated SE Liaison Resource

---

HP is providing this Resource Estimate in response to DHCAA's Prism request 15345 to provide additional dedicated resources to support the Southeast Liaison for Medicaid, Badger Care Plus, and FoodShare programs.

HP will add one Business Analyst resource reporting to Sarah Fraley for the following duties:

- Work directly with customers and community partners
- Act as a liaison between the customer and internal staff to resolve issues
- Assist members and community partners with clarifying policy or resolving case/application issues.
- Speak in public and deliver pre-approved presentations
- Become a trusted advisor to the community partners and members

HP will work closely with the state to identify specific training that will enable the resources to complete required assignments more effectively.

Following is an outline of the primary skills required by the HP resource necessary to complete the duties of the position:

- Effectively communicate with the general public, coworkers and professionals.
- Skill in handling and prioritizing multiple ongoing tasks
- Proficient in reading, comprehending and applying information from complex rules, regulations, policies and procedures.
- Knowledge of Medicaid, BadgerCare Plus, and FoodShare.
- Experience with Microsoft Office Suite
- Strong interpersonal, written and oral communication skills
- Ability to work independently and self manage.
- Ability to work evenings and attend meetings in Southeast WI.

Jason Helgerson

Resource Estimate for South East Liaison – Request # 15345

June 14, 2010

Page 2

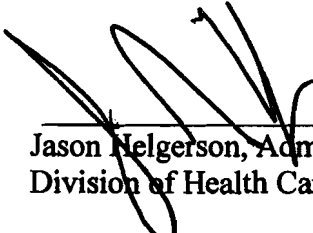
**Cost**

This estimate includes cost for one (1) Advanced Business Analyst. The costs set out in the table below. The new staff is at the contract approved hourly rates. Beginning with 2011, the annual costs will be inflated based on the approved annual inflation rate. All travel expenses incurred by HP resources while traveling on behalf of the State will be invoiced back as they occur.

<i>SE Liaison</i>	<i>CY 2010</i>	<i>CY 2011</i>	<i>CY 2012</i>	<i>CY 2013</i>
South East Liaison @ 47.28	\$ 62,015	\$ 124,031	\$ 124,031	\$ 113,695

If you have any questions regarding this estimate, please call me at extension 80019 or Rich Johnson at 80011.

Please indicate your approval of this estimate by signing below.

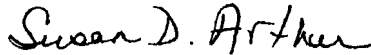
  
\_\_\_\_\_  
Jason Helgerson, Administrator  
Division of Health Care Access and Accountability

7/12/10  
\_\_\_\_\_  
Date

cc: State  
FACM  
James Jones  
Eli Soto  
Ken Dybevik

HP  
Rich Johnson  
Dave Jeppsens  
Jeff Bretzmann  
Shawn Brehmer  
Central File

Reviewed and Approved:



Date: June 14, 2010

Susan Arthur  
General Manager – State and Local Government  
HP Enterprise Services, LLC

11408-0380

Attachment I



2008-2-02-011

**MEMORANDUM**

**TO:** Jason A. Helgerson  
 Medicaid Director  
 Division of Health Care Access and Accountability

**FROM:** Diane M. Evenson, Account Executive *DE*  
 EDS

**DATE:** February 25, 2008

**RE:** Resource estimate to support the Disability Determination Bureau (DDB) for Medical Relations. Administrative Support

This resource estimate covers the EDS Administrative Assistant support staff for the Disability Determination Bureau's Strategic Management and Medical Support Section beginning March 17, 2008 for a minimum of 12 months.

**Staffing Needs**

As requested, we will provide one administrative assistant to assist the Medical Relations Officer.

**Position Responsibilities**

**Administrative Assistant**

The Administrative Assistant (AA) for medical relations works closely with the Strategic Management and Medical Support (SMMS) Section Chief and the Medical Relations Officer. Duties will include case related activities related to medical services, provide liaison activities for the Social Security Disability Program with Wisconsin medical providers, hospitals, clinics, advocacy groups, medical and school social workers and other state and federal agencies. This position will provide oversight for CE vendor recruiting program and teledictation timeliness and quality monitoring.



**Duties:**

- Assist in setting up and overseeing statistical analyses designed to define problems in consultative examination (CE) scheduling, CE vendor density, program specific costs, medical consultant performance and workflow/workload impact.
- Using statistical analyses, target critical areas of the state for CE vendor recruitment.
- Develop CE vendor recruiting plan based on analyses and statistically defined needs.
- Oversee recruiting program for providers in all medical specialties, hospitals, clinics to assure timely access to CE exams and MER for claimants applying for benefits.
- Assume role as primary recruiter for CE vendors via telephone contact, workshops, personal visits and presentations at medical meetings and conferences.
- Study and assess effective national/other states' strategies to strengthen infrastructure of the CE Program.
- Contact CE vendors by phone in follow up to late reports – update electronic worksheet to inform examiners of status and establish new follow ups where necessary.
- Maintain spreadsheets relative to service delivery by vendors with their CE reports
- Assist with monitoring CE integrity both from claimant perspective and report quality through questionnaire analysis including the maintenance of spreadsheets for tracking this integrity.
- Oversee, direct and monitor quality review of compliance with contract terms. Communicate frequently with MIS, Purchasing staff, and Support Unit staff in monitoring contractor performance.
- Communicate with contractor orally or in writing, as required. Facilitate problem resolution, improved service, and advance preparation for changes in volume or format of contracted work.
- Develop and work with SMMS Operations Program Associate-CE in setting up CE quality and timeliness monitoring and report generation.

**Skills:**

- Able to work independently.
- Possess public relations skills
- Work as a team player.
- Detail oriented.
- Possess computer aptitude with Windows platform, Word and Excel; AS 400 and Levy software command necessary (will train as necessary). Knowledge of computer files, images, scanning helpful.
- Possess database knowledge and skills (not programming skills).
- Able to pick up technical tasks quickly.

