



Eric Holcomb, Governor  
State of Indiana

*Office of Medicaid Policy and Planning*  
402 W. WASHINGTON STREET, ROOM W374, MS 07  
INDIANAPOLIS, IN 46204-2739

# Medicaid Advisory Committee (MAC)

## *Member Handbook*

Updated 2/2020

[www.IN.gov/fssa](http://www.IN.gov/fssa)  
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# Medicaid Advisory Committee

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Eric Holcomb, Governor  
State of Indiana

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## MEMORANDUM

To: Medicaid Advisory Committee Member

From: Matthew Brooks, Chair, *Indiana Council of Community Mental Health Centers*  
Allison Taylor, Chair, *Office of Medicaid Policy and Planning*

Date: November 19, 2019

Subject: Welcome to the Medicaid Advisory Committee!

It is with sincere pleasure that we welcome you to the Indiana Medicaid Advisory Committee (MAC). Whether you are new to the committee, or if you have served for some time, we wanted to take a moment to thank you for your service, as well as provide some basic information on the MAC. The MAC was established under IC 12-15-33-3, in compliance with 42 CFR § 431.12, and is intended to serve in an advisory capacity to Indiana's Medicaid agency on various aspects of the program. Since its formation, the committee has consisted of elected officials, provider representatives, consumer representatives, taxpayer representatives, and citizens.

In recent years, Indiana's Office of Medicaid Policy and Planning (OMPP) has made a concerted effort to enhance the level of programming and information provided to MAC members. Our hope for the MAC is that members gain valuable insights into the Medicaid program while providing the office with feedback on both proposed and established programs and policies within OMPP.

The MAC has regular meetings once a quarter. The agenda is typically sent one week prior to the meeting and includes notification on OMPP rule-making efforts, policy and programmatic updates, and particular emphasis on the subjects noted in IC 12-15-33-9.5.

Once again, thank you for your participation on the MAC and we look forward to working with you!





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## MEMORANDUM

To: Medicaid Advisory Committee Member

From: Allison Taylor, Medicaid Director

Date: November 19, 2019

Subject: Committee Logistics

Below you will find information related to scheduling, meeting attendance, agendas and other useful information as you serve on the Medicaid Advisory Committee (MAC).

1. **Scheduling and Meeting Attendance:** MAC meetings are conducted quarterly and meeting dates will be discussed and approved at the last meeting of the year. All meeting invitations will be issued at the beginning of each year.
2. **Agenda:** The agenda for each meeting will be sent to you the Friday before the meeting. If you do not receive it at least three calendar days prior to the meeting, please call Ms. Laura Dodson, MAC Secretary, and another agenda will be sent.
3. **Additional information about the MAC** can be found on the Medicaid Advisory Committee's page on the OMPP website: <https://www.in.gov/fssa/ompp/4882.htm>

Please direct additional questions or concerns to Laura Dodson, MAC Secretary, at 317-234-8946 or [Laura.Dodson@fssa.IN.gov](mailto:Laura.Dodson@fssa.IN.gov).

# Medicaid Advisory Committee

## *Indiana Code 12-15-33*

Information Maintained by the Office of Code Revision Indiana Legislative Services Agency

<http://iga.in.gov/legislative/laws/2019/ic/titles/012#12-15-33>

- [12-15-33-1](#) Committee defined
- [12-15-33-2](#) Committee created
- [12-15-33-3](#) Membership; appointment
- [12-15-33-4](#) Expiration of term; designation of successor
- [12-15-33-5](#) Term of office
- [12-15-33-6](#) Ex officio members
- [12-15-33-7](#) Committee secretary
- [12-15-33-8](#) Subcommittees
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- [12-15-33-9.5](#) Reviews, studies, and advisory recommendations; expiration
- [12-15-33-10](#) Travel allowance

### IC 12-15-33-1 Committee defined

Sec. 1. As used in this chapter, "committee" refers to the Medicaid advisory committee created by this chapter. [1992 Revision Citation: New.]  
*As added by P.L.2-1992, SEC.9.*

