Welcome to Missouri Kidney Program’s Extreme Makeover
Introducing the MOKP Construction Crew!
FSD Eligibility Specialist: Tricia Lutz and Kelly Potter:
Kilgore’s
Pharmacist: Kirsten Maloney
Charles McKee
MoKP Overview

- **March 1968**—Created by the MO Legislature by appropriating $100,000 to the Univ. of Missouri for a state kidney program.

- **1968–1976**—Missouri Regional Medical Program ran a kidney program with state and federal funds.

- **1976–present**—Missouri Kidney Program established. Continues to be run through the Univ. of MO, School of Medicine.
Appropriations Per Fiscal Year
1979 – 2009
Overview of Missouri Kidney Program Appropriation FY08/09

- Facility Budget: 32.2%
- Medicaid Spenddown: 27.6%
- Ticket To Work: 0.6%
- Education: 5.0%
- Administration: 11.2%
- Cost Containment: 0.7%
- NKF Screening Project: 2.2%
- Special Projects: 2.9%
- FSD Caseworkers: 1.3%
- Pre-Dialysis Prevention: 1.2%
- Central Drug Program: 15.1%
Overview of Missouri Kidney Program Appropriation FY 08/09

- Direct Patient Care: 75.5%
- Education: 5.0%
- Administration: 11.2%
- Cost Containment: 8.3%
Center for CKD Education—

Celebrating 25 years!
Cost Containment

Direct Patient Care 75.5%

Cost Containment 8.3%

Education 5.0%

Administration 11.2%

Special Projects 2.9%

NKF Screening Project 2.2%

FSD Caseworkers 1.3%

Pre-Dialysis Prevention 1.2%

Cost Containment Research 0.7%
Direct Patient Care

- Education, 5.0%
- Containment, 8.3%
- Administration, 11.2%
- Direct Patient Care, 75.5%
- Medicaid Spenddown, 27.6%
- Ticket To Work, 0.6%
- Central Drug Program, 15.1%
- Facility Budget, 32.2%
# Average FY08/09 MoKP Expenditures:

<table>
<thead>
<tr>
<th>Patient #</th>
<th>Assistance Category</th>
<th>Ave. cost per pt</th>
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<tr>
<td>1,773</td>
<td>CDP (Kilgore’s)</td>
<td>$289</td>
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<tr>
<td>925</td>
<td>Transportation *</td>
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<td>796</td>
<td>MHN Spend down</td>
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<td>649</td>
<td>Insurance prems</td>
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<td>312</td>
<td>Nutritional supplements</td>
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<td>34</td>
<td>Ticket to Work</td>
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<td>19</td>
<td>Emerg. Med co–pays</td>
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</tr>
<tr>
<td>15</td>
<td>Transplant/Donor grants</td>
<td>$1,563</td>
</tr>
</tbody>
</table>

Total = 2,491 patients  
Total Ave cost per pt = $1,079
MoKP’s FY 09/10
Total State Appropriation

=$3,637,144
25% Budget Cut
Gov. Nixon announced 25% cuts to MOKP

= $941,000 immediately
MoKP Cuts:

- No nutritional supplements – 10–31–09
- No emergency meds (routine) – 10–31–09
- No new Exceptions to income guidelines – 10–31–09
  ◦ Current patients on for Exceptions will be evaluated in coming months.
- No staff/Pt Education – 11–15–09
- Transportation: Continuous MHN patients must use NEMT – 11–30–09
MoKP Cuts:

- Recommended Medicare premiums cut to $50/mo
  - At the discretion of the facility social worker.

- Private premium reduction
  - At the discretion of the facility social worker.

- Transplant Assistance Grants cut to $500 – 10/31/09

- Income/Asset Guidelines reduced immediately for new applications, current patients soon:
  - 150% FPL – Transportation/routine meds
  - 175% FPL – Premiums
  - 200% FPL – Immunos
    - Spenddown Limit reduced to $1,000
    - NO Changes to Asset limit
MOKP Cuts:

- NO cuts to CDP at this time. (May consider generic immunos in the future.)