- Possess analytical skills
- Good verbal communication skills in person and by phone.
- Good writing skills.

**Costs**

**DDB Medical Relations Admin Assistant**

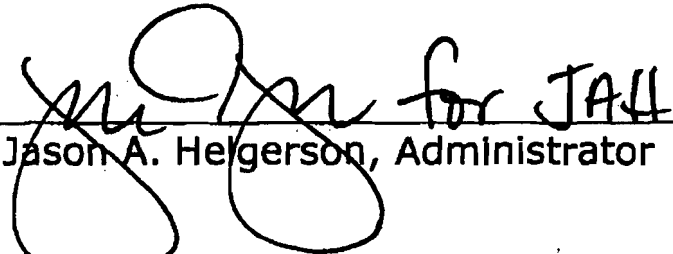
Staff cost	CY 2008	CY 2009	Ongoing total
DDB Medical Relations Admin Asst	\$ 56,718	\$ 14,926	\$ 71,644
Hourly Rate	\$ 34.44	\$ 34.44	\$ 34.44

Staff months	CY 2008	CY 2009	Ongoing total
DDB Medical Relations Admin Asst	9.50	2.50	12.00

Travel and other related expenses incurred while performing the duties listed above will be rebilled based on actual costs. If you have any questions regarding this estimate, please call Vickie Gavin, EDS, at (608) 266-7398.

Please indicate your approval of this estimate by signing below.

Comments:

 for JAH  
 \_\_\_\_\_  
 Jason A. Helgerson, Administrator

2/25/08  
 \_\_\_\_\_  
 Date

cc: State  
 Judy Fryback  
 Elias Soto  
 Ken Dybevik  
 FACM

EDS/APS  
 Tammy Taylor  
 Diane Evenson  
 Linda Skaar  
 Vickie Gavin  
 Peggy Morrell  
 EDS Central File



MEMORANDUM

2010-E-01-008

**TO:** Jason Helgerson, Medicaid Director  
Division of Health Care Access and Accountability

**FROM:** Diane M. Evenson, Account Executive  
HP Enterprise Services

**DATE:** January 15, 2010

**RE:** Revised Resource estimate to support the Disability Determination Bureau  
(DDB) for CY 2010 - 2013

2009-12-0042

**Introduction**

This revised resource estimate is in response to the Disability Determination Bureau's (DDB) request for HP Enterprise Services to provide administrative support, clerical support, special project support and technical support. This estimate is for calendar years 2010 through 2013 and is based on the feedback received from DDB. We have removed the 14 pre-case developers.

**Staffing Needs**

As requested, HP Enterprise Services will provide 1 administrative project manager, 1 program assistant support staff, 30 administrative assistants, 1 specialized administrative assistant to support Medical Relations, 2 special projects' managers and provide support for the routine maintenance of the DDB Intranet and Internet (Web Developer) on an "as needed basis".

**Position Responsibilities**

**Project Manager**

The administrative project manager will assist the Bureau Director and the Deputy Bureau Director in coordinating and managing multiple initiatives across the bureau. The position will:

- Facilitate meetings
- Provide project status reports
- Actively participate in management and workgroup assignments
- Assist in establishing and transitioning to an improved business process
- Assist DDB management to train any new staff as a result of attrition

- Assist DDB management in staffing needs, requests, deployments and concerns
- Provide administrative supervision of all HP Enterprise Services staff

### **Program Assistant**

The program assistant support staff will be assigned as needed in different areas of operation.

Duties may include:

- Opening, sorting and distributing incoming mail and faxes
- Researching unsolicited mail in both systems used by the DDB
- Entry and verification of claimant information via computer use
- Scanning and verification of medical release information
- Preparing claimant case files for return to the District Offices
- Screening cases for priority assignment
- Preparing written correspondence
- Researching, data collection, and preparation of management statistics
- Teledictation report processing
- Appointment scheduling
- Medical consultant case screening
- Document review and delivery functions
- Assemble and verify outgoing letters
- Answer incoming telephone calls from claimants and others
- Direct/route/triage phone calls regarding claim status
- Mailroom functions such as sorting, preparing and distribution

### **Administrative Assistants**

The administrative assistant support staff will be assigned as needed in different areas of operation.

Duties may include:

- Perform general administrative support using Word, Excel, and Access
- Assist in development and execution of marketing campaign to obtain medical evidence electronically
- Request medical and lay evidence, treatment source statement and other documents as needed from schools, health care professionals, social workers, teachers, parents for disability claims
- Analyze, create and present reports on business processes, as requested

- Communicate effectively with medical record managers, physicians and other health system personnel
- Attend and actively participate in management meetings to assist in establishing program policies, rules, and changes in operations.
- Consult with SAS staff in development of revisions to computer program functions

### **Administrative Assistant – Medical Relations**

The Administrative Assistant for medical relations works closely with the Strategic Management and Medical Support (SMMS) Section Chief and Medical Relations Officer. The position will provide oversight for the CE vendor recruiting program, teledictation timeliness and quality monitoring.

The position is based on a requested need of 24 hours per week for the duration of the resource estimate. Travel and other related expenses incurred while performing the duties required by this position will be re-billed based on actual costs.

