

Timely Access to Care Training

Presented by: Provider Network Management Operations

Access & Availability Team

2023

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Agenda

Importance & Drivers

Survey Guidelines

Survey Process: Preparation & Resources

Corrective Action Plans (CAPs) & Educational (Ed) Packets

Improving Access: Best Practices

Resources

E-Consults

TIMELY ACCESS TO CARE *Importance and Drivers*

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Why Is Timely Access to Care Important?



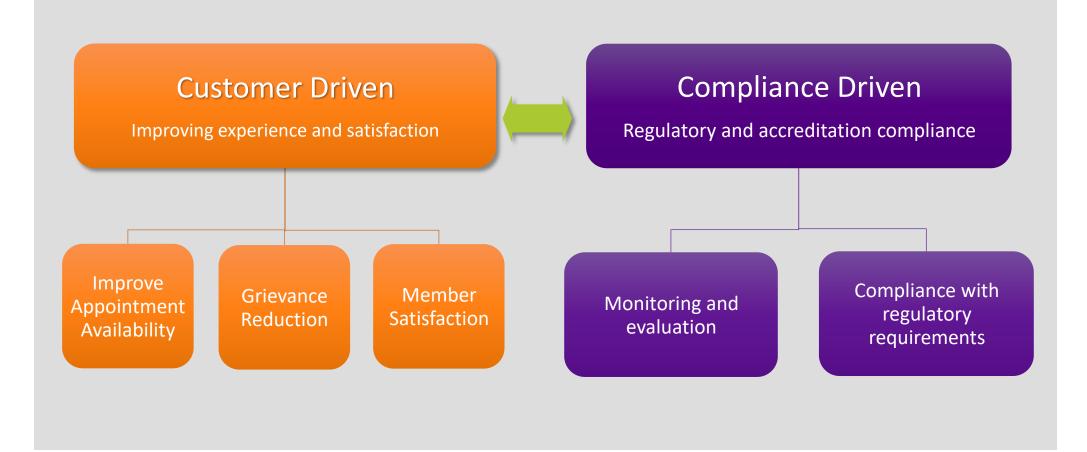
Improve outcomes to overall members health and wellness

Improve member experience and satisfaction

Reduce ER visits, unnecessary disability and premature death outcomes

Achieve health fairness for all

Timely Access to Care Drivers



Survey Guidelines

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Provider Survey Evaluation

SURVEYS CONDUCTED

Access & Availability Surveys:

Provider Appointment Availability Survey (PAAS)
 Provider After-Hours Availability Survey (PAHAS)
 Provider Office Telephone Access Monitoring

Other Surveys:

Telephone Access Monitoring
 DHCS Timely Access Study
 Mock/Off-Cycle CAHPS[®] Survey

Access to Care and Member Satisfaction Surveys

Survey	Monitoring
Provider Appointment Availability Survey (PAAS)	Appointment availability for routine and urgent care
Provider After-Hours Availability Survey (PAHAS)	Appropriate emergency instructions for after-hours care and the Providers' availability to be reached within 30 minutes of a patient's call for urgent after-hours issues.
Telephone Access Monitoring	Time to answer the call, and call-back wait time during normal business hours for patients with non-urgent issues.
Consumer Assessment of Health Plan Survey (CAHPS [®]) / CG CAHPS [®] Medicare	Regulatory member satisfaction survey asks members to evaluate their experience with their health plan and healthcare received. Access to care in a timely manner are covered.
DHCS Timely Access Study	This survey is similar to the Provider Appointment Availability Survey and is conducted quarterly by DHCS vendor.
Mock/Off-Cycle CAHPS® Survey	Member experience feedback. Results help track improvement initiatives' progress; able to tie results back to providers/groups for tailored improvement discussions.

Regulatory Timely Access to Care Standards

Appointment Type	Appointment Access Standards
URGENT APPOINTMENTS	
Urgent care appointment with PCP	Within 48 hours of request
Urgent care appointment with Specialists	Within 96 hours of request
NON-URGENT APPOINTMENTS	
Non-urgent care appointment with PCP	Within 10 business days of request
Non-urgent care appointment with Specialists	Within 15 business days of request
Appointment for Ancillary Services	Within 15 business days of request