- Things we are considering:
  - Mileage reimbursement decrease
  - Spenddown pay-in reduction
Introducing MoKP’s NEW Facility Manual
Chapter 1: General and Administration Information
by Tammy Turner

- Program Statement
- Facility Agreement and Example
- Quarterly Budget Process
Chapter 1: General and Administration Information

- Budget Revisions and Supplement Request
- Monthly Voucher Process
- Audit and Fiscal Reviews
- Payor of Last Resort
PROGRAM STATEMENT

MoKP’s mission is to assist eligible MO residents who have Stage 5 Chronic Kidney disease or a kidney transplant to meet their medical, education and psychosocial needs.
FACILITY AGREEMENT

- Legal document between MoKP, through the Curators of the University of MO, and a participating facility.

- Authorizes MoKP to reimburse facilities for a specific period of time (July 1 – June 30, Fiscal Year)

- Either party can cancel the agreement by giving a 30 day advance written notice

- Allows MoKP the right to reduce the amount if state appropriation is not received.
QUARTERLY BUDGET PROCESS

- Facility budgets awarded on a quarterly basis (July, Oct, Jan and Apr)
- Budget is based on # of approved MoKP patients at the end of the previous quarter
- Current facility allocations
  - Dialysis – Rural $212
  - Dialysis – Urban $159
  - Transplant $141
  - Pt/Staff Education $12
### MOKP Facility Award Worksheet FY 2009/2010

#### SPOC: FNAME LNAME

<table>
<thead>
<tr>
<th>Patient Categories</th>
<th>Quarter 1</th>
<th></th>
<th></th>
<th>Quarter 2</th>
<th></th>
<th></th>
<th>Quarter 3</th>
<th></th>
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<td><strong>$1,219.00</strong></td>
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<td><strong>$1,291.00</strong></td>
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<td><strong>6</strong></td>
<td><strong>$1,291.00</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

Contractor agrees to provide the necessary personnel, facilities, related resources and skills to perform and accomplish the work as follows:

#### Assistance

- **Direct Patient Care**
  - Section 1 funds are allocated to help cover Medicare allowable treatment expenses related to dialysis and transplantation. Patient eligibility requirements are outlined in the MokP Facility Guidelines Manual.

#### SECTION II

- **Transportation Assistance**
  - Transportation funds are allocated to help cover expenses for patient travel to and from a dialysis or transplant facility. Patient eligibility requirements are outlined in the MokP Facility Guidelines Manual.

- **Precautions**
  - Financial assistance for premium payments are allowed for a patient’s Medicare supplementary insurance, Medicare Part B, and major medical policies. Patient eligibility requirements are outlined in the MokP Facility Guidelines Manual.

- **Emergency Drugs**
  - Emergency drug funds are available for patients approved for Centralized Drug Program benefits under specific circumstances. Patient eligibility requirements are outlined in the MokP Facility Guidelines Manual.

- **Patient Staff Education**
  - These funds are used for education of facility staff or MokP patients that use the facility. Patient eligibility requirements are outlined in the MokP Facility Guidelines Manual.

- **Nutritional Supplements**
  - To improve the nutritional status of indigent dialysis patients who are at nutritional risk for patients that use the facility. Patient eligibility requirements are outlined in the MokP Facility Guidelines Manual.
### Patient Listing

#### MOKP Facility Award Worksheet FY 2009/2010

**Facility Name:** Test Facility  
**Dept:** C123456  
**Worksheet Date:** 9/28/2009  
**Facility #:** 500

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<th>Private Prem</th>
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<th>Nutritional Supplement</th>
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<tr>
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</tbody>
</table>

| Urban     |               |        |     |       |               |              |           |                |                       |
| 5960      | LNAME, FNAME  | D      |     | X     |               |              |           |                |                       |
| Total by Category: | 1          |        |     | 1     |               |              |           |                |                       |
| Total by Facility:  | 6          |        |     | 3     |               |              |           |                |                       |
BUDGET REVISIONS AND SUPPLEMENTAL REQUESTS

- Requests for additional budget funds may be made in writing and approved by the Director/Assistant Director
- MoKP reviews facility budgets quarterly
- MoKP has a Facility Reserve fund and Transportation Matching funds to facilitate these types of adjustments
MONTHLY VOUCHER PROCESS