Duties may include:

- Assist in setting up and overseeing statistical analyses designed to define problems in consultative examination (CE) scheduling, CE vendor density, program specific costs, medical consultant performance and workflow/workload impact
- Using statistical analyses, target critical areas of the state for CE vendor recruitment.
- Develop CE vendor recruiting plan based on analyses and statistically defined needs.
- Oversee recruiting program for providers in all medical specialties, hospitals, clinics to assure timely access to CE exams and MER for claimants applying for benefits.
- Assume role as primary recruiter for CE vendors via telephone contact, workshops, personal visits and presentations at medical meetings and conferences.
- Study and assess effective national/other states' strategies to strengthen infrastructure of the CE Program.
- Contact CE vendors by phone in follow up to late reports – update electronic worksheet to inform examiners of status and establish new follow ups where necessary.
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- Assist with monitoring CE integrity both from claimant perspective and report quality through questionnaire analysis including the maintenance of spreadsheets for tracking this integrity.
- Oversee, direct and monitor quality review of compliance with contract terms. Communicate frequently with MIS, Purchasing staff, and Support Unit staff in monitoring contractor performance.
- Communicate with contractor orally or in writing, as required. Facilitate problem resolution, improved service, and advance preparation for changes in volume or format of contracted work.
- Develop and work with SMMS Operations Program Associate-CE in setting up CE quality and timeliness monitoring and report generation.

### **Special Projects' Managers**

These positions will be assigned to work at DDB and will take direction from the Bureau Director, Eli Soto. These positions will not be available for assignment by HP Enterprise Services. These are full time positions for the duration of this resource estimate or the successful conclusion of the special project as determined by the Bureau Director, Eli Soto.

### **Technical Support**

The position provides resources to maintain current functionality and implementing minor enhancements to DDB's Intranet and Internet sites. As requested, HP Enterprise Services will provide support for the routine maintenance of the DDB intranet and internet on an "as needed basis". The anticipated staffing need is approximately 6 hours per month and not to exceed 12 hours per month for the duration of this resource estimate.

Duties may include:

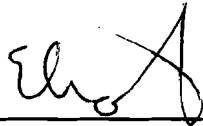
- Maintenance of Intranet "Person Locator" tool
- HTML link updates and repair
- Minor web development
- Other maintenance work as required
- No new hardware or software will be required for the scope of this resource estimate
- All required work will be performed on-site at DDB



If you have any questions regarding this estimate, please call me at extension 80019 or Rich Johnson at 80011.

Please indicate your approval of this estimate by signing below.

Comments:



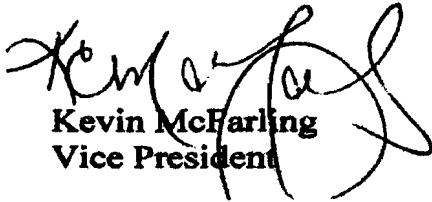
\_\_\_\_\_  
Jason Helgerson, Medicaid Director, DHCAA

01/19/10  
\_\_\_\_\_  
Date

cc: State  
James Jones  
Elias Soto  
FACM

HP Enterprise Services  
Diane Evenson  
Rich Johnson  
Jeffery Bretzmann  
Peggy Morrell  
Shawn Brehmer  
HP Central File

Reviewed and Approved:



Kevin McFarling  
Vice President

\_\_\_\_\_  
Date





MEMORANDUM

TO: Jason Helgerson  
Medicaid Director  
Division of Health Care Access and Accountability

2010·E·01·005

FROM: Diane M. Evenson, Account Executive  
HP Enterprise Services

DATE: January 15, 2010

RE: Revised Resource estimate to support the Disability Determination Bureau  
(DDB) for CY 2010 - 2013

2009-12-0042

**Introduction**

This revised resource estimate is in response to the Disability Determination Bureau's (DDB) request for HP Enterprise Services to provide administrative support, clerical support, special project support and technical support. This estimate is for calendar years 2010 through 2013 and is based on the feedback received from DDB. We have removed the 14 pre-case developers.

**Staffing Needs**

As requested, HP Enterprise Services will provide 1 administrative project manager, 1 program assistant support staff, 30 administrative assistants, 1 specialized administrative assistant to support Medical Relations, 2 special projects' managers and provide support for the routine maintenance of the DDB Intranet and Internet (Web Developer) on an "as needed basis".

**Position Responsibilities**

**Project Manager**

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- Actively participate in management and workgroup assignments
- Assist in establishing and transitioning to an improved business process

- Assist DDB management to train any new staff as a result of attrition
- Assist DDB management in staffing needs, requests, deployments and concerns
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The program assistant support staff will be assigned as needed in different areas of operation.

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- Preparing written correspondence
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- Appointment scheduling
- Medical consultant case screening
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- Analyze, create and present reports on business processes, as requested

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- Consult with SAS staff in development of revisions to computer program functions

#### **Administrative Assistant – Medical Relations**

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- Assist in setting up and overseeing statistical analyses designed to define problems in consultative examination (CE) scheduling, CE vendor density, program specific costs, medical consultant performance and workflow/workload impact
  - Using statistical analyses, target critical areas of the state for CE vendor recruitment.
  - Develop CE vendor recruiting plan based on analyses and statistically defined needs.
  - Oversee recruiting program for providers in all medical specialties, hospitals, clinics to assure timely access to CE exams and MER for claimants applying for benefits.
  - Assume role as primary recruiter for CE vendors via telephone contact, workshops, personal visits and presentations at medical meetings and conferences.
  - Study and assess effective national/other states' strategies to strengthen infrastructure of the CE Program.
  - Contact CE vendors by phone in follow up to late reports – update electronic worksheet to inform examiners of status and establish new follow ups where necessary.
  - Maintain spreadsheets relative to service delivery by vendors with their CE reports
-

- Assist with monitoring CE integrity both from claimant perspective and report quality through questionnaire analysis including the maintenance of spreadsheets for tracking this integrity.
- Oversee, direct and monitor quality review of compliance with contract terms. Communicate frequently with MIS, Purchasing staff, and Support Unit staff in monitoring contractor performance.
- Communicate with contractor orally or in writing, as required. Facilitate problem resolution, improved service, and advance preparation for changes in volume or format of contracted work.
- Develop and work with SMMS Operations Program Associate-CE in setting up CE quality and timeliness monitoring and report generation.