Regulatory Timely Access to Care Standards – Behavioral Health

Appointment Access Standards Appointment Type BEHAVIORAL HEALTH APPOINTMENTS Urgent care appointment with non-physician behavioral health care provider or behavioral Within 48 hours of request. health care physician (Psychiatrist) that does not require prior authorization Urgent care appointment with non-physician behavioral health care provider or behavioral Within 96 hours of request. health care physician (Psychiatrist) that requires prior authorization Non-Urgent appointment with behavioral health care physician (Psychiatrist) Within **15 business days** of request Non-Urgent appointment with non-physician behavioral health care provider Within **10 business days** of request Non-urgent follow-up appointment with non-physician mental health care provider (NPMH) Within **10 business days** of request

Other Timely Access Standards

AFTER-HOURS ACCESS	
After-hours physician availability	Call back within 30 minutes
After-hours ER instructions	Appropriate emergency instructions
TELEPHONE ACCESS	
Telephone answer time during normal business hours	Answers calls within 60 seconds
Telephone call-back for non-urgent issues	Calls patients back within 1 business day
IN-OFFICE WAIT TIME	
In-office wait time for scheduled appointments with PCP	Not to exceed 30 minutes
TELEHEALTH/SAME DAY APPOINTMENTS/WALK-INs	
Telehealth Appts. and Same-Day Appts. or Walk-Ins	Are considered as next available appointment

Health Net Timely Access to Care Standards

Appointment Type	Appointment Access Standards
NON-URGENT APPOINTMENTS	
First prenatal visit with PCP or Specialists	Within 2 weeks of request
Well-child visit	Within 2 weeks of request
Wellness visit	Within 30 calendar days of request

Appointment Rescheduling

Promptly re-schedule in a manner that is appropriate for the member's health care needs.

Apply applicable timely access standards to the re-scheduled appointment.

Ensure continuity of care consistent with applicable professional practice.



After-Hours Access to Care Standards



Patients are able to call Provider's office 24-hours, 7 days a week to reach a qualified health care professional.



For Urgent calls, return calls from the provider need to occur within 30 minutes of the member call.



PCPs to ensure that only licensed, certified or registered health care professional staff answering phone provide medical advice.

After-Hours Access to Care Script

Sample Answering Machine/Service Scripts

Hello, you have reached the <answering service/ centralized triage> for Dr. <Last Name>. If this is a medical emergency, please hang up and dial 911 immediately or go to the nearest emergency room. If you wish to speak with the on-call physician, please stay on the line and I will connect you.



Hello, you have reached the <answering service/ centralized triage> for Dr. <Last Name>. If this is a medical emergency, please hang up and dial 911 immediately or go to the nearest emergency room. If you wish to speak with the on-call physician, Dr. <Last Name> can assist you. Please <page/call> him/her at <telephone number>. You may expect a call back within 30 minutes.

SURVEY PROCESS Preparation & Resources

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Survey Timelines & Methodology & Guidelines

Measurement Year 2023

- Provider Appointment Availability Survey (PAAS):
 Initial outreach via fax, email or telephone. Telehealth appointments considered as next-available appointments.
- Provider After-Hours Availability Survey (PAHAS): Conducted by telephone.
- Provider Telephone Access Surveys: Incorporated in the PAAS.

PAAS & PAHAS conducted annually, typically from July - August through November - December

The Provider Telephone Access Survey will be incorporated in the PAAS to randomly selected providers.

For MY 2023 Health Het and CH&W has joined a shared-services survey model with other health plans.

Responding to the survey is a contractual requirement: Under California law, health plans are required to obtain information from their contracted providers regarding appointment availability.

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Health plan survey timeline – MY (Measurement Year) 2023



DMHC Survey Guidelines

- The survey is conducted for providers selected randomly based on the DMHC survey methodology.
- Providers who retired or were terminated with the group <u>after</u> the provider list was compiled are still eligible to be included in the survey results.
- Providers are eligible for the survey even if they practice on a part-time basis.
- Providers who are unavailable at the time of survey due to maternity leave or any kind of leave of absence are non-compliant.
- An appointment offered at a different office in the same county with the same provider can be recorded as an available appointment with the initially surveyed provider.

Survey Prep Activities

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- Review Timely Access standards with all office staff
- Surveys are conducted for a specific providers selected randomly and may not be substituted for another provider in the group.
- The surveyor will introduce themselves as an individual calling from "Vendor Name" on behalf of the health plan
 - "May I ask to speak with someone in the office who is able to respond to survey questions regarding the scheduling of appointments in your office?"
- Questions will be asked about next available appointments for urgent and non urgent services
- State during survey if same day appointments/walk-ins are available as this is considered as a next available appointment including urgent appointments
- The same type of questions will be asked for preventative check up and well child exam. As well as physical exam which includes well woman exam

Survey Prep Activities – Cont.