- Facilities reimbursed monthly
- Occurs the third Thursday of each month and checks are cut the following Tuesday.
- SPOC will receive a Budget and Expenditure Report along with a Patient Listing
## Budget and Expenditure Report

**Facility Name:** Test Facility

### Current Month Activity

<table>
<thead>
<tr>
<th>Category</th>
<th>Pt Serv</th>
<th>Edusc</th>
<th>Total</th>
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### Section 2

<table>
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<th>Payment Date</th>
<th>Service Month</th>
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<th>Drug</th>
<th>Education</th>
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<th>Nutritional Supplement</th>
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<td>$412.78</td>
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<td>$1,222.02</td>
</tr>
</tbody>
</table>

**YTD Budget Allocations**

- Pt Serv: $4,876.00
- Edusc: $288.00
- Total: $5,164.00

**YTD Actual Expenditures**

- Pt Serv: $1,222.02
- Edusc: $0.00
- Total: $1,222.02

**YTD Actual Balance**

- Pt Serv: $3,653.98
- Edusc: $288.00
- Total: $3,941.98

**Projected Expenditures**

- Pt Serv: $3,000.00
- Edusc: NA
- Total: $3,000.00

**Projected Balance**

- Pt Serv: -$12.08
- Edusc: $288.00
- Total: $275.92

---

**Report Date:** 09/17/2009  
**Page:** 1  
**SPOC:** FNAME LNAME
# Voucher by Patient Listing

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<th>Section I</th>
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<th>Drug</th>
<th>Private Penn</th>
<th>Medicare Penn</th>
<th>Supp</th>
<th>Tramp Assist</th>
<th>InExam</th>
<th>Educ.</th>
<th>Total</th>
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<td><strong>$0.00</strong></td>
<td><strong>$0.00</strong></td>
<td><strong>$412.78</strong></td>
<td><strong>08/2009</strong></td>
</tr>
</tbody>
</table>

| Education: | $0.00 |
| Voucher Total: | $412.78 |
AUDIT/FISCAL REVIEWS

- MoKP billings/reimbursements are subject to audit by University and government auditors so therefore we need facilities to:
  - Retain all records for 5 years
  - Facilities may be audited randomly to ensure proper documentation is retained
Facilities and MoKP need to exert all efforts to enroll each patient in resources such as:

- Medicare
- MO HealthNet (MHN)
- MO Rx
- Medicare supplement policies
- Private/Employer Group Health Plan (EGHP)

and to collect from all other sources prior to using MoKP funds
Chapter 2: Eligibility Criteria

by Jill Bailey

- Residence and Citizenship
- MO HealthNet Requirements
- Facility Assistance
- MoKP Income/Assets Eligibility Chart
Missouri Resident

United States Citizen

Alien in Lawful Temporary Resident
  ◦ as determined by Division of Family Services

Alien lawfully admitted under Color of Law
MHN Requirements

- Patients are required to apply unless:
  - Income/Assets exceed MHN guidelines
  - Property owned in addition to residence
  - CSV of Life Ins exceeds guidelines
  - Transplant patient no longer considered disabled
MHN Proxy

MHN eligibility accepted as proxy except in these cases where income/asset required:

- Blind Pension Cases
- Family Cases (MC+, AFDC)
- Spenddown over $1375/mo–$1000/mo
MHN Applications and Requirements

- Send MHN applications to MoKP’s FSD eligibility specialists to expedite processing
- Include CMS Form 2728
- MHN must be maintained for MoKP
- Closed cases given 30 days to comply
Facility Assistance

Categories for Direct Patient Assistance:

- Transportation
- Private/Group Medical Ins 50% Only
- Medicare Premiums 50% Only
- Nutritional Supplements 10/31/2009
- Medications
Facility Assistance

- To defray patient’s out-of-pocket expenses (formerly referred to as Section 2)
- Reimbursement may be made to patient or provider
- Proof of payment required prior to requesting reimbursement
Guidelines / Eligibility

- $30,000 asset limit regardless of household size
- $1375-$1000 monthly spenddown limit
- Stage 5 CKD or Transplant recipient
- MHN elig. or meet **income guidelines Reduced**
- Approved by exception committee
Assistance Periods

- Assistance approved for one-year periods
- Assistance begins the 1st day of the month a completed application is received
- Medications begin the date of approval
Transportation