### **Special Projects' Managers**

These positions will be assigned to work at DDB and will take direction from the Bureau Director, Eli Soto. These positions will not be available for assignment by HP Enterprise Services. These are full time positions for the duration of this resource estimate or the successful conclusion of the special project as determined by the Bureau Director, Eli Soto.

### **Technical Support**

The position provides resources to maintain current functionality and implementing minor enhancements to DDB's Intranet and Internet sites. As requested, HP Enterprise Services will provide support for the routine maintenance of the DDB intranet and internet on an "as needed basis". The anticipated staffing need is approximately 6 hours per month and not to exceed 12 hours per month for the duration of this resource estimate.

Duties may include:

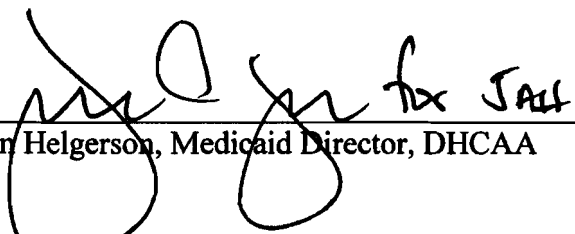
- Maintenance of Intranet "Person Locator" tool
- HTML link updates and repair
- Minor web development
- Other maintenance work as required
- No new hardware or software will be required for the scope of this resource estimate
- All required work will be performed on-site at DDB



If you have any questions regarding this estimate, please call me at extension 80019 or Rich Johnson at 80011.

Please indicate your approval of this estimate by signing below.

Comments:

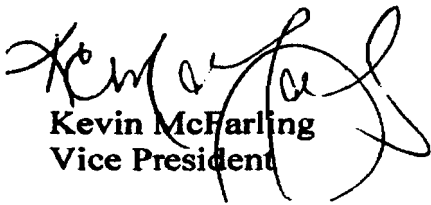
  
\_\_\_\_\_  
Jason Helgerson, Medicaid Director, DHCAA

1/28/10  
\_\_\_\_\_  
Date

cc: State  
James Jones  
Elias Soto  
FACM

HP Enterprise Services  
Diane Evenson  
Rich Johnson  
Jeffery Bretzmann  
Peggy Morrell  
Shawn Brehmer  
HP Central File

Reviewed and Approved:

  
Kevin McFarling  
Vice President

1-14-10  
\_\_\_\_\_  
Date



## MEMORANDUM

**TO:** Jason Helgerson  
Medicaid Director  
Division of Health Care Access and Accountability

**FROM:** Diane M. Evenson, Account Executive  
EDS, an HP company

**DATE:** March 17, 2009

**RE:** Resource estimate to support the Disability Determination Bureau (DDB) for  
2009

2009.E.03.004  
**Received**

MAR 18 2009

DHCAA  
State MMS Contract Office

2009-03-0129

### Introduction

This resource estimate is in response to the Disability Determination Bureau's (DDB) request for EDS, an HP company to provide administrative support, clerical support and technical support. This estimate is for calendar year 2009.

### Staffing Needs

As requested, we will provide one administrative project manager, 15 program assistant support staff, 15 administrative assistants, 1 specialized administrative assistant to support the Medical Relations Officer and provide support for the routine maintenance of the DDB Intranet and Internet on an "as needed basis".

### Position Responsibilities

#### Project Manager

The administrative project manager will assist the Bureau Director and the Deputy Bureau Director in coordinating and managing multiple initiatives across the bureau. The position will:

- Facilitate meetings
- Provide project status reports
- Actively participate in management and workgroup assignments

- Assist in establishing and transitioning to an improved business process
- Assist DDB management to train any new staff as a result of attrition
- Assist DDB management in staffing needs, requests, deployments and concerns
- Provide administrative supervision of all EDS, an HP company staff

### **Program Assistants**

The program assistant support staff will be assigned as needed in different areas of operation.

Duties may include:

- Opening, sorting and distributing incoming mail and faxes
- Researching unsolicited mail in both systems used by the DDB
- Entry and verification of claimant information via computer use
- Scanning and verification of medical release information
- Preparing claimant case files for return to the District Offices
- Screening cases for priority assignment
- Preparing written correspondence
- Researching, data collection, and preparation of management statistics
- Teledictation report processing
- Appointment scheduling
- Medical consultant case screening
- Document review and delivery functions
- Assemble and verify outgoing letters
- Answer incoming telephone calls from claimants and others
- Direct/route/triage phone calls regarding claim status

### **Administrative Assistants**

The administrative assistant support staff will be assigned as needed in different areas of operation.

Duties may include:

- Perform general administrative support using Word, Excel, and Access
- Assist in development and execution of marketing campaign to obtain medical evidence electronically
- Request medical and lay evidence, treatment source statement and other documents as needed from schools, health care professionals, social workers, teachers, parents for disability claims
- Analyze, create and present reports on business processes, as requested



- Communicate effectively with medical record managers, physicians and other health system personnel
- Attend and actively participate in management meetings to assist in establishing program policies, rules, and changes in operations.
- Consult with MIS staff in development of revisions to computer program functions

#### **Administrative Assistant – Medical Relations Officer**

The Administrative Assistant (AA) for medical relations works closely with the Strategic Management and Medical Support (SMMS) Section Chief and Medical Relations Officer. The position will provide oversight for the CE vendor recruiting program, teledictation timeliness and quality monitoring.

The position is based on a requested need of 24 hours per week for the duration of the resource estimate. Travel and other related expenses incurred while performing the duties required by this position will be re-billed based on actual costs.

