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OK - Submission Package - OK2021MS00030 - (OK-21-0039) - Administration

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CMS-10434 OMB 0938-1188

Package Information

Package ID	OK2021MS00030	Submission Type	Official
Program Name	N/A	State	OK
SPA ID	OK-21-0039	Region	Dallas, TX
Version Number	1	Package Status	Pending

Medicaid State Plan Administration

Organization

Organization and Administration

MEDICAID | Medicaid State Plan | Administration | OK2021MS0003O | OK-21-0039

Package Header

Package ID	OK2021MS0003O	SPA ID	OK-21-0039
Submission Type	Official	Initial Submission Date	N/A
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A. Description of the Organization and Functions of the Single State Agency

1. The single state agency is:

- a. A stand-alone agency, separate from every other state agency
- b. Also the Title IV-A (TANF) agency
- c. Also the state health department
- d. Other:

2. The main functions of the Medicaid agency and where these functions are located within the agency are described below. This description should be consistent with the accompanying organizational chart attachment. (If the function is not performed by the Medicaid agency, indicate in the description which other agency performs the function.)

a. Eligibility Determinations

The OHCA operates the state's Medicaid program. The OHCA is organized in seven different divisions with specified responsibilities. Each division reports to a specific chief, deputy, or director. Eligibility rules are written and maintained by the agency's Federal and State Authorities department, a subset of the Medicaid Operations division. Changes to eligibility policy must be approved by OHCA's Board of Directors and the State Legislature. The OHCA is responsible for all eligibility determinations, except Aged, Blind, and Disabled (ABD) and long term care applicants. Oklahoma since 2010, has offered an online eligibility system, which presently serves MAGI populations. The OHCA Eligibility and Coverage Services division covers member services, online enrollment as well as the Eligibility and Recipient subsystems of the Medicaid Management Information System (MMIS). This group ensures that eligibility policy is the basis for systematic application processing and eligibility determinations, is in constant contact with members, providers, and other stakeholders such as the legislature, and the Oklahoma Department of Human Services (DHS), and is housed within the SoonerCare Operations division under the direction of the State Medicaid Director. The DHS is responsible for ABD eligibility determinations and any fair hearings regarding these determinations. The OHCA eligibility fair hearings functions reside with the Administrative Law Judge (ALJ) of Executive Services. In summary, the Federal and State Authorities division and the Eligibility and Coverage Services division are involved in the eligibility determination and fair hearing process.

b. Fair Hearings (including expedited fair hearings)

Within the OHCA, fair hearings are conducted by the ALJ, an OHCA employee located in Executive Services, apart from the Legal & Federal and State Authorities division. The ALJ independently renders a decision based on the preponderance of the evidence as governed by the written agreements. The OHCA fair hearing system does not provide for an agency hearing prior to review by an Administrative Law Judge. The scope of the hearings conducted by the ALJ includes hearings related to benefits and services, fair hearing of MAGI-based eligibility determinations in addition to fair hearing of eligibility and services for the ADvantage home and community-based waiver population. An additional appeal with the Chief Executive Officer (CEO) is available in many cases. The CEO may designate an ALJ at another state agency to review an appeal with the CEO.

Per the ICA waiver, the DHS is responsible for any fair hearings regarding aged, blind, disabled (ABD) eligibility determinations.

c. Health Care Delivery, including benefits and services, managed care (if applicable)

The State Medicaid Director establishes and maintains day-to-day operations and policy development of the Medicaid program. The position directs and supervises certain operational divisions of the agency. These include the following units: Federal & State Authorities, Long Term Services and Supports, Office of Tribal Government Relations, Behavioral Health Services, Service Quality Review, Stakeholder Engagement, Pharmacy, Managed Care Plan Compliance, Provider Engagement, Eligibility and Coverage Services, and Population Care Management.

d. Program and policy support including state plan, waivers, and demonstrations (if applicable)

The Federal and State Authorities Division housed under the State Medicaid Director is responsible for the direction, coordination, and management and policy development of the agency.

e. Administration, including budget, legal counsel

The Chief of Staff is responsible for multiple departments in a division called Business, Resource, & Communication Services. The division includes the following departments: Organizational Development, Human Resources & Administrative Services, Communications, General Counsel, and Program Integrity & Accountability.

The Chief Financial Officer (CFO) is responsible for directing, coordinating and managing all phases of the multi-functional Finance Services division of the agency. The CFO directly oversees the operations, adequacy and soundness of the agency's fiscal structure. The Finance division includes the following units: Purchasing & Contracts Development, Financial Management, General Accounting/Budget & Fiscal Planning, Financial Services, Financial Accountability & Compliance, Provider Rates & Analysis, Business Enterprises.

f. Financial management, including processing of provider claims and other health care financing

The Chief Financial Officer (CFO) is responsible for directing, coordinating and managing all phases of the multi-functional Finance Services division of the agency. The CFO directly oversees the operations, adequacy and soundness of the agency's fiscal structure. The Finance division includes the following units: Purchasing & Contracts Development, Financial Management, General Accounting/Budget & Fiscal Planning, Financial Services, Financial Accountability & Compliance, Provider Rates & Analysis, Business Enterprises.