- Assistance begins the 1st day of the month a completed application is received

- Transportation Worksheet Form 115
  (Spenddown patients only)

- Transportation Exception Worksheet if over $450/mo – Form 102 (To be determined)

- Continuous MHN Pts. Must use NEMT 11/30/09
50% REIMBURSEMENT ONLY – 11/30/2009

- Assistance begins the 1st day of the month a completed application is received

- Current year SS Award letter or Premium Notice

- Check Stub or premium notice
Medications

- Assistance effective the day the application is approved and entered into MoKP database
- Requires POF MoKP Form 103
- If Medicare eligible, requires MoKP Form 117 (Medicare Part D Consent Form)
Chapter 3: Application for MoKP Assistance
by Cynthia Murray

- Application Process Overview
- Paper Application
- On-line Application
- Exception to Income Guidelines
Approval for assistance is contingent on availability of funds to MoKP and/or as budgeted to the facility.

You hold the keys for the doors of assistance needed by your patients.
MoKP Application Process:

- Keys to quick approval:
  - Demographic info
  - MHN application in process and/or approved
  - All required attachments.
  - Copies of insurance cards (front and back)
  - Income and asset documents as needed
MoKP Application Process

- MoKP uses MHN as proxy for eligibility
  - Continuous Medical Assistance
  - Spend down Medical Assistance up to $1,375.00/month
  - $1000.00/month
  - Ticket To Work
MoKP Application Process

- New opportunities challenges for YOU, your patients and MoKP
- MoKP = FPL of 175% to 300% (yearly updates) 150% to 250%
  - Income documentation (household)
    - All pages of Federal, state taxes, W2, last 3 paystubs, pensions, SSA, SSI,
  - Asset documentation
    - Bank statements, 401K, CD, IRAs, Money Market accounts, pensions
MoKP Application Process

- Include all documents needed for the types of assistance requested
  - Transportation: MoKP Form 115, 116, or 102
  - Insurance: copies of cards (front and back)
  - Centralized Drug Program: MoKP Form 103, 117, Kilgore's Distribution Consent.
  - Nutritional Supplements: MoKP Form 104, 105
MoKP On-line Application Process:

- On-line application process
  -- data base exits out after 20 minutes
- Have all documentation available

Note: Mail the supporting documentation listed below within 4 business days.
MoKP On-line Application: Common Problem

If the social security number entered belongs to an active MoKP patient . . .

- If you are entering an application for a different patient, please determine the correct Social Security number for the patient, then enter the corrected number or begin the application again later.
- If this is the correct patient and Social Security number, contact your MoKP Coordinator.
If the social security number you have entered belongs to a former/terminated patient . .

- *If you are entering an application for a different patient, please determine the correct Social Security number for the patient, then enter the corrected number or begin the application again later.*

- *If you are entering an application to re-activate a terminated patient, select the Continue function below.*
MoKP Exception Process:

The final key!!

- Exception to Income (MoKP Form 106)
- SW justification is important

Takes 3–4 weeks, as it is sent to an Exception Committee for approval

Note: During this exception process, a patient’s assistance remain in effect, however a new patient will not be added.
Break: 15 minutes

- Visit our exhibits:
  - MoKP’s Pt. Education Program
  - CLAIM
  - Kilgore’s Medical Pharmacy
Chapter 4: Direct Patient Assistance Through Facility Reimbursement

by Joe Fagiolo

- Transportation *(Spenddown and NE Pts. Only)*
- Health Insurance Premiums
- Emergency *Medicines*—Immuno/Co-Pays Only
- Nutritional Supplement Program
- Patient and Staff Education
Transportation

- MoKP recommends that all transportation costing <= $450 be reimbursed by MoKP, rather than NEMT. TO BE DETERMINED - ALL CONTINUOUS Pts. TO NEMT.