### IC 12-15-33-2 Committee created

Sec. 2. The Medicaid advisory committee is created to act in an advisory capacity to the following:  
(1) The office in the administration of the Medicaid program.  
(2) The children's health policy board established by [IC 4-23-27-2](#) in the board's responsibility to direct policy coordination of children's health programs. [Pre-1992 Revision Citation: 12-1-13-1(a).]  
*As added by P.L.2-1992, SEC.9. Amended by P.L.273-1999, SEC.175.*

### IC 12-15-33-3 Membership; appointment

Sec. 3. (a) The committee shall be appointed as follows:  
(1) One (1) member shall be appointed by the administrator of the office to represent each of the following organizations:  
(A) Indiana Council of Community Mental Health Centers.  
(B) Indiana State Medical Association.  
(C) Indiana State Chapter of the American Academy of Pediatrics.  
(D) Indiana Hospital Association.  
(E) Indiana Dental Association.  
(F) Indiana State Psychiatric Association.  
(G) Indiana State Osteopathic Association.  
(H) Indiana State Nurses Association.  
(I) Indiana State Licensed Practical Nurses Association.  
(J) Indiana State Podiatry Association.  
(K) Indiana Health Care Association.  
(L) Indiana Optometric Association.  
(M) Indiana Pharmaceutical Association.

- (N) Indiana Psychological Association.
- (O) Indiana State Chiropractic Association.
- (P) Indiana Ambulance Association.
- (Q) Indiana Association for Home Care.
- (R) Indiana Academy of Ophthalmology.
- (S) Indiana Speech and Hearing Association.
- (T) Indiana Academy of Physician Assistants.
- (U) Indiana Association of Rehabilitation Facilities.

(V) Indiana Association of Health Plans.

(W) Indiana Primary Health Care Association.

(2) Ten (10) members shall be appointed by the governor as follows:

- (A) One (1) member who represents agricultural interests.
- (B) One (1) member who represents business and industrial interests.
- (C) One (1) member who represents labor interests.
- (D) One (1) member who represents insurance interests.
- (E) One (1) member who represents a statewide taxpayer association.
- (F) Two (2) members who are parent advocates.
- (G) Three (3) members who represent Indiana citizens.

(3) Six (6) members shall be appointed by the president pro tempore of the senate acting in the capacity as president pro tempore of the senate to represent the senate. Three (3) of the members appointed under this subdivision shall serve on the standing fiscal subcommittee created under section 8(b) of this chapter.

(4) Six (6) members shall be appointed by the speaker of the house of representatives to represent the house of representatives. Three (3) of the members appointed under this subdivision shall serve on the standing fiscal subcommittee created under section 8(b) of this chapter.

(b) Notwithstanding subsection (a)(3), after consultation with the minority leader of the senate, the president pro tempore of the senate shall appoint three (3) of the members from the minority party of the senate.

(c) Notwithstanding subsection (a)(4), after consultation with the minority leader of the house of representatives, the speaker of the house shall appoint three (3) of the members from the minority party of the house.

[Pre-1992 Revision Citation: 12-1-13-1(b).]

*As added by P.L.2-1992, SEC.9. Amended by P.L.157-1995, SEC.1; P.L.158-1995, SEC.1; P.L.42-1995, SEC.24; P.L.109-1996, SEC.2; P.L.273-1999, SEC.176; P.L.35-2016, SEC.44; P.L.114-2018, SEC.2; P.L.140-2019, SEC.1.*

#### IC 12-15-33-4 Expiration of term; designation of successor

Sec. 4. An appointment to the committee terminates July 1 of the year in which the appointment expires, but a member serves until the member's successor is designated.

[Pre-1992 Revision Citation: 12-1-13-1(d) part.]

*As added by P.L.2-1992, SEC.9.*

#### IC 12-15-33-5 Term of office

Sec. 5. An appointment to the committee is for a four (4) year term, except the representatives of the senate and house of representatives, whose terms coincide with the representative's or senator's respective legislative terms.