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- Ensuring answering service/machine responses are compliant with regulatory standards is an easy fix!
 - Test your phone system if answering services are in place
- Telehealth appointments are considered next-available appointments
- Ensure office staff is aware of Provider Panel status:
 Open or closed to new patients
- Ensure early notification of changes to provider demographic information to the Health Plan
- In order to be compliant, it is important that you have appointment availability that complies with the timely access standards
- This Timely Access to Care Training is available in the health plan's Provider Portal's landing page under Resources For You

CORRECTIVE ACTION PLAN (CAP) & Educational (Ed) Packet

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CAP & Educational (Ed) Packet



What you will be receiving

- Report Card
- Timely Access & After-Hours Improvement Plan (not applicable for Educational Packet)
- List of Non-compliant Providers (distributed to PPGs only)
- Provider NC (Non-compliant) Notification Attestation
- Webinar Completion Certificate
- HEDIS Toolkit Folder
- Training Flyer

PPG Sample Report Card

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ABC MEDICAL GROUP
Corrective Action Plan: MY 2022 Timely Access & After-Hours Report Card

SURVEY TYPE METRIC & STANDARD	METRIC & STANDARD	COMMERCIAL Performance Goal: PAAS = 70% PAHAS = 90%		MEDICARE Performance Goal: PAAS = 70% PAHAS = 90%		MEDI-CAL Performance Goal: PAAS = 70% PAHAS = 90%	
		PPG Score	Health Net HMO – Comparison Population score	PPG Score	Health Net Medicare – Comparison Population score	PPG Score	Health Net Medi- Cal Comparison Population score
Provider Appointment	^A Urgent Appointment: PCP within 48 hours SCP within 96 hours	65%	52%	68%	47%	68%	54%
Availability Survey (PAAS	*Non-urgent Appointment: PCP within 10 business days SCP within 15 business days	79%	73%	82%	75%	68%	77%
	¹ First Prenatal Appointment: PCP & SCP within 2 weeks	N/A	N/A	N/A	N/A	96%	81%
Provider Appointment Availability Survey	² Well Check/Well-Child Appointment: PCP within 10 business days	N/A	N/A	N/A	N/A	86%	79%
(PAAS) Medi-Cal-specific measures (DHCS)	² Physical Exam/Well Woman Appointment: PCP within 30 calendar days	N/A	N/A	N/A	N/A	97%	91%
	In-Office Wait Time PCP & SCP - Not to exceed 30 minutes	N/A	N/A	N/A	N/A	66%	68%
Provider After-Hours Availability	*After-Hours ER instructions: PCP - after-hours messaging includes calling 911 or going to nearest ER for emergencies	95%	94%	100%	94%	100%	96%
Survey (PAHAS)	*After-Hours physician availability: PCP - call back within 30 minutes	84%	77%	78%	75%	82%	80%

Red - PPG Rate of Compliance (ROC) below the performance goal.

Alf ROC is not met for this standard, a CAP is required to be submitted by the PPG to the health plan.

N/A - metric does not apply or was not measured

*First-Prenatal Visits - standards are specific to DHC5 regulations. Plan performance goal is 70%.

³Health plan standard – appointment scheduled through the provider for a preventive checkup will be dependent on the type of service, and a provider may recommend a different schedule depending on the need. *Score is based on low responses

PPG Sample Improvement Plan

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Measurement Year 2022 Provider Appointment Availability Survey & After-Hours Improvement Plan

PPG:	ABC MEDICAL GROUP	DUE DATE:	Within 30 days
COMPLETED BY:		DATE SUBMITTED:	
PHONE:		EMAIL:	

