

Maine Innovations Model Budget Justification 2.5.13

A. Personnel	Salary	FTEs per Year				Annual Costs				Total	In-Kind
		Yr 1	Yr 2	Yr 3	Yr 4 (6 mo)	Yr 1	Yr 2	Yr 3	Yr 4 (6 mo)		
Commissioner	\$133,000	0.02	0.03	0.03	0.02	\$2,993	\$3,990	\$3,990	\$1,995	\$0	\$12,968
MaineCare Dir	\$95,000	0.04	0.05	0.05	0.03	\$3,563	\$4,750	\$4,750	\$2,375	\$0	\$15,438
Deputy Director	\$83,000	0.15	0.20	0.20	0.10	\$12,450	\$16,600	\$16,600	\$8,300	\$0	\$53,950
Dir of Strategic Initiatives	\$68,000	0.60	0.80	0.80	0.40	\$40,800	\$54,400	\$54,400	\$27,200	\$0	\$176,800
Proj Manager	\$82,077	0.75	1.0	1.0	0.5	\$61,558	\$82,077	\$82,077	\$41,038	\$266,750	\$0
Proj Coordinator	\$45,000	1.5	2.0	2.0	1.0	\$67,500	\$90,000	\$90,000	\$45,000	\$292,500	\$0
Fiscal Manager	\$60,000	0.75	1.0	1.0	0.5	\$45,000	\$60,000	\$60,000	\$30,000	\$195,000	\$0
Admin support	\$34,000	0.75	1.0	1.0	0.5	\$25,500	\$34,000	\$34,000	\$17,000	\$110,500	\$0
Asst Attorney General	\$70,000	0.39	0.29	0.15	0.075	\$27,300	\$20,300	\$10,500	\$5,250	\$63,350	\$0
Total Salaries		0	0	0	0	\$226,858	\$286,377	\$276,577	\$138,288	\$928,100	\$259,155
B. Fringe	55%	0	0	0	0	\$124,772	\$157,507	\$152,117	\$76,059	\$510,455	\$142,535
C. Consultant Costs		0	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0
D. Equipment		0	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0
E. Supplies		0	0	0	0	\$4,968	\$6,348	\$6,180	\$3,090	\$20,586	\$3,564
F. Travel		0	0	0	0	\$10,022	\$10,616	\$10,616	\$5,308	\$36,562	\$0
G. Other		0	0	0	0	\$9,580	\$11,677	\$11,677	\$5,839	\$38,773	\$8,425
H. Contractual						\$5,741,037	\$9,880,744	\$10,006,941	\$5,035,764	\$30,664,486	
I. Total Direct Charges (sum of 6a-6h)						\$6,117,237	\$10,353,269	\$10,464,108	\$5,264,347	\$32,198,962	\$672,834
J. Indirect Charges						\$165,165	\$279,538	\$282,531	\$142,137	\$869,372	
K. Total						\$6,282,402	\$10,632,807	\$10,746,639	\$5,406,485	\$33,068,334	\$672,834

NOTE: Throughout this budget justification “Years 1-4” have been used to categorize costs across by full 12 month period from the beginning of the 6 months of pre-testing, as follows:

- Year 1: 6-month pre-testing + 6 mo of Year 1 of Testing
- Year 2: 6 mo of Year 1 of Testing + 6 mo of Year 2 of Testing
- Year 3: 6 mo of Year 2 of Testing + 6 mo of Year 3 of Testing
- Year 4: 6 mo of Year 3 of Testing

This reflects our understanding of how costs should be categorized based on our phone conversation with you regarding the initial budget.