Duties may include:

- Assist in setting up and overseeing statistical analyses designed to define problems in consultative examination (CE) scheduling, CE vendor density, program specific costs, medical consultant performance and workflow/workload impact
- Using statistical analyses, target critical areas of the state for CE vendor recruitment.
- Develop CE vendor recruiting plan based on analyses and statistically defined needs.
- Oversee recruiting program for providers in all medical specialties, hospitals, clinics to assure timely access to CE exams and MER for claimants applying for benefits.
- Assume role as primary recruiter for CE vendors via telephone contact, workshops, personal visits and presentations at medical meetings and conferences.
- Study and assess effective national/other states' strategies to strengthen infrastructure of the CE Program.
- Contact CE vendors by phone in follow up to late reports – update electronic worksheet to inform examiners of status and establish new follow ups where necessary.
- Maintain spreadsheets relative to service delivery by vendors with their CE reports

- Assist with monitoring CE integrity both from claimant perspective and report quality through questionnaire analysis including the maintenance of spreadsheets for tracking this integrity.
- Oversee, direct and monitor quality review of compliance with contract terms. Communicate frequently with MIS, Purchasing staff, and Support Unit staff in monitoring contractor performance.
- Communicate with contractor orally or in writing, as required. Facilitate problem resolution, improved service, and advance preparation for changes in volume or format of contracted work.
- Develop and work with SMMS Operations Program Associate-CE in setting up CE quality and timeliness monitoring and report generation.

## Costs

The estimate is for 2 project managers, 16 administrative assistants and 13 program assistants.

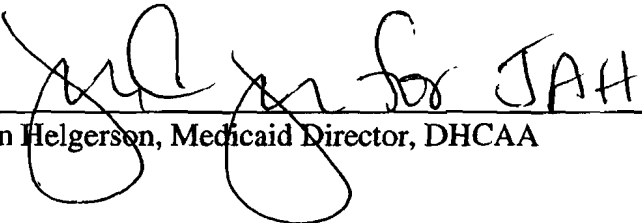
<i>DDB CY 2009 Staff cost</i>	<i>CY 2009</i>
DDB project manager 44.89	\$ 186,727
DDB admin assistant \$ 29.39 per hr	\$ 996,420
DDB program assistant 19.52 per hr	\$ 527,836
<b>Grand total cost</b>	<b>\$ 1,710,983</b>

<i>Staff months</i>	<i>CY 2009</i>
DDB project manager 44.89	24.00
DDB admin assistant \$ 29.39 per hr	192.00
DDB program assistant 19.52 per hr	156.00
<b>Total staff months</b>	<b>372.00</b>

If you have any questions regarding this estimate, please call me at extension 80019 or Brian Payne, EDS, at (608) 266-7398.

Please indicate your approval of this estimate by signing below.

Comments:

  
\_\_\_\_\_  
Jason Helgerson, Medicaid Director, DHCAA

3/23/09  
\_\_\_\_\_  
Date

cc: State  
James Jones  
Elias Soto  
Audrey Koehn  
FACM

EDS/APS  
Rich Johnson  
Jeffrey Bretzmann  
Peggy Morrell  
Brian Payne  
EDS Central File



2008.5.05.010  
**Received**

MAY 16 2008

**MEMORANDUM**

DHCAA  
State MMIS Contract Office

**TO:** Jason A. Helgeson, Medicaid Director  
Division of Health Care Access and Accountability

**FROM:** Diane M. Evenson, Account Executive *Dayton for DME*  
EDS

**DATE:** May 14, 2008

**RE:** Resource estimate for EDS Administrative Assistant support staff for the  
Division of Health Care Access and Accountability (DHCAA) for 2008  
*ML08-0853*

This resource estimate is for the EDS Administrative Assistant support staff requested for the Division of Health Care Access and Accountability (DHCAA), assigned bureaus and back-up support to the Administrator's Office. Per Eli Soto's verbal request, EDS identified staff and had them begin working in April. This estimate covers all staff and their respective start dates.

**Staffing Needs**

As requested, we will provide six administrative assistants and one project manager for the following positions. The staff will be assigned as needed by DHCAA.

**Telephone and Receptionist - 2 positions**

- Provider telephone and receptionist services for the Division's main phone lines and other phone lines as assigned.
- Screen incoming calls for Medicaid Program direct line, Bureau Director's and Deputy Bureau Director's lines, to determine which section of the Bureau or particular professional staff person should receive each call.
- Take written messages for absent Director's Office staff, Office of Management Service staff, and Bureau staff including pertinent information needed for returning calls and maintain the use of the message collection center.
- Screen those visitors without appointments directing them to the appropriate person when clarification is needed on making appointments, particularly as affects the Director and Deputy Director.

### **Administrative Support - 4 positions**

- Coordinate special committee meetings, conferences and seminars; selecting meeting sites, preparing agendas and handout materials and providing follow-up.
- Maintain calendar/schedule including appropriate meetings for assigned Bureaus and Administrator's Office.
- Prioritize mail, correspondence and communications to ensure timeliness of responses.
- Provide services such as faxing, photocopying and delivery of materials to other locations.
- Prepare and distribute weekly staff meeting agenda created by the Director or Deputy Director.
- Perform special projects as assigned by the Director, Deputy Director and Office Manager.
- Daily print, distribute and post calendars for Director and Deputy Director's schedule. Print weekly calendars, as needed when changes occur.
- Help assemble of packets needed for meetings where the packets need to be faxed or priority mailed in a rush or ASAP situation.
- Accept appointments and monitor electronic calendaring of the Bureau's Conference Room.
- Assemble and correlate projects for quick copy.
- Accept appointments and monitor electronic calendaring of the Bureau's laptop computers and conference telephone.
- Provide other general administrative support services as required.

### **Administrative Business Project Manager – 1 position**

The administrative business project manager will assist in coordinating and managing multiple initiatives across the bureau. This positions will:

- Facilitate meetings
- Provide project status reports
- Actively participate in management and workgroup assignments
- Assist in establishing and transitioning to an improved business process.