METRIC & STANDARD	COMMERCIAL	MEDICARE	MEDI-CAL	REASON FOR NON-COMPLIANCE	ACTION PLAN	TARGET COMPLETION DATE
Provider Appointment Availability Survey (PAAS)						
Urgent Appointment: PCP within 48 hours SCP within 96 hours	NON-COMPLIANT	NON-COMPLIANT	NON-COMPLIANT			
Non-urgent Appointment: PCP within 10 business days SCP within 15 business days	COMPLIANT	COMPLIANT	COMPLIANT			
Provider Appointment Availability Survey (PAAS) Medi-	Cal-specific measures	(DHCS)				
¹ First Prenatal Appointment: PCP & SCP within 2 weeks	N/A	N/A	COMPLIANT			
² Well Check Appointment: PCP within 10 business days	N/A	N/A	COMPLIANT			
Physical Exam Appointment: PCP within 30 calendar days	N/A	N/A	COMPLIANT			
In-Office Wait Time PCP & SCP - Not to exceed 30 minutes	N/A	N/A	NON-COMPLIANT			
Provider After-Hours Availability Survey (PA	HAS)					
After-Hours ER instructions: PCP- after-hours messaging includes calling 911 or going to nearest ER for emergencies	COMPLIANT	COMPLIANT	COMPLIANT			
After-Hours physician availability: PCP - call back within 30 minutes	NON-COMPLIANT	NON-COMPLIANT	NON-COMPLIANT			
Attend Health Net's Timely Access Provider webinar /A - metric does not apply or was not measured				2, 19 & 26, Aug. 9. Please let us k net.com (See enclosed flyer for m		would like to

N/A - metric does not apply or was not measured

¹First-Prenatal Visits – standards are specific to DHCS regulations. Plan performance goal is 80%. Does not require a response for Improvement Plan.

²Health plan standard – appointment scheduled through the provider for a preventive checkup will be dependent on the type of service, and a provider may recommend a different schedule depending on the need. Does not require a response for Improvement Plan.

*Score is based on low responses

List of Noncompliant Providers for PPGs



Excel spreadsheet contains:

- PPG Name
- Specialty
- Provider Name & NPI
- Provider Address & Phone Number
- Metric & Standard, e.g., Urgent appointments for PCP within 48 & Specialist within 96 hours

PPG Notification Attestation

PROVIDER	NOTIFICATION OF T	IMELY ACCESS RESULTS ATTESTATION
		ed with the Measurement Year MY 2022 Timely Access : hed list did not meet one or more of the non-emergenc
		nd/or after-hours, based on the MY 2022 Provider Appoi
		e notified these providers of their individual results and
responsibilities of compliance re	lated to timely access u	nder Health Net's policies and procedures ¹ .
Notification to providers was co	mpleted on (date):	
Notification was completed via:		
	o Email	
	o Mail o Phone	
		<u></u>
	o other (explain)	
PPG/IPA/GROUP NAME (PRINT)		COMPLETED BY:
		······
SIGNATURE:		DATE:
SIGNATORE.		DATE.
TELEPHONE NUMBER:		EMAIL ADDRESS:
		-

Webinar Completion Certificate



Completion Certificate for

TIMELY ACCESS TO CARE PROVIDER TRAINING

I have received and completed the Timely Access to Care Provider Training from Health Net*I understand the following:

- The essential parts of Health Net's Timely Access to Care standards, including basic information about the regulatory needs for timely appointment availability.
- · The applicable provider survey process.
- Non-compliance and corrective action plan process.
- Best practices for providing the right care at the right time.
- My responsibilities related to timely access under Health Net's policies and procedures.
- How to access Health Net's operations manuals.

Self-Guided (online/hard copy) Instructor Led (online/in-persection)	on)
Provider/Attendee name (additional attendees can be added to this sheet)	National Provider Identifier (if applicable)
Provider Office/Clinic Name	PPG/MSO Name
Address	Phone number
Email	Date training completed
Attendee signature	

CAP Packet Resource Tool – Provider Toolkit

Topics covered include:

- Health Care Performance Measurement Systems
- Performance Measures:
 - ✓ HEDIS Measures
 - ✓ CAHPS Survey
 - ✓ Pharmacy Measures
- QI Activities
- Timely Appointment Access
- Advanced Access
- Online resources



Improve Health Outcomes

A GUIDE FOR PROVIDERS



CAP Packet - Training Flyer

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Questions?

healthnet.com.

Email the Access and Availability Team at

Access.Availability.PNM@

(continued)

Improve Your Access and Availability

NO-COST WEBINARS! STAY UP TO DATE ON REQUIREMENTS AND BEST PRACTICES

Learn about access and availability requirements. Get tips on how to meet performance goals.

Register to attend one of the webinars for insight on ways to improve member satisfaction and survey outcomes. Refer to the Access Standards included to ensure you meet requirements.

