



## T.A.G. Meeting Summary

Friday April 27, 2007

### COBRA Technical Assistance Group (TAG) Minutes Online!

The Bureau of Community Support Services will be providing a brief summary of the TAG following each bimonthly meeting. Minutes will be posted online at our website [cobracm.org](http://cobracm.org), along with key handouts provided. Look under "Meetings – Schedules and Minutes".

### Feedback from TAG Evaluations

Feedback provided by COBRA members in meeting evaluations have given the co-chairs, Anita Septimus and Howard Schwartz, valuable information including ideas for format changes and meeting topics. At this meeting a longer break and an interactive exercise were added to the agenda to facilitate greater networking and

information-sharing among TAG providers (as requested in several evaluations). Suggested topics for future presentations were compiled by the co-chairs and distributed at the meeting (see accompanying handouts for list of topics).

### Online CM Distance Learning Course Up and Running

Lisa Skill, of Professional Development Program at Rockefeller College, University at Albany, gave a step by step overview of "Introduction to Case Management" the first online course available for staff training in COBRA and grant-funded case management programs. This innovative internet-based training course is the first released of two internet accessible courses developed from existing curriculum utilizing adult learning principles. Case management staff at all levels may take the course at their own pace,

anywhere they have access to the internet, anytime day or night, and in the order they prefer.

Students take a pretest and can receive a letter of completion once they finish the entire course. The course incorporates didactic and experiential learning and includes a short video. A companion Supervisor's Guide can be downloaded to assist a supervisor to support a staff person's learning (see handouts).

One COBRA CFP already incorporates course topics in staff meetings – reviewing one module at each meeting. The course is a great training opportunity for new case management staff, and a good refresher for experienced staff and supervisors who can review specific modules from a list of modules comprising the course. Go to:

<http://www.hivtraining.org>

to register, log in, and take a look.

## Networking Exercise

To help TAG members know each other better and share some common challenges as well as best practices, the TAG co-chairs developed a brainstorming exercise based on questions asked in the 2007 COBRA workplan. Four groups were each given one of the following topics:

- Staff retention and training
- Developing linkages and partnerships with mental health, dental, medical, and substance use providers
- QA mechanisms for measuring quality of services and documentation
- Revenue generation and monitoring fiscal integrity

Within each group, discussion focused on how individual program directors addressed the group topic, identifying greatest challenges, most time consuming aspect, and solutions to these challenges. Results were presented to the entire group and will be summarized for the next meeting.

## AI Announcements

### Code 30

As most COBRA providers are aware by now, HIV+ individuals cannot be dually enrolled in Comprehensive Medicaid Case Management (CMCM) and the Lombardi Long Term Home Health Care Program. Although the NYS Plan amendment for COBRA CMCM states this, this provision has not been enforced in the past.

However, clients enrolled in the Lombardi program now have an exception code 30 assigned to them in the Medicaid system, and sometime in the future this edit will be turned on, meaning for HIV+ persons receiving concurrent Lombardi and COBRA CM services, their COBRA bills will not be paid by Medicaid.

To address this situation, all COBRA providers need to review their caseload for Code 30 recipients. Review the charts of these individuals, then case conference with the client and Lombardi provider to determine which program can best serve the clients needs. If a client is to be dis-enrolled from Lombardi Long Term

Home Health Care in New York City the Lombardi provider must fill out an MII-V form. The form should be faxed to:

Denise McIntosh,  
Community Liaison  
HRA  
212-534-2911 (fax)  
212-360-2401 (phone)

The original should be sent by the Lombardi provider to Ms. McIntosh at this HRA address:

309 E. 94<sup>th</sup> Street  
Room 506  
NY, NY 10128

On Long Island and Upstate the Lombardi program should contact the county's Local District of Social Services (LDSS) to dis-enroll the client.

### Dual Enrollment COBRA and AIDS Day Health Care Programs (ADHCP)

Due to over-utilization, the Bureau of Community Support Services will be issuing a new policy which limits dual enrollment of COBRA clients in AIDS Day Health Care Programs (also known as AIDS Day Treatment programs). In preparation for this change, program managers will be contacting their COBRA providers soon with a list of clients dually enrolled in your program and an

ADHCP. Please review the charts of these individuals, and case conference with the client and ADHCP provider to determine which program can best serve the client's needs. Upon agreement, the client should be either disenrolled from COBRA or dropped from ADHC (there is no formal Medicaid enrollment into the ADHC).

Status of the Change in COBRA Rate

Methodology

A proposal to change the way COBRA is reimbursed from fee-for-service to a monthly rate has been submitted by the AI to the NYSDOH. If the proposal is accepted, the Bureau anticipates implementation as early as October 1, 2007 and no later than January 1, 2008.

AIRS Conversion

Providers are reminded to prepare for conversion from URS to AIRS by running the pre-VFP URS conversion report. Conversion to AIRS is essential in order to bill using the new rate methodology. See accompanying handouts for more info.

Billing Hours

Reminder to all providers: maximum billing hours per billable staff are 23-24 on average. Billing over these hours is considered over-utilization.

Quality Improvement Committee

The COBRA QIC will be held on Monday May 14 from 10-12 in rooms A and B on the 4<sup>th</sup> floor at 90 Church Street.

**Next TAG Meeting**

Thursday June 21  
10:00 am – 1:00 pm  
4<sup>th</sup> Floor Rooms A&B