[Pre-1992 Revision Citation: 12-1-13-1(d) part.]

*As added by P.L.2-1992, SEC.9.*

#### IC 12-15-33-6 Ex officio members

Sec. 6. The following shall serve as ex officio members of the committee:

- (1) The state health commissioner or the commissioner's designee.

(2) The director of the division of mental health and addiction or the director's designee.

(3) The administrator of the office.

[Pre-1992 Revision Citation: 12-1-13-1(d) part.]

*As added by P.L.2-1992, SEC.9. Amended by P.L.215-2001, SEC.45.*

#### IC 12-15-33-7 Committee secretary

Sec. 7. The administrator of the office shall serve as secretary of the committee.

[Pre-1992 Revision Citation: 12-1-13-1(d) part.]

*As added by P.L.2-1992, SEC.9.*

#### IC 12-15-33-8 Subcommittees

Sec. 8. (a) A subcommittee may be created as the committee considers necessary.

(b) The committee shall create a standing fiscal subcommittee.

(c) The chairman of each subcommittee must be a member of the committee.

(d) Subcommittees may convene as often as needed.

[Pre-1992 Revision Citation: 12-1-13-1(e).]

*As added by P.L.2-1992, SEC.9. Amended by P.L.140-2019, SEC.2.*

#### IC 12-15-33-9 Meetings

Sec. 9. The committee shall do the following:

(1) Meet at least four (4) times each year, one (1) time in each calendar quarter.

(2) Hold special meetings that the committee or the secretary requests.

[Pre-1992 Revision Citation: 12-1-13-1(f).]

*As added by P.L.2-1992, SEC.9.*

#### IC 12-15-33-9.5 Reviews, studies, and advisory recommendations; expiration

Sec. 9.5. (a) The committee shall review, study, and make advisory recommendations concerning the following subjects:

(1) Emergency department coverage and reimbursement to providers.

(2) The reporting of Medicaid prior authorization denials by Medicaid managed care entities, excluding pharmacies.

(3) The reporting of Medicaid denials based on:

(A) administrative and medically necessary criteria; or

(B) errors or omissions made by the managed care entity.

(4) Prompt payment to providers for claims:

(A) within thirty (30) days;

(B) within ninety (90) days;

(C) within one hundred eighty (180) days; and

(D) over three hundred sixty-five (365) days.

(5) The provider appeals process for administrative and medically necessary Medicaid denials and the resolution of appeals, including rates of reversal.

(6) The central credentialing portal.

(7) Policy changes to the Medicaid program with an implementation period for providers or managed care entities of more than thirty (30) days.

(8) The reporting of Medicaid denials due to retro-eligibility status.

(9) Other subjects, as the committee considers necessary.

(b) The committee shall, not later than November 1, 2019, study, make advisory recommendations under section 2 of this chapter, and report and make recommendations to the legislative council in an electronic format under [IC 5-14-6](#), concerning the feasibility of applying for a Medicaid state plan amendment for the following:

(1) Medicaid reimbursement for health care services and school based services provided to specified individuals by a school based health center.

(2) Potential directed payments to school based health centers, including:

(A) alternate fee schedule payments under the risk based managed care program equivalent to the fee that Medicare pays for the service, or if there is not a Medicare rate for the service, an amount determined by the office of Medicaid policy and planning; and

(B) supplemental Medicaid reimbursement payments to qualified school based health centers under the fee for service Medicaid program.

(c) This section expires July 1, 2021.

*As added by P.L.140-2019, SEC.3. Amended by P.L.227-2019, SEC.1.*

#### IC 12-15-33-10 Travel allowance

Sec. 10. (a) Appointed members of the committee other than members of the general assembly are entitled to receive travel allowance to and from regular or special meetings in accordance with the amounts set by and the provisions of the budget committee for state employees.

(b) Each member of the committee who is a member of the general assembly is entitled to receive the same per diem, mileage, and travel allowances paid to legislative members of interim study committees established by the legislative council. Per diem, mileage, and travel allowances paid under this subsection shall be paid from appropriations made to the legislative council or the legislative services agency. [Pre-1992 Revision Citation: 12-1-13-1(g).]

