

Scripps Accountable Care Organization, LLC Standard Operating Procedure

Title: Point of Care Notifications for Medicare Shared Savings Program

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Approved by: Scripps Accountable Care, LLC

Management Board Approval Date: 1/20/2017

PURPOSE

The following policy applies to the Scripps' Accountable Care Organization Medicare Shared Savings Program

DEFINITIONS

- 1. <u>ACO participant</u>. Means an individual or group of ACO provider(s)/supplier(s), that is identified by a Medicare-enrolled TIN, that alone or together with one or more other ACO participants comprise(s) an ACO, and that is included on the list of ACO participants
- 2. ACO provider/supplier. Means an individual or entity that
 - a. Is a provider or a supplier
 - b. Is enrolled in Medicare;
 - Bills for items and services it furnishes to Medicare fee-for-service beneficiaries under a
 Medicare billing number assigned to the TIN of an ACO participant in accordance with
 applicable Medicare regulations; and
 - d. Is included on the list of ACO providers/suppliers that is required
- 3. <u>SNF Affiliate</u>. Means an Skilled Nursing Facility (SNF) that has entered into a written agreement to partner with the ACO for purposes of enacting the SNF 3-day waiver and that is included on the list of the ACO's SNF affiliates

PROCEDURE

- 1. ACO participants and SNF affiliates will notify beneficiaries at the point of care that their ACO providers/suppliers are participating in the Medicare Shared Savings Program (MSSP) and of the opportunity to decline the sharing of claims data.
- Notification is carried out when the ACO participant and SNF affiliate posts signs in its facilities
 and settings in which beneficiaries receive primary care services. ACO participants and SNF
 affiliates will also make available standardized written notices upon request.
- 3. The Scripps ACO will supply ACO participants and SNF affiliates with Centers for Medicare and Medicaid Services (CMS) approved beneficiary notification materials including a poster and script for answering beneficiary questions about the Shared Savings Program. Non-English version(s) of these materials will be made available upon request.
- 4. ACO participants and SNF affiliates will use the CMS approved script when answering beneficiary questions regarding the Shared Savings Program. ACO participants and SNF affiliates will direct



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beneficiaries to call 1-800-Medicare to opt out of sharing their claims data with the ACO and for questions beyond the scope of CMS' approved script.

RESOURCES

- Beneficiary Notification Process
- How to Use ACO Information Card
- ACO Information Card & Letter
- Beneficiary Information Notice
- Beneficiary Notification Poster
- SNF Affiliate 3-day Waiver Notice