### **Costs**

The costs reflects seven positions beginning on May 15,2008. Invoices will reflect actual work hours.

**DHCAA Admin Asst**

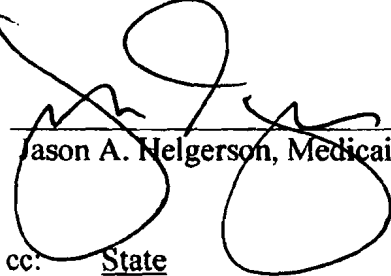
Staff cost	CY 2008	Hourly Rate
DHCAA-Admin Asst	\$ 229,238	\$ 29.39
DHCAA- Project Manager	\$ 58,352	\$ 44.89

Staff months	CY 2008
DHCAA-Admin Asst	45.00
DHCAA- Project Manager	7.50

If you have any questions regarding this estimate, please call me at extension 80019 or Peggy Morrell, EDS, at 80102.

Please indicate your approval of this estimate by signing below.

Comments:

  
\_\_\_\_\_  
Jason A. Helgerson, Medicaid Director

5/20/08  
Date

cc: State  
Ken Dybevik  
FACM  
Jean Doeringsfeld  
Elias Soto

EDS/APS  
EDS Managers  
Linda Skaar  
EDS Central File



MEMORANDUM

**To:** Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

**From:** Diane Evenson, Account Executive *[Signature]*  
EDS

**Date:** May 22, 2009

**Re:** Resource Estimate For Dedicated interChange State Testers.

2009-8-05-004

Received

MAY 22 2009

DHCAA  
State MMIS Contract Office

This resource estimate is in response to a request by Eli Soto, received on April 3, 2009. The request is to add five dedicated interChange resources to work under the direction of the State. This estimate reflects the costs associated with adding these new staff positions.

**Background**

With the implementation of the interChange system, the Division of Health Care Accountability and Accessibility has a UAT testing environment. This environment has been created to allow the Division to fully test all interChange modifications prior to being moved to the production environment. The State has asked EDS to create a team of five resources including testers and developers that will be trained by EDS staff but will be completely directed by State staff.

The staff will trained in the following areas:

- Portal system – one developer
- General interChange testing support – three testers
- DSS system – one developer

**Solution**

EDS will hire five additional resources that will be trained by EDS staff and be completely directed by the Division of Health Care Accountability and Accessibility staff. These resources will be completely independent of and in addition to the Fiscal Agent testing staff and will not be utilized by EDS to complete Fiscal Agent priority work assignments.

**Cost**

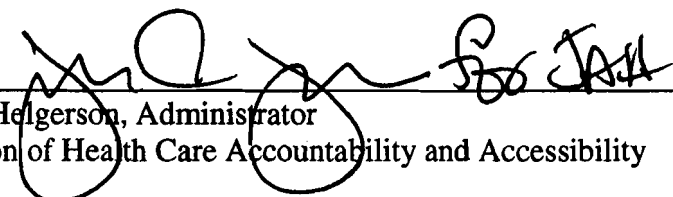
This estimate is a multi-year proposal for the State to consider.

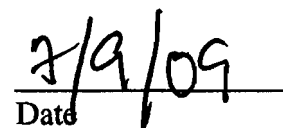
<i>Staff cost</i>	<i>CY 2009</i>	<i>CY 2010</i>
DSS @ 59.29 per hour	\$ 71,934	\$ 123,316
Portal Developer @ 70.39	\$ 85,407	\$ 146,412
State UAT tester @ 45.01	\$ 163,836	\$ 280,862
Total staff cost	\$ 321,177	\$ 550,590
Grand total cost	\$ 321,177	\$ 550,590

<i>Staff months</i>	<i>CY 2009</i>	<i>CY 2010</i>
DSS @ 59.29 per hour	7.00	12.00
Portal Developer @ 70.39	7.00	12.00
State UAT tester @ 45.01	21.00	36.00
Total staff months	35.00	60.00

If you have any questions regarding this estimate, please contact Richard Johnson at extension 80011.

Please indicate your approval of this estimate by signing below.

  
\_\_\_\_\_  
Jason Helgerson, Administrator  
Division of Health Care Accountability and Accessibility

  
\_\_\_\_\_  
Date

- cc:    State  
      Elias Soto  
      Melissa Henderson  
      Stacia Jankowski  
      FACM
- EDS  
      EDS Managers  
      Richard Johnson  
      Jeffrey Bretzmann  
      EDS Central File





Attachment L

MEMORANDUM

2010-E-04-005

Received

JUN 22 2010

DHCAA  
State MMIS Contract Office

**TO:** Jason A. Helgerson, Administrator  
Division of Health Care Access and Accountability

**FROM:** Diane Evenson, Account Executive,  
HP Enterprise Services, LLC

**DATE:** June 21, 2010

**SUBJECT:** Resource Estimate for Office of HealthCare Reform 2010-06-0228

HP is providing this Resource Estimate in response to DHCAA request on May 18<sup>th</sup> by Craig Steele to provide staff in support of the Office of Health Care Reform project.

***Background***

HP will provide four (4) staff in support of the Office of Health Care Reform project. One of the staff position will be pharmacy intern for the months of June through August 2010. The staff will work at the State, reporting directly to Craig Steele. Following are the positions we will initially provide. As additional resource needs are identified, HP will provide separate estimates.

HP will provide the following staff:

Program Policy Analyst – two staff members with health care related experience (e.g. Medicaid, Medicare, Private Health Care) and or a health care related degree.

Project Admin – staff member will provide general administrative support to the office (e.g. scheduling, phone, copy, etc.). The person will be detail oriented, organized, experienced minute taker and proficient with MS Outlook.

Program Policy Analyst Summer Intern – staff member will be available from June through August to provide support to the pharmacy section. The person will be detail oriented, organized, self starter and knowledgeable of pharmaceutical industry.