A. Salaries and Wages:

Total: \$1,187,255

SIM Cooperative Agreement: \$928,100

Funding other than SIM Cooperative Agreement: \$259,155

Sources of Other Funding: In-kind state positions

<u>Year 1 (6 mo pre-testing + 6 mo testing)</u>						
<u>A. Personnel</u>	<u>Name</u>	<u>Annual Salary</u>	<u>% Time</u>	<u>Months</u>	<u>Total Salary</u>	<u>In-Kind Total Salary</u>
<i>Commissioner</i>	<i>Mary Mayhew</i>	\$ 133,000	3%	9	-	\$2,993
<i>MaineCare Dir</i>	<i>Stefanie Nadeau</i>	\$ 95,000	5%	9	-	\$3,563
<i>Deputy Director</i>	<i>Jim Leonard</i>	\$ 83,000	20%	9	-	\$12,450
<i>Dir of Strategic Initiatives</i>	<i>Michelle Probert</i>	\$ 68,000	80%	9	-	\$40,800
Proj Manager	TBN	\$ 82,077	100%	9	\$61,558	
Proj Coordinator (2)	TBN	\$ 45,000	100%	9	\$67,500	
Fiscal Manager	TBN	\$ 60,000	100%	9	\$45,000	
Admin support	TBN	\$ 34,000	100%	9	\$25,500	
Asst Attorney General	TBN	\$ 70,000	70% 43%	3 mo 6 mo	\$27,300	

<u>Year 2 (12 mo testing)</u>						
<u>A. Personnel</u>	<u>Name</u>	<u>Annual Salary</u>	<u>% Time</u>	<u>Months</u>	<u>Total Salary</u>	<u>In-Kind Total Salary</u>
<i>Commissioner</i>	<i>Mary Mayhew</i>	\$ 133,000	3%	12	-	\$3,990
<i>MaineCare Dir</i>	<i>Stefanie Nadeau</i>	\$ 95,000	5%	12	-	\$4,750

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<i>Deputy Director</i>	<i>Jim Leonard</i>	\$ 83,000	20%	12	-	\$16,600
<i>Dir of Strategic Initiatives</i>	<i>Michelle Probert</i>	\$ 68,000	80%	12	-	\$54,400
Proj Manager	TBN	\$ 82,077	100%	12	\$82,077	
Proj Coordinator (2)	TBN	\$ 45,000	100%	12	\$90,000	
Fiscal Manager	TBN	\$ 60,000	100%	12	\$60,000	
Admin support	TBN	\$ 34,000	100%	12	\$34,000	
Asst Attorney General	TBN	\$ 70,000	43% 15%	6 mo 6 mo	\$20,300	

Year 3 (12 mo testing): Same as Year 2 for all positions except for Asst Attorney General

<u>A. Personnel</u>	<u>Name</u>	<u>Annual Salary</u>	<u>% Time</u>	<u>Months</u>	<u>Total Salary</u>	<u>In-Kind Total Salary</u>
Asst Attorney General	TBN	\$ 70,000	15%	12	\$20,300	

Year 4 (6 mo testing)

<u>A. Personnel</u>	<u>Name</u>	<u>Annual Salary</u>	<u>% Time</u>	<u>Months</u>	<u>Total Salary</u>	<u>In-Kind Total Salary</u>
<i>Commissioner</i>	<i>Mary Mayhew</i>	\$ 133,000	3%	6	-	\$1,995
<i>MaineCare Dir</i>	<i>Stefanie Nadeau</i>	\$ 95,000	5%	6	-	\$2,375
<i>Deputy Director</i>	<i>Jim Leonard</i>	\$ 83,000	20%	6	-	\$8,300
<i>Dir of Strategic Initiatives</i>	<i>Michelle Probert</i>	\$ 68,000	80%	6	-	\$27,200
Proj Manager	TBN	\$ 82,077	100%	6	\$41,038	
Proj Coordinator (2)	TBN	\$ 45,000	100%	6	\$45,000	
Fiscal Manager	TBN	\$ 60,000	100%	6	\$30,000	
Admin support	TBN	\$ 34,000	100%	6	\$17,000	
Asst Attorney General	TBN	\$ 70,000	15%	6	\$5,250	

Justification and scope of funded positions:
All positions listed relate to all program objectives.