Webinar topics

Who should attend

- Overview of regulations on access and availability.
 - Annual monitoring and reporting for the: Provider Appointment Availability Survey. Provider After-Hours Survey. Timely Access Monitoring Survey. Resources to help meet your needs.



Presented by

Health Net's Access and Availability Unit and Provider Network Operations.

Physicians and other providers, office managers and provider office staff members. Participating physician group (PPG) provider network administrators and PPG provider relations staff.



Access Standards

Appointments		
Appointment type	Access standard	
Urgent care		
Urgent care appointment with primary care physician (PCP).	Within 48 hours of request.	
Urgent care appointment with specialist (prior approval needed).	Within 96 hours of request.	
Non-urgent appointments		
Non-urgent care appointment with PCP.	Within 10 business days of request.	
Non-urgent care appointment with specialist.	Within 15 business days of request.	
Appointment for ancillary services.	Within 15 business days of request.	
First prenatal visit'.	Within two weeks of request.	
Well-child visit ² .	Within 10 business days of request.	
Preventative health check-up?	Within 30 business days of request.	
Behavioral health appointments		
Urgent care appointment with non-physician behavioral health care provider or behavioral health care physician (psychiatrist) that does not require prior authorization.	Within 48 business hours of request.	
Urgent care appointment with non-physiclan behavioral health care provider or behavioral health care physician (psychiatrist) that requires prior authorization.	Within 96 business hours of request.	
Non-urgent care appointment with non- physician behavioral health care provider.	Within 10 business days of request.	
Non-urgent appointment with behavioral health care physician (psychiatrist).	Within 15 business days of request.	
Non-urgent care follow-up appointment with non-physician mental health care provider ² .	Within 10 business days of request.	
After-hours		
After-hours access	Access standard	
After-hours physician availability.	Call back within 30 minutes of call.	
After-haurs emergency room instruction.	Appropriate emergency instructions.	
Provider office phone		
The survey evaluates provider compliance with th	e phone access standards as set forth by DHCS	
Phone access	Access standard	
Answer member calls (can be live or recorded).	Within 60 seconds.	
Return member calls for non-urgent issues.	Within one business day.	
In-office wait time		
Access	Access standard	
in-office wait time for scheduled appointments (PCP and specialists).	Not to exceed 30 minutes.	

First-Prenatal Visits standards are specific to DHCS regulations.

"Health plan standard. Accountment scheduled through the provider for a preventive checkup will be dependent on the type of service, and a provider may recommend a different schedule depending on the need. VAPL 22-007 Monitoring and Annual Reporting Changes due to SB 221, AB 467 and Amendmenta to Rule 1300 87 2.2



Topics covered include:

- **Timely Access Survey Metrics**
- Interpreter Services
- You can also access the Provider Library at

https://www.healthnet.com/content/ healthnet/en us/providers.html on the bottom right corner titled: "Resources for You" for other resource material



CAP Packet Cont.

What you need to submit

- Acknowledge within 10 days of the receipt of the email
- The following must be provided with in 30 days of the CAP received date:
 - Completed Improvement Plan
 - Provider NC (Non-Compliant) Notification Attestation
 - Supporting Documents for PPGs Action Plans in the IP form
 - Webinar Completion Certificate

Non-Compliance Implications

Corrective Action Plans:



Failure to meet regulatory standard metrics will result in CAPs being issued by the Plan.

Member Grievances:



Inadequate provision of time access may increase member grievances.

Performance Based Incentives:



Incentives are impacted as a result of Providers and PPGs not meeting the Plans' threshold for regulatory and performance standards.

Contracting:



Health Plans may terminate provider contracts due to repetitive non-compliance.

Potential Sanctions:



Regulators may impose CAPs, financial penalties or sanctions to PPGs, Providers, or the Plan for continued failure to meet regulatory standards.

Key Takeaways



- Providers <u>must</u> respond to the surveys. Non-responsiveness can lead to further corrective action.
- PPGs and providers are considered non-compliant if they fail one or more timely access metrics annually. CAPs will be sent to these providers and PPGs.
- PPGs and providers are required to complete and return an Improvement Plan (IP) within 30 days of the CAP receipt and provide supporting documentation.
- PPGs and providers need to attend the Timely Access Training as part of the Improvement Plan.