***Costs***

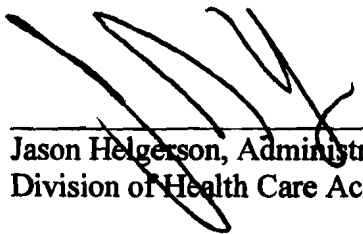
The costs set out in the tables below, Office of Health Care Reform Staff are for the additional staff. The new staff are at the contract approved hourly rates. One of the Program Policy Analysts will join the team on September 6, 2010 as agreed upon with DHCAA. We have

included the costs to provide meeting supplies. Each event is estimated at \$ 318.00 and will be invoiced as they occur.

*Assumes 10 estimated events  
 and DHS will pay \$318.00 per event.*

<i>CY Implement and ongoing</i>					
<b><i>OHCR Staff &amp; Expenses</i></b>	<b><i>CY 2010</i></b>	<b><i>CY 2011</i></b>	<b><i>CY 2012</i></b>	<b><i>CY 2013</i></b>	<b><i>Total</i></b>
Health Care Reform Summit Meeting Support	\$ 3,818	\$ -	\$ -	\$ -	\$ 3,818
<b>Total non-people</b>	\$ 3,818	\$ -	\$ -	\$ -	\$ 3,818
<b><i>OCHR Staff</i></b>	<b><i>CY 2010</i></b>	<b><i>CY 2011</i></b>	<b><i>CY 2012</i></b>	<b><i>CY 2013</i></b>	<b><i>Total</i></b>
OCHR Policy Analyst @ 52.30	\$ 95,187	\$ 217,570	\$ 217,570	\$ 199,440	\$ 729,768
OCHR Admin Assist @ 29.56	\$ 33,306	\$ 61,488	\$ 61,488	\$ 56,364	\$ 212,646
OCHR Pharmacy Intern @ 29.56	\$ 12,809	\$ -	\$ -	\$ -	\$ 12,809
<b>Total staff cost</b>	\$ 141,302	\$ 279,058	\$ 279,058	\$ 255,804	\$ 955,222
<b>Grand total cost</b>	\$ 145,120	\$ 279,058	\$ 279,058	\$ 255,804	\$ 959,040

If you have any questions regarding this estimate, please contact me at extension 80019 or Rich Johnson at extension 80011.

  
 Jason Helgerson, Administrator  
 Division of Health Care Accountability and Accessibility

7/7/10  
 Date

- cc. State  
 James Jones  
 Eli Soto  
 Craig Steele  
 FACM  
 Tricia LaPlant  
*Kendybenk*
- HP  
 Rich Johnson  
 Jeffrey Bretzmann  
 HP Central File  
 |'

Reviewed and Approved:  
*Susan D. Arthur*

Date: June 18, 2010  
 Susan Arthur  
 General Manager – State and Local Government  
 HP Enterprise Services, LLC

Attachment M

**Scope Change Request (SCR) Form**

v.7.0

**General Information:**

SCR #:	SCR 0216	SRPA # (if applicable):	
Requested Date:	10/23/08	Date Last Updated:	10/23/08
SCR Title:	EDS Dedicated State LAN Support		
Attachment Listing:			

**Instructions:**

Obtain a Scope Change Request number from the EDS Workplan Manager.

Attach supporting documentation including change orders, estimates, RFP and proposal references, etc.

**Details of the Change:**

EDS Lead/PM:	Ken Dybevik
State Lead/PM:	Rich Johnson
Scope Change Type: (check one or combination and complete the required information)	<p>This scope request is to continue to provide a dedicated LAN support at the State.</p> <p><input type="checkbox"/> New Requirement RFP Text:</p> <p><input type="checkbox"/> Change the following Requirement(s): Current Requirement Text: New Requirement Text:</p> <p><input type="checkbox"/> Waive the following Requirement(s): Requirement #: Requirement Text:</p> <p><input checked="" type="checkbox"/> Other</p> <p>There is not a RFP requirement to provide LAN support for interChange applications at the State. This position will continue to work at the State and support State users on Issue resolution for InterChange application access.</p>
Project Justification and/or Impact (describe all business objectives and drivers of this change)	Ken Dybevik requested EDS to provide a scope request to continue to provide a dedicated support staff.
Sub Business Function(s) affected (list all SBFs affected):	N/A
Impact to Schedule	None -- this is an ongoing operations position that will begin 11/10/08
Possible Alternative Solutions:	None

## Scope Change Request (SCR) Form

v.7.0

**Estimate:**

	<i>CY ongoing only</i>						<i>Ongoing total</i>
<i>SCR 215 Dedicated State LAN Person</i>	<i>CY 2008</i>	<i>CY 2009</i>	<i>CY 2010</i>	<i>CY 2011</i>	<i>CY 2012</i>	<i>CY 2013</i>	<i>Ongoing total</i>
<i>Staff cost</i>	<i>CY 2008</i>	<i>CY 2009</i>	<i>CY 2010</i>	<i>CY 2011</i>	<i>CY 2012</i>	<i>CY 2013</i>	<i>Ongoing total</i>
State LAN Support \$ 44.22	\$ 12,971	\$ 91,971	\$ 91,971	\$ 91,971	\$ 91,971	\$ 84,307	\$ 465,163
<b>Total staff cost</b>	<b>\$ 12,971</b>	<b>\$ 91,971</b>	<b>\$ 91,971</b>	<b>\$ 91,971</b>	<b>\$ 91,971</b>	<b>\$ 84,307</b>	<b>\$ 465,163</b>