Project Manager: Directs operation of the project; responsible for implementation of work plan; stakeholder coordination; vendor contract management; reporting.

Project Coordinator: Keeps track of communications with stakeholders; helps develop materials; assists with HHS reports, tracking and updating work plan.

Fiscal Manager: This position manages allocations, fiscal contract and RFP responsibilities, invoicing, HHS budget and fiscal-related reports.

Administrative Assistant: This person manages scheduling; coordination of logistic; tracking report submission.

Assistant Attorney General: To assist with contract negotiations, provide guidance on sharing protected health information.

B. Fringe Benefits:

Total: \$652,990

SIM Cooperative Agreement: \$510,455

Funding other than SIM Cooperative Agreement: \$142,535

Sources of Other Funding: In-kind state positions

Fringe benefits = A rate of 55% of total salary is used for all positions.

Component	Rate
Normal retirement	5.75% of salary
Retirement unfunded liability	10.73% of salary
Retiree health insurance	14.37% of salary
Healthcare plan	22.4% of salary
Dental and basic life	1.75% of salary
Total	55% of salary

C. Consultant Costs: none

D. Equipment: none

E. Supplies:

Total: \$24,150

SIM Cooperative Agreement: \$20,586

Funding other than SIM Cooperative Agreement: \$3,564

Sources of Other Funding: In-kind state positions

General office supplies \$100/mo x 12 mo x total FTEs per budget period

	Yr 1 (9 mo)	Yr 2	Yr 3	Yr 4 (6 mo)	
SIM FTEs:	4.14	5.29	5.15	2.58	
SIM Costs:	\$4,968	\$6,348	\$6,180	\$3,090	\$20,586

General office supplies will be used by staff members to carry out daily activities of the program. This includes paper, binders, folders, pens, clips, toner cartridges, fax forms, envelopes, etc.

F. Travel

Total: \$36,562
 SIM Cooperative Agreement: \$36,562
 Funding other than SIM Cooperative Agreement: \$0
 Sources of Other Funding: N/A

(Pre-Implementation) In-State and out-of-State: \$5174

In-State:	Yr 1 (9 mo)	Yr 2	Yr 3	Yr 4 (6 mo)	Total
1.5 FTE x 3 trips/ mo x 100 miles avg/ trip x .44/mile	\$1782	\$2376	\$2376	\$1188	\$7722

Justification: Project Manager and, for about half the trips, Director of Strategic Initiatives or other designated staff will travel to regional outreach sites est. 3 times/month for stakeholder engagement & to monitor program implementation.

Out-of-State	Yr 1 (9 mo) 4 trips	Yr 2 4 trips	Yr 3 4 trips	Yr 4 (6 mo) 2 trips	Total
2 staff x \$500 r/t airfare	\$4000	\$4000	\$4000	\$2000	
2 staff x \$45/day x 2 days/ trip	\$720	\$720	\$720	\$360	
2 staff x \$200/night lodging x 2 nights/ trip	\$3200	\$3200	\$3200	\$1600	
2 staff x \$40 ground transportation/ trip	\$320	\$320	\$320	\$160	
Total Out of State	\$8240	\$8240	\$8240	\$4120	\$28,840

Justification: Project Manager & one other from State, as approp, to 4 SIM mtgs/conferences annually.

G. Other

Total: \$47,198
 SIM Cooperative Agreement: \$38,773
 Funding other than SIM Cooperative Agreement: \$8,425
 Sources of Other Funding: In-kind state positions

SIM-funded staff 3 months' Pre-Implementation costs (from IT pricing list FY12/13): Total \$3,742

Telephone: (\$26.89 per mo x <u>3</u> mo x 6 staff)	= <u>\$484.02</u>
Laptop rental (\$37.51 per mo x <u>3</u> mo x 4 staff)	= <u>\$450.12</u>
Desktop Rental (\$29.53 per mo x <u>3</u> mo x 2 staff)	= <u>\$177.18</u>
Network support & email (\$90.58 per mo x 3 mo x 6 staff)	= <u>\$1630.44</u>
Remote access (5 yr flat fee) (\$250 x 4 staff)	= <u>\$1000.00</u>