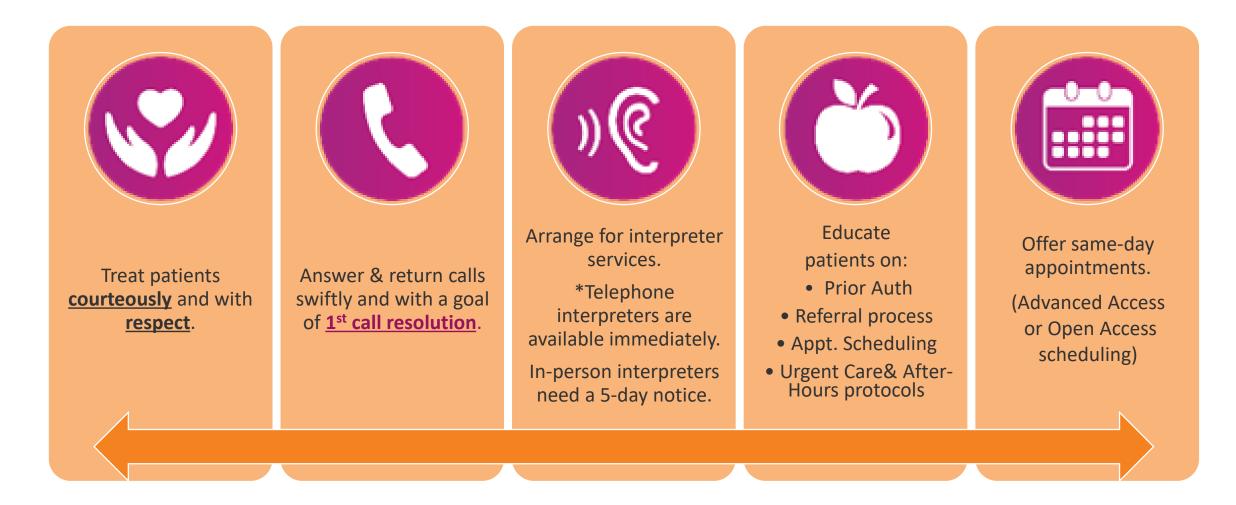
Improving Access: Best Practices

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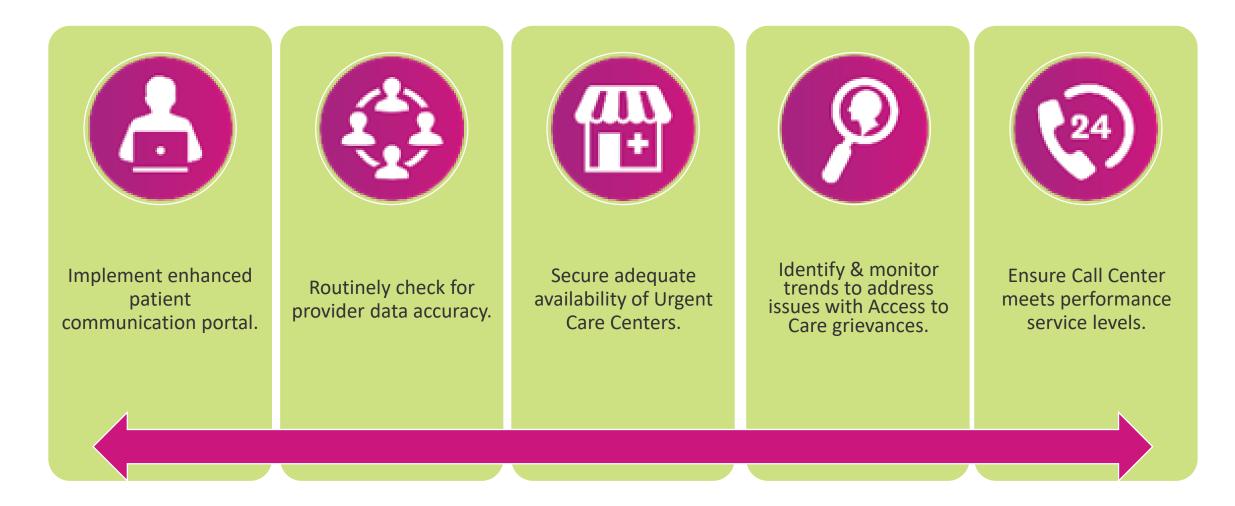
Improving Your Patient's Experience



Improving Timely Access At Your Office



Improving Processes Within Your Group



Resources

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Provider Updates & Resources