**Decisions/Disposition:**

<p><b>Decision/Disposition:</b></p>	<p><input type="checkbox"/> <b>In Scope/Deferred:</b> The work outlined in the SCR will be added to the Post Implementation Log and will not be completed during DDI. No additional funding or consideration will be provided for this matter.</p> <p><input type="checkbox"/> <b>Out of Scope/Deferred:</b> The work outlined in the SCR will be added to the Post Implementation Log and will not be completed during DDI. Additional funding or consideration will be provided for this matter.</p> <p><input type="checkbox"/> <b>In Scope/Closed:</b> The work outlined in the SCR is in scope and must be completed as part of DDI.</p> <p><input type="checkbox"/> <b>Out of Scope/Accepted:</b> The work outlined in the SCR is out of scope and must be completed as part of DDI. The PM may proceed with actions necessary to implement the changes outlined in the SCR. Schedule and financial considerations will be provided for this matter. NOTE: This status may apply to work already completed.</p> <p><input type="checkbox"/> <b>Out of Scope/Danted:</b> The work outlined in the SCR is not approved. The PM will take no further action to complete the work outlined in the SCR.</p> <p><input type="checkbox"/> <b>Cancelled:</b> The scope request is removed from the process by the team.</p>
-------------------------------------	---

### Scope Change Request (SCR) Form v.7.0

**Approval/Authorization:**

Name/Title	Signature	Date
Diane M. Evanson EDS DDI and Legacy Account Manager		
Ken Dybevik DHFS Project Manager		
<i>Other -- Please type the name and title for any other person(s)</i>		
Jason Helgeson State Medicaid Director		

**SCB Work Area:**

*This area is for the SCB to note any additional information needed to make a decision on this SCR.*

State or EDS	Date	Comment
		1)
		1)

**Scope Change Request (SCR) Form**

v.7.0

**General Information:**

SCR #:	SCR 0217	SRPA # (if applicable):	
Requested Date:	10/23/08	Date Last Updated:	10/23/08
SCR Title:	EDS Estate Recovery and Casualty Support		
Attachment Listing:			

**Instructions:**

Obtain a Scope Change Request number from the EDS Workplan Manager.

Attach supporting documentation including change orders, estimates, RFP and proposal references, etc.

**Details of the Change:**

EDS Lead/PM:	Ken Dybevik
State Lead/PM:	Diane Evenson
Scope Change Type: (check one or combination and complete the required information)	<p>This scope request is to continue to provide dedicated support at the State for Estate Recovery and Casualty, dedicated LAN support at the State.</p> <p><input type="checkbox"/> New Requirement RFP Text:</p> <p><input type="checkbox"/> Change the following Requirement(s): Current Requirement Text: New Requirement Text:</p> <p><input type="checkbox"/> Waive the following Requirement(s): Requirement #: Requirement Text:</p> <p><input checked="" type="checkbox"/> Other</p> <p>40.9423.3 Provide clerical staff at the fixed bid rate to perform State defined functions, such as data entry, investigating, filing and settling claims.</p>
Project Justification and/or Impact (describe all business objectives and drivers of this change)	EDS received a request to provide a scope to continue to provide two support personnel; one for estate recovery and one for casualty.
Sub Business Function(s) affected (list all SBFs affected):	N/A
Impact to Schedule	None - this is an ongoing operations position that will begin 11/10/08
Possible Alternative Solutions:	None

### Scope Change Request (SCR) Form v.7.0

**Estimate:**

<i>SCR 217 Estate Recovery Casualty Staff cost</i>	<i>CY 2008</i>	<i>CY 2009</i>	<i>CY 2010</i>	<i>CY 2011</i>	<i>CY 2012</i>	<i>CY 2013</i>	<i>Ongoing total</i>
Estate Recovery Clerk (\$24.47)	\$ 7,178	\$ 50,897	\$ 50,897	\$ 50,897	\$ 50,897	\$ 46,656	\$ 257,422
Casualty Clerk (\$24.47)	\$ 7,178	\$ 50,897	\$ 50,897	\$ 50,897	\$ 50,897	\$ 46,656	\$ 257,422
<b>Total staff cost</b>	<b>\$ 14,357</b>	<b>\$ 101,794</b>	<b>\$ 101,794</b>	<b>\$ 101,794</b>	<b>\$ 101,794</b>	<b>\$ 93,311</b>	<b>\$ 514,845</b>

**Decisions/Disposition:**

<p><b>Decision/Disposition:</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>In Scope/Deferred:</b> The work outlined in the SCR will be added to the Post Implementation Log and will not be completed during DDI. No additional funding or consideration will be provided for this matter.</li> <li><input type="checkbox"/> <b>Out of Scope/Deferred:</b> The work outlined in the SCR will be added to the Post Implementation Log and will not be completed during DDI. Additional funding or consideration will be provided for this matter.</li> <li><input type="checkbox"/> <b>In Scope/Closed:</b> The work outlined in the SCR is in scope and must be completed as part of DDI.</li> <li><input type="checkbox"/> <b>Out of Scope/Accepted:</b> The work outlined in the SCR is out of scope and must be completed as part of DDI. The PM may proceed with actions necessary to implement the changes outlined in the SCR. Schedule and financial considerations will be provided for this matter. NOTE: This status may apply to work already completed.</li> <li><input type="checkbox"/> <b>Out of Scope/Denied:</b> The work outlined in the SCR is not approved. The PM will take no further action to complete the work outlined in the SCR.</li> <li><input type="checkbox"/> <b>Cancelled:</b> The scope request is removed from the process by the team.</li> </ul>
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### Scope Change Request (SCR) Form v.7.0

#### Approval/Authorization:

Name/Title	Signature	Date
Diana M. Evenson EDS DDI and Legacy Account Manager		
Ken Dybavik DHFS Project Manager		
<i>Other -- Please type the name and title for any other person(s)</i>		
Jason Helgeson State Medicaid Director		

#### SCB Work Area:

*This area is for the SCB to note any additional information needed to make a decision on this SCR.*

State or EDS	Date	Comment
		1)
		1)