



County Incentives Program Frequently Asked Questions (FAQs)

FY2015-16

General Background

What is the county incentive program?

The county incentive program was developed following a budget action approved by the Colorado General Assembly in 2014. The first year for counties to participate in the program was FY 2014-15. The program was developed in collaboration with county partners to provide incentives for meeting agreed upon benchmarks. Incentives are included in a contract between the Department and individual county partners.

How was the program authorized?

The program was authorized through a budget request approved by the Colorado General Assembly (The Department's Eligibility Determination Enhanced Match-R6 FY 2014-15 Budget Request which was approved in 2014).

How much funding is available through the incentive program?

In FY 2015-16 and ongoing, the total funding available is \$4,394,717.

Who qualifies for the incentive program?

Any county can participate in the incentive program.

What changes were made from FY2014-15 to FY2015-16?

Several changes were made based on lessons learned from the first year of implementation. The correctional facility MOU incentive was dropped and replaced with two additional incentives. Also, the Department created a **County Incentives Program Guide** that lists eligible collaboration partners, forms required for the program, instructions for accessing timeliness and backlog data, and more. It must be utilized for participation in the County Incentives Program.



Incentives

What are the incentives for 2015-16?

The incentives are outlined in detail in the contracts with county partners. In 2015-16, incentives are related to improving application processing timeliness, including both new applications and redeterminations, reducing any application backlogs, improving collaboration with local partners, compliance with the Medicaid Eligibility Quality Improvement Plan (MEQIP), and training for Medicaid eligibility staff.

MEQIP and training incentives are new; can you provide more detail?

To earn the MEQIP incentive, counties must follow the MEQIP program guidelines. There are four quarterly reports and one annual report that must be submitted timely. The training incentive can be earned by documenting that 75% of Medicaid eligibility staff have undergone a minimum of 9 hours of training within the reporting periods. This training can be spread over both reporting periods.

What are the incentives for 2016-17?

The incentive programs for FY 2016-17 have not been finalized. The Department expects to engage counties on the incentives for next fiscal year at the beginning of 2016.

How were the incentives for the program determined?

Incentives and metrics were designed by identifying Department priorities and through a collaborative process with the counties.

Funding and Reporting Process

How does the incentive program work?

There are 5 benchmarks: timeliness, backlog, collaboration, MEQIP, and training. Counties that meet the benchmarks earn a financial incentive which is reimbursed through the County Financial Management System (CFMS). Details about the incentives are outlined in the contracts with counties which can be found on the [County Administration website](#).

What are the reporting periods for this year, and how do they affect the incentives earned?

The reporting periods for FY2015-16 will run from November – December 2015 (reporting period 1) and January – June 2016 (reporting period 2). Incentives earned will be split based on the reporting periods – 20% of incentives can be earned in reporting period 1, while the remainder, 80%, can be earned in reporting period 2.

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How often and when are incentive payments made?

Incentive payments will be made annually, after the close out of the fiscal year. Because close out occurs in July, reimbursements can be expected within 90 days of the end of the fiscal year.

Do counties need to submit invoices? If so, how do they submit invoices?

No, counties do not need to submit invoices for the incentive program, counties only need to submit the information and documentation outlined in each year's contract; required forms that can be found in the County Incentives Program Guide, as well as on the County Administration website.. Sample language from the base contract for FY 2015-16 including documentation needed to qualify for incentives is available on the [County Administration website](#).

What are the reporting requirements for the program?

The reporting requirements for counties will vary from year to year depending on the incentive structure and individual contracts. For FY 2015-16 incentives, metrics related to timeliness and backlog will be pulled from existing reports so counties do not need to provide additional documentation for these incentives. Counties will need to provide documentation for the collaboration incentives and will need to utilize the template provided by the Department. MEQIP metrics will be pulled from the Department's Eligibility Division. Training reporting will require counties to submit documentation that training occurred; this can be in spreadsheet form, attendance sheets, or other forms of documentation. They Department may, at a later date, provide a template for counties to organize this data before submittal to the HCPF.

When are the reports due to the Department?

Documentation for reporting period 1 is due on January 5, 2015. Documentation for reporting period 2 is due on July 5, 2016.

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For more information visit Colorado.gov/hcpf/county-admin