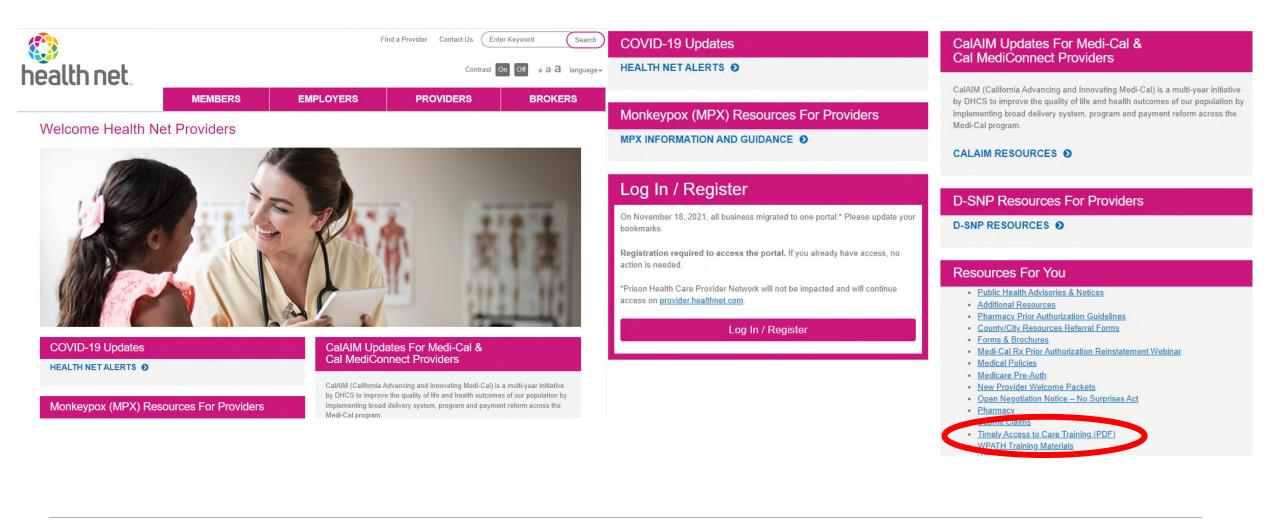
Provider Updates: Distributed via fax or email, posted in the Provider Portal

Provider Notifications: Information includes specific Timely Access topics, updates & tools for reaching compliance

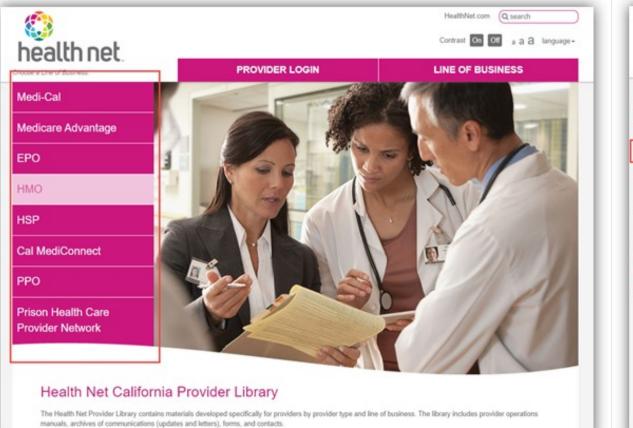
Timely Access Provider Webinars: Provided bi-annually or as required

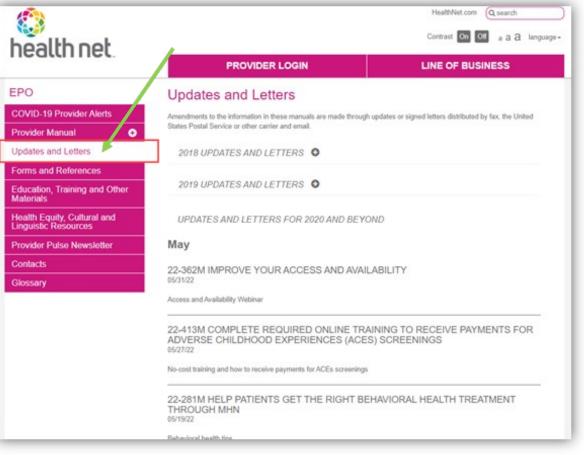
Self-paced Access to Care training online