*As added by P.L.2-1992, SEC.9. Amended by P.L.140-2019, SEC.4.*



# Medicaid Advisory Committee

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Updated 2.11.2020

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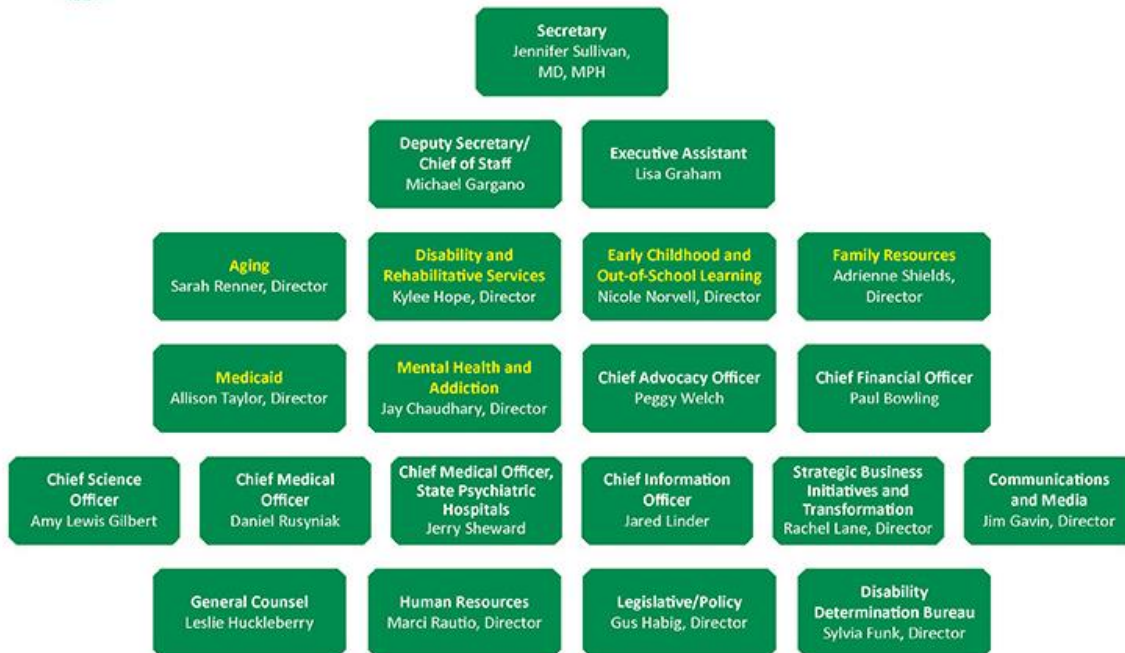
Indianapolis, IN 46204