The Chief Medical Officer is responsible the direction, coordination, and management of all phases of the following units: Medical Authorization & Review, Dental, Medical Support Services, Medical, Quality Assurance and Quality Improvement SoonerCare Compliance, Performance & Federal Reporting, and Satisfaction Improvement.

g. Systems administration, including MMIS, eligibility systems

The Chief of Business Enterprises is responsible for the direction, coordination, and management of the OHCA's information systems. The division includes the following units: Electronic Customer Relations, Performance & Electronic Process, Support Services, Security Governance, and Server Support.

h. Other functions, e.g., TPL, utilization management (optional)

3. An organizational chart of the Medicaid agency has been uploaded:

Name	Date Created	
OK SPA 21-0039 Organizational Chart 8.10.21	8/26/2021 4:37 PM EDT	

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B. Entities that Determine Eligibility or Conduct Fair Hearings Other than the Medicaid Agency

Title	Description of the functions the delegated entity performs in carrying out its responsibilities:
Single state agency under Title IV-A (TANF)	The Oklahoma Department of Human Services (DHS) is responsible for ABD eligibility determinations and any fair hearings regarding these determinations

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E. Coordination with Other Executive Agencies

The Medicaid agency coordinates with any other Executive agency related to any Medicaid functions or activities not described elsewhere in the Organization and Administration portion of the state plan (e.g. public health, aging, substance abuse, developmental disability agencies):

- Yes
- No

Name of agency:	Description of the Medicaid functions or activities conducted or coordinated with another executive agency:
Oklahoma State Department of Health	The Oklahoma State Department of Health leads the state in strategic planning to become a healthier state. This agency is also a public health provider. OHCA and OSDH collaborate and interact on matters related to family planning, child wellness, and performance improvement initiatives.
Oklahoma Department of Mental Health and Substance Abuse Services	The Oklahoma Department of Mental Health and Substance Abuse Services is responsible for providing public health services relating to mental illness and substance abuse. ODMHSAS supports a continuum of programs from community-based treatment and case management to acute inpatient care.
Oklahoma Department of Rehabilitative Services	The Oklahoma Department of Rehabilitative Services expands opportunities for employment, independent life and economic self-sufficiency by helping Oklahomans with disabilities bridge barriers to success in the workplace, school and at home. ODRS is comprised of five program divisions: Vocational Rehabilitation Division, Visual Services Division, Disability Determination Division, Oklahoma School for the Deaf, and Oklahoma School for the Blind.
Oklahoma Office of Juvenile Affairs	The Oklahoma Office of Juvenile Affairs is responsible for planning and coordinating statewide juvenile justice and delinquency prevention services. OJA is also responsible for operating juvenile correctional facilities in the State.

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F. Additional information (optional)

The Governor is the Chief Executive Officer of the State of Oklahoma. Within 45 days of taking office, the governor is allowed to create his/her own cabinet, with anywhere from no less than 10 but no more than 15 Secretaries representing all the branches of state government.

The OHCA is under the Governor's Cabinet Secretary for Health and Human Services and has extensive working relationships with the other state agencies that provide health, human services, and public assistance. In addition to the OHCA, this includes the Oklahoma State Department of Health, the Oklahoma Department of Human Services, the Oklahoma Department of Mental Health and Substance Abuse Services, the Oklahoma Department of Rehabilitative Services, and Oklahoma Office of Juvenile Affairs.

PRA Disclosure Statement: Centers for Medicare & Medicaid Services (CMS) collects this mandatory information in accordance with (42 U.S.C. 1396a) and (42 CFR 430.12); which sets forth the authority for the submittal and collection of state plans and plan amendment information in a format defined by CMS for the purpose of improving the state application and federal review processes, improve federal program management of Medicaid programs and Children's Health Insurance Program, and to standardize Medicaid program data which covers basic requirements, and individualized content that reflects the characteristics of the particular state's program. The information will be used to monitor and analyze performance metrics related to the Medicaid and Children's Health Insurance Program in efforts to boost program integrity efforts, improve performance and accountability across the programs. Under the Privacy Act of 1974 any personally identifying information obtained will be kept private to the extent of the law. According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0938-1188. The time required to complete this information collection is estimated to range from 1 hour to 80 hours per response (see below), including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: CMS, 7500 Security Boulevard, Attn: PRA Reports Clearance Officer, Mail Stop C4-26-05, Baltimore, Maryland 21244-1850.

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