https://www.healthnet.com/content/healthnet/en_us/providers.html

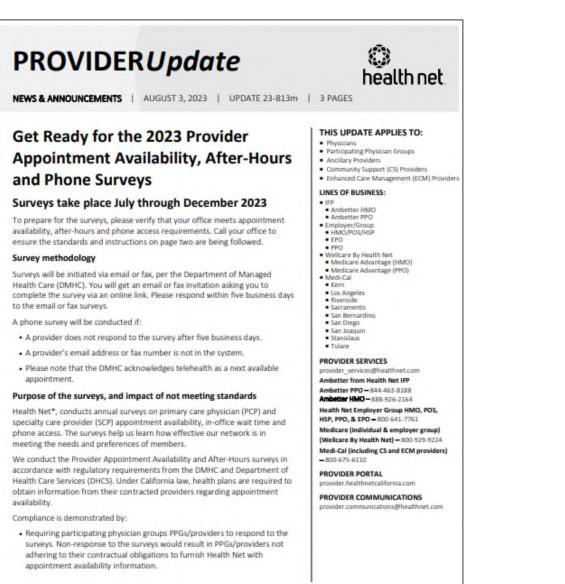


Provider Communication





Provider Notification - Example



Topics covered include:

- Ongoing Access surveys
- Survey results
- Access standards

E-Consults

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eConsults: Increasing Access to Specialty Care

Medi-Cal Members

- California Health & Wellness Plan
- ✓ CalViva Health
- ✓ Health Net (+ Commercial and Medicare)

• <u>No-cost</u> specialty care resource for PCPs

- No cost to implement or utilize
- Customized to native physician workflows

• ConferMED is our eConsult provider

- Nationally recognized
- Primary care research and innovation center







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What is an Electronic Consultation (eConsult)?





1. PCP submits eConsult.

2. Specialist reviews eConsult, responds with treatment & management suggestions.

PCP

Also offered to

health net



FROM | health net

ambetter.

Asynchronous consultation that offer PCPs rapid access to California-licensed specialty care experts through secure, digital dialogues. PCPs use eConsults at their discretion for nonurgent, non-procedural specialty care referrals.

eConsults:

- Mitigates barriers to specialty care
- **Optimizes care coordination**

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Specialist

wellcar

Reduces health care spending related to

duplicative testing & unnecessary visits

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california

health&wellness

Enhanced Specialty Network

With eConsult, you get 250+ specialists covering 30+ adult and pediatric specialties.

- **Board certified** in specialty or subspecialty
- NCQA- level credentialing

Adult

- Allergy
- Cardiology
- Dermatology
- Endocrinology
- Ear, nose and throat (ENT)
- Gastroenterology
- Geriatric Medicine

- Hematology
- Medical Oncology
- Infectious Disease
- Nephrology
- Neurology
- Obstetrics/gynecology (OB/GYN)
- Obesity Medicine

- Orthopedics
- Pain Management
- Psychiatry
- Pulmonology
- Retinal Readings
- Rheumatology
- Urology

Pediatrics

- Allergy
- Cardiology
- Dermatology
- Endocrinology
- ENT
- Gastroenterology
- Hematology
- Infectious Disease
- Nephrology

- Neurology
- OB/GYN (ages 16+)
- Orthopedics
- Psychiatry
- Pulmonology
- Rheumatology
- Urology

Contact Kristen Hanson, eConsult Program Manager at

Kristen.Hanson@Centene.com to learn more.











California





For any Access to Care related questions please use the following email address: <u>Access.Availability.PNM@healthnet.com</u>

Acronym

CAHPS – Consumer Assessment of Healthcare Providers and Systems

CAP – Corrective Action Plan

CH&W – CA Health & Wellness

CMS – Centers for Medicare & Medicaid Services

DHCS – Department of Health Care Services

DMHC – Department of Managed Health Care

- HCSO Health Care Services Organization
- HEDIS Healthcare Effectiveness Data and Information Set
- HNCA Health Net of California
- IP Improvement Plan
- LTE Life Threatening Emergency
- MA Medicare Advantage
- MHNS Managed Health Network Services
- MY Measurement Year
- NCQA National Committee for Quality Assurance
- NTE Non-Life-Threatening Emergency
- OPA State of California Office of the Patient Advocate
- PAAS Provider Appointment Availability Survey

- PAHAS Provider After-Hours Access Survey
- **PAS** Patient Assessment Survey
- PCP Primary Care Physician
- PPG Participating Physician Group (California only)
- **PSS** Provider Satisfaction Survey
- SCP Specialty Care Practitioner
- **SNF** Skilled Nursing Facility
- **SPD** Seniors and Persons with Disabilities