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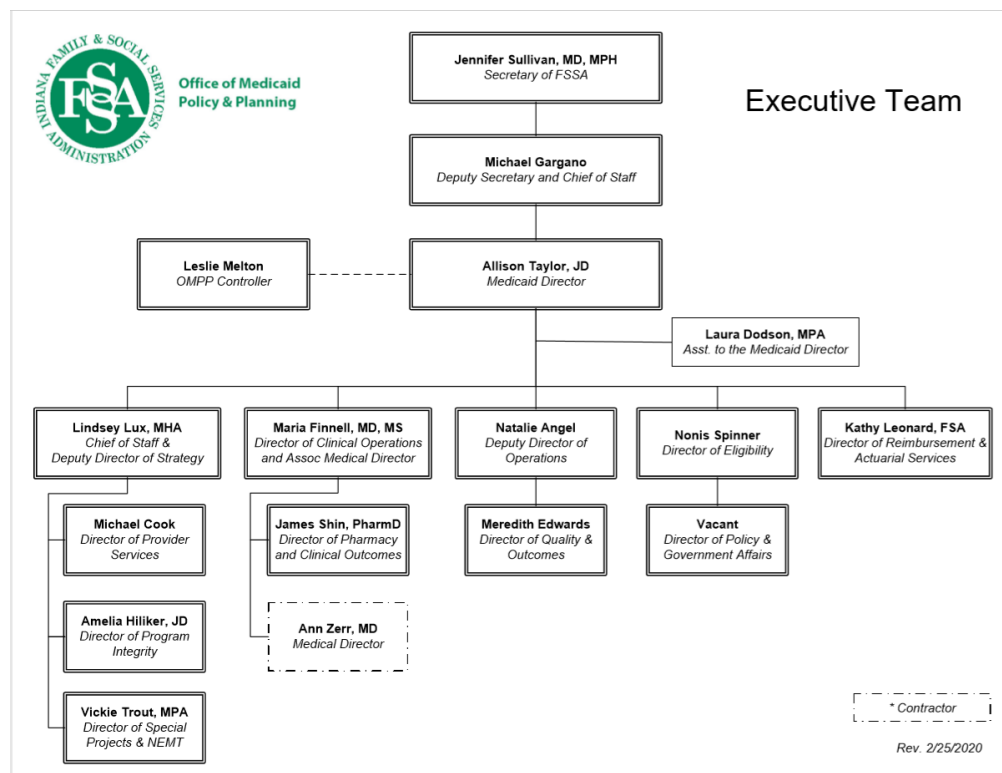
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# FSSA Executive Leadership



September 6, 2019 11:15 AM #5468



Rev. 2/25/2020

# High Risk Areas:

## Indiana State Board & Commission Members

Thank you for your service to the State of Indiana as a board or commission member.

Call: 317-232-3850

The expertise that you contribute as a board or commission member is invaluable to the function of state government. Board and commission members are special state appointees. As a special state appointee, you are subject to the State's ethics statutes set forth in Ind. Code 4-2-6 and the State's Code of Ethics outlined in 42 IAC 1. While you have already completed your mandatory ethics training, this guide is intended to highlight the top three high risk areas that our office has identified for board and commission members specifically because of your possible affiliations with organizations outside of state government. More information is available at [www.in.gov/ig](http://www.in.gov/ig).

Email: [info@ig.in.gov](mailto:info@ig.in.gov)

Advice: [www.in.gov/ig](http://www.in.gov/ig)

### Political Activity (42 IAC 1-5-4)

You cannot engage in political activity, including fundraising, while on duty or in your official capacity as a special state appointee.

You also cannot solicit political contributions *at any time* from persons who have a business relationship with your agency/board/commission or from state employees that you supervise.

### Conflict of Interests – Contracts (Ind. Code 4-2-6-10.5)

You cannot have a financial interest in a contract with *any* state agency. If you do have a financial interest, you must ensure compliance with certain requirements before the contract is executed.

You could be fined if you don't comply. Having a financial interest in a contract with the agency you serve could be criminal.

### Conflict of Interests – Decisions and Voting (Ind. Code 4-2-6-9)

You cannot participate in decisions or votes or anything related to those decisions or votes if any of the following have a financial interest.

- You, your spouse or your immediate family member
- A business in which you serve as an officer, a director, a member, a trustee, a partner or employee
- A potential employer

You must recuse yourself and disclose any potential conflict.



Eric Holcomb, Governor  
State of Indiana

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## Medicaid Advisory Committee 2020 Meeting Dates

*Statute requires quarterly meetings or as the chair or Medicaid Director request. The final agenda will be distributed the Friday before a meeting date.*

### **\*NEW INFORMATION**

**\*Thursday, February 27, 2020** 3 – 5 p.m.  
IGCS, Conference Room B

**Thursday, May 14, 2020** 10:00 a.m. – 12 Noon  
IGCS, Conference Room B

**Thursday, July 30, 2020** 10:00 a.m. – 12 Noon  
IGCS, Conference Room B  
*Special MAC Meeting*

**Thursday, August 27, 2020** 10:00 a.m. – 12 Noon  
IGCS, Conference Room B

**Tuesday, November 17, 2020** 10:00 a.m. – 12 Noon  
IGCS, Conference Room B