SIM-funded staff costs for 36 mo of testing (from IT pricing list FY14/15): Total: \$35,032

Telephone: (\$26.74 per mo x <u>36</u> mo x 6 staff)	= <u>\$5775.84</u>
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Laptop rental (\$37.51 per mo x 36 mo x 4 staff)	= <u>\$5401.44</u>
Desktop Rental (\$29.51 per mo x 36 mo x 2 staff)	= <u>\$2124.72</u>
Network support & email (\$100.60 per mo x 36 mo x 6 staff)	= <u>\$21,729.60</u>

H. Contractual Costs

Name of Contractor: Maine Health Management Coalition (MHMC)

Method of selection: sole source contract

Period of performance: entire 3.5 grant period

Scope of work:

1. Public reporting of common quality measures determined through *Pathways to Excellence* (PTE);
2. Analysis of MHDO All Payer Database as common claims data source for purposes of statewide public reporting on the measures determined in #1; comparative statewide variation analysis necessary to gauge progress on and advance payment and delivery system reform; and analysis of PHI for care management purposes for interested providers.
3. ACO Learning Collaborative support through the Accountable Care Implementation (ACI) Group
4. Continuing work /learning support around development of Value Based Insurance Design (VBID);
5. Continuing work of the Health Care Cost Work Group, and;
6. Development of a Behavioral Health Cost Work Group.

Method of accountability: MHMC will be accountable to State for deliverables and terms of contract.

SIM Cooperative Agreement: \$12,108,004

MHMC Itemized Budget and Justification:

Salaries & wages (Years 1-4 dollar amounts include 30% fringe rate)

SIM Cooperative Agreement: \$7,002,115 (includes 30% fringe rate)

Title (FTE)	Annual Salary	Total Mo	Year 1 (9 mo)	Year 2	Year 3	Year 4 (6 mo)	Total Grant Funded
Overall Project Director	\$110,000	39	\$107,250	\$143,000	\$143,000	\$71,500	\$464,750
Project Coordinator	\$65,000	39	\$63,375	\$84,500	\$84,500	\$42,250	\$274,625
Senior Admin Asst (2 FTE)	\$40,000	39	\$78,000	\$104,000	\$104,000	\$52,000	\$338,000
Data Dept Admin Asst	\$40,000	36	\$26,000	\$52,000	\$52,000	\$26,000	\$156,000
Data Analysts (5 FTE)	\$85,000	2 FTE: 39 mo 3 FTE: 36 mo	\$331,500	\$552,500	\$552,500	\$276,250	\$1,712,750
Practice Data Analytics Outreach Specialist	\$75,000	39	\$97,500	\$97,500	\$97,500	\$48,750	\$341,250

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Programmer	\$90,000	39	\$87,750	\$117,000	\$117,000	\$58,500	\$380,250
Provider Database Manager	\$75,000	39	\$73,125	\$97,500	\$97,500	\$48,750	\$316,875
Media Relations Director	\$110,000	39	\$107,250	\$143,000	\$143,000	\$71,500	\$464,750
VBID Mainecare Incentive Manager	\$75,000	30	\$24,375	\$73,125	\$97,500	\$48,750	\$243,750
PTE data manager	\$85,000	36	\$55,250	\$110,500	\$110,500	\$55,250	\$331,500
PTE behavioral health prog coordinator	\$85,000	30	\$27,625	\$82,875	\$110,500	\$55,250	\$276,250
PTE Clinical Advisor (.5)	\$150,000	39	\$73,125	\$97,500	\$97,500	\$48,750	\$316,875
ACI Collaborative Director	\$80,000	36	\$52,000	\$104,000	\$104,000	\$52,000	\$312,000
Payment Reform and System Redesign General Policy Analyst	\$55,000	30	\$17,875	\$53,625	\$71,500	\$35,750	\$178,750
Behavioral Health and Overall Cost Workgroup Director	\$110,000	36	\$71,500	\$143,000	\$143,000	\$71,500	\$429,000
COO/ CFO	\$110,000	39	\$107,250	\$143,000	\$143,000	\$71,500	\$464,750

Justification and scope of funded positions:

All positions listed relate to all program objectives.