- Financial reimbursement for round-trip travel to the closest dialysis clinic or transplant facility.
  - Dialysis patient: MoKP will reimburse the round-trip from home to dialysis clinic.
  - Transplant patient: MoKP will reimburse for round-trip from home to transplant center or lab visits. Trips must be directly related to the kidney transplant.
Transportation

- Always seek the least expensive mode of transportation:
  - Mileage = 24 cents/mile (Under review) patient, family, friend, community
  - Public Transportation – Call A Ride, Share A Fare, or bus pass
  - Private vendor – usually is the most expensive
Transportation Process:

- Is this a continuous MHN patient?
- Is the cost of monthly round-trips $450 or less?
  - Complete a Transportation Worksheet (MoKP 115)
- Is the cost over $450 per month? TBD
  - Complete a Transportation Exception Request (MoKP Form 102)
- Note: For either form always report the round trip expense, plus any unusual circumstance on the Form’s comment section
  - (ex = >13 trips/mo, or PD pt w/ only 2 trips per month.)
Transportation Process

- Keep in mind whenever the cost or mode of transportation changes, please fax a new worksheet or exception.

  ◦ Example: change of residence, change of facility, change of need: w/c, stretcher patients, etc.
Transportation Process

Documentation:
- For mileage reimbursements, use the Pt. Mileage Request form (MoKP 116) internally to calculate and document mileage.
- For vendor transportation retain invoices and proof of payment.
- For bus passes, make a copy of the serial numbered bus pass.
Transportation Exceptions:

- For monthly expenses over $450:
  - TO BE DETERMINED
- Submit the Transportation Exception request (MoKP Form 102).

These requests are handled on a case-by-case basis. Your MoKP coordinator will determine how to proceed, and will notify you with the decision.
Premium Reimbursement

REIMBURSEMENT reductions for private premiums: This is at the discretion of each social worker.

Recommend Medicare premium reimbursement to $50/mo, at discretion of each social worker.

- Because maintaining insurance helps CKD patients achieve a better quality of life and because it is cost effective; MoKP offers health premium reimbursement.
- For those who are financially eligible, MoKP may reimburse:
  - Medicare Premiums
  - Private health premiums
  - EGHP premiums

  Note: this is for the patient’s portion of the premium only. MoKP only reimburses for health insurance, not dental, vision, or life.
Premium Reimbursement Process:

- Send/fax SSA award letter
- Send/fax Medicare Quarterly Premium invoice
- Send/fax copy of insurance card front and back.

Note: the facility social worker needs to retain documentation of premium payment
Generally all requests for Medicare premiums are approved.

Approved on a case-by-case basis are:

- Private health policy premiums
- Medicare supplement or Medigap policies
- EGHP
- COBRA
- Missouri Health Insurance Pool (MHIP)
Emergency Meds & Co pays

- EMERGENCY IMMUNO AND CO PAYS ONLY
- Special circumstances require some patients to access meds locally and cannot wait for mail-order meds from our MoKP centralized drug program pharmacy (Kilgore’s) to access immuno meds through specialty pharmacies.
Emergency Meds & Co–pays

- Some patients have RX insurance that requires them to use a certain or specialty pharmacy
  - Example: Wal–Mart and Walgreen employees (IMMUNOS ONLY)
  - For these eligible MoKP patients we will reimburse co–pays for MoKP immuno formulary meds only.
Emergency Meds & Co-pay Process

- Collect receipts to document *immuno co-pays*
- Verify RX is listed on the MoKP formulary
- Reimburse patient
- Retain records of transactions for audit purposes
- Bill MoKP for the reimbursement
Nutritional Supplement Program

TERMINATED EFFECTIVE 10/31/2009

- MoKP reimburses the cost of nutritional supplements for eligible patients.

- There is no supplement formulary, each Dietitian can select the appropriate product.

- Nutritional supplements funded by MoKP are intended for temporary use.
  - Approvals are for 90 day periods.
Nutritional Supplement Process:

- Application is completed by your Dietitian and signed by the Social Worker/or SPOC.

- Note: MoKP is unable to approve nutritional supplements for those patients residing in a nursing home.
Patient/Staff Education

TERMINATED EFFECTIVE 11/15/2009

- MoKP funds patient and staff education
  - Examples of patient educ. = printed or video materials, prizes or rewards for compliance.
  - Examples of staff educ. = kidney related membership dues, conferences, and travel/lodging/meals.