Overall Project Director	TBN –Works with MaineCare/ MHMC Foundation, training and evaluation agencies, Project Committee (with representatives from sites and training and evaluation agencies) and all relevant committees. This person will be responsible for all levels of implementation. Oversees the work of the Project Coordinator and administrative assistants devoted to this project.
Project Coordinator	
Senior Administrative Assistants (2)	TBN Will perform all administrative functions to support the Overall Project Director and project management.
Data Department Administrative Assistant	TBN Will perform all administrative functions to support data program.
Data Analysts (5)	Analysts will provide data reporting and analysis as needed by grant including support for population health management and measurement. Duties include: data management, reporting (writing and running reports), and data analysis. Will focus on MaineCare population and alignment with commercial sector. Will report to in-kind Data Director.
Practice Data Analytics Outreach Specialist	Support individual provider practices in using data analytic reports.
Programmer	Will have expertise in SAS and other analytical programs and will assist the data manager and analysts as appropriate. Will enable expanded capa-

	bilities for analytics. Reports to Data Manager.
Provider Database Manager	The provider database is an up to date database of all providers to enable attribution, performance measurement and public reporting and to allow us to contact all providers regarding their initiatives. This person will manage the database, ensure information is current and properly maintained, and be available to liaise with manager of other data management initiatives including Maine’s Health Information Exchange (HealthInfoNet). Reports to Data Manager.
Media Relations Director	Will manage communications with external bodies surrounding goals, methods and progress of grant. Will include identifying stories of health care reform efforts in the state of Maine- pertaining to Mainecare SIM GRANT; monitoring media coverage reporting of CMMI SIM; develop and update external communication tools press releases, Q&As, presentations etc. on MHMC website; and materials for legislators/public policy audience.
VBID MaineCare Incentive Manager	Manager will assist employers, purchasers, physicians and payers in developing and aligning patient incentives across populations. He/she will identify optimal and possible changes in both commercial and MaineCare programs and present the mechanics of both strategies and reviews of the evidence for their clinical and economic value. He/she will also provide a greater understanding of what allowable incentives work for MaineCare recipients.
PTE data manager	PTE data manager will ensure effective management and timely transfer of data related to all PTE programs. Will include ensuring timely sharing of performance updates with employers, health plans and MaineCare.
PTE behavioral health Program Coordinator	One position specific to behavioral health performance measurement. This person will devote his/her time to all aspects pertaining to behavioral health metrics for public reporting.
PTE Clinical Advisor	Part time Physician to help select and vet all measures appropriate to all populations for public reporting.
Accountable Care Implementation Collaborative Director	An expert in leading collaboratives- will plan and facilitate the ACI Learning Collaborative designed to accelerate progress on priorities identified in Health Care Cost Workgroup and develop technical assistance curriculum for practices and systems transforming care delivery and payment.
Payment Reform and System Redesign General Policy Analyst	Given the pace of health system change, this policy position will track national and local trends in healthcare and payment reform to inform group on emerging best practice and evidence including CMS initiatives. This person will also have a background in healthcare policy. Will also write briefs of lessons learned and summaries of SIM project impacts.
Behavioral Health and Overall Cost Workgroup Director	Expert will facilitate the Behavioral Health Cost Workgroup and Cost Workgroup and will also work on implementing results based on the outcomes of the workgroup .This will include research, data work and materials.
COO/CFO	COO/CFO will continue to build and manage effective and streamlined administrative/financial systems, including financial, accounting, and all financial aspects of organization including grant management. He/she will

	interface with accountants, funders, and MaineCare. COO/CFO will be involved in strategic planning and staff management. CFO will align annual operations plan and budget with SIM GRANT Lead the performance management process that measures and evaluates progress on grants.
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Fringe benefits: A rate of 30% of total salary is used for all positions. The fringe rate includes health insurance, std/ltd coverage, workers comp, 403(b), life insurance, cyber security coverage.