- Funding is allocated each quarter to each facility based upon the facilities # of patients enrolled with MoKP.
Patient/Staff Education Process

- Before committing funding you should contact your coordinator who can give the approval for any patient or staff education expense.
- Send/fax all receipts for the pt. education project
- For staff educ. reimbursement, send/fax all receipts and Facility Staff Travel Reimbursement Request (MoKP Form 111).
Chapter 5: Centralized Drug Program
by Paula DeBates

- CDP Overview
- CDP Eligibility Process
- CDP Formulary
Centralized Drug Program (CDP)

- Medication assistance through contract pharmacy
- Contract pharmacy – Kilgore’s Medical Pharmacy (KMP)
- 1548 MoKP patients receiving CDP
CDP Benefits

- MoKP formulary medication dispensed at no cost
  - Note: Kilgore's will dispense non-formulary meds for the patient at their cost, and a bill will be sent to patient.

- Medications mailed to facility or patient’s home

- Partnership – MoKP & Kilgore’s Medical Pharmacy (KMP)
Requesting CDP Assistance

- Complete Application for MoKP Assistance
  - Include MoKP 103 Prescription Order Form
    - All insurance information
    - Allergies
    - Most current & up-to-date address
  - Complete MoKP Form 117 – Consent for Medicare Part D
  - Complete Kilgore’s Prescription Distribution Consent Form, if meds are to be mailed somewhere other than patient’s home.
What happens next?

- MoKP Coordinator determines eligibility
- Award letter sent to patient
- Patient must call KMP to fill medications!
- Meds mailed
MO HealthNet

- KMP required to be primary provider
- Required to maintain MO HealthNet coverage for eligibility
Private Insurance

- KMP has contracts with most insurance companies

- Patient required to maintain private insurance while receiving MoKP assistance.

- Not eligible for CDP if employer group plan mandates purchase from specific pharmacy
Creditable Rx Coverage

- Creditable Rx Coverage = coverage as good or better than basic Medicare
- Employers required each year to send letter
- Each year send copy of Credible Rx Coverage letter to MoKP by November 30
Medicare Part D (PDP)

- Patient has Medicare Part A and/or Part B
- Must enroll to have coverage for Part D
- Dual eligible = qualify for Medicare & Mo HealthNet
Part D Coverage Varies

- Plans have formularies, quantity limits, prior authorizations, step therapies

- MoKP – KMP Partnership gives patient advantage
  - KMP has working relationship with state preferred PDP’s and MoRX
Part D – Open Enrollment

- Nov 15 – Dec 31 each year
- New plan take effect Jan 1 of following year
- Enrolled for entire next year
- Dual eligible – continuous open enrollment
Open Enrollment Prep for Part D

- MoKP sends out Form 117 – Consent for Medicare Part D
  - Social workers for dialysis patients
  - Transplant patients: letters to mailed to their homes

- Consent to enroll & manage patients PDP coverage
CDP Eligibility/Process

- Application
- Meet one of the following:
  - MO HealthNet – SD less than $1,375/month $1000 month
  - Ticket to Work
  - Continuous MHN

If patient does not meet one of the above requirements then eligibility must be determined by meeting the MoKP Income/Asset Guidelines
CDP Formulary

- Developed by physicians & MoKP Advisory Board
- 390 medications listed on MoKP formulary
- Request for change – submit in writing to MoKP Director
Chapter 6: MO HealthNet Programs

by Tammy Turner

- MHN Spenddown Pay – In Process
- Ticket to Work Health Assurance (TWHA)
  - To determine eligibility MoKP conducts a cost benefit analysis

Note: This is not a direct assistance category, and coverage is at the discretion of MoKP’s staff and budget
Chapter 7: Transplant Assistance Program

by Leanne Peace

- Transplant Assistance Process
  - Grant of up to $2,000 $500 for either recipient or donor who has financial need related to the transplant surgery
  - Recipient must be a Missouri resident
  - Transplant Social Worker makes application
  - Application can be submitted prior to transplant, but funds are not awarded until afterwards.
Questions?????
MoKP Contact Info

201 Bus. Loop 70W,
AP Green Building Suite 111
Columbia MO 65211
1–800–733–7345

- Database:
  https://mokp.missouri.edu/mokp_web/
- www.som.missouri.edu/mokp
Missouri Kidney Awareness Day In Jeff City

- March 30, 2010
  - Kidney Screening
  - Proclamation
  - Bill for CKD prevention/screening funds.