Equipment:

SIM Cooperative Agreement: \$69,216

Equipment necessary to set up 21 FTEs on-site. One-time cost.

Equipment	Description	6 mo.	Year 1	Year 2	Year 3
Computers	\$2000 unit cost x 21 FTE	\$42,000	-	-	-
Printers	\$186 unit cost x 21 FTE	\$3,906	-	-	-
Desks	\$950 unit cost x 21 FTE	\$19,950	-	-	-
Chairs	\$160 unit cost x 21 FTE	\$3,360	-	-	-
	Total	\$69,216			

Supplies:

SIM Cooperative Agreement: \$172,999

General office supplies = \$119/mo x staff per year x months employed per year

Health care cost workgroup summary and consumer engagement materials = \$25,000 per 12 mo. Period.

Supplies	Yr 1 (9 mo)	Yr 2	Yr 3	Yr 4 (6 mo)	Total
General Office Supplies	\$16,779 (11 FTE x 9 mo; 7 FTE x 6 mo)	\$29,988 (21 FTE x 12 mo)	\$29,988 (21 FTE x 12 mo)	\$14,994 (21 FTE x 6 mo)	\$91,749
Workgroup and Consumer materials	\$18,750	\$25,000	\$25,000	\$12,500	\$81,250
				Total:	\$172,999

General office supplies will be used by staff members to carry out daily activities of the program. This includes paper, binders, folders, pens, clips, toner cartridges, fax forms, envelopes, etc.

Travel:

SIM Cooperative Agreement: \$365,540

In-State Travel	Yr 1	Yr 2	Yr 3	Yr 4 (6 mo)	Total
100,000 miles annually between sites @ .55/ mile. This is a very rural state with wide spread stakeholder environment.	\$55,000	\$55,000	\$55,000	\$27,500	\$192,500

Out-of-State	Yr 1	Yr 2	Yr 3	Yr 4 (6 mo) 6	Total
	12 trips	12 trips	12 trips	trips	
4 staff x \$500 r/t airfare	\$24,000	\$24,000	\$24,000	\$12,000	
4 staff x \$45/day x 2 days/ trip	\$4320	\$4320	\$4320	\$2160	
4 staff x \$200/night lodging x 2 nights/ trip	\$19,200	\$19,200	\$19,200	\$9600	
4 staff x \$40 ground transportation/ trip	\$1920	\$1920	\$1920	\$960	
Total Out of State	\$49,440	\$49,440	\$49,440	\$24,720	\$173,040

Justification: Staff will travel on project-related issues, e.g. medical homes, ACOs, and so forth, and to Washington including meetings called by CMMI.

Other:

SIM Cooperative Agreement: \$1,002,749

Other	Description	Yr 1	Yr 2	Yr 3	Yr 4
Rent	Office space- \$6000 per month	\$72,000	\$72,000	\$72,000	\$36,000
SAS Server	Licensing and installation	\$49,292	\$22,583	\$22,583	\$11,292
IT and accounting fees	\$40,000 annually	\$20,000	\$40,000	\$40,000	\$20,000
Behavioral Health and Health Care Cost Work Group	Bimonthly: Meeting space, refreshments, webex conferencing, etc at multiple sites	\$50,000	\$50,000	\$50,000	\$25,000
ACI Committee meetings	Quarterly: mtg space, refreshments, webex conf, etc. 40-60/ per mtg	\$20,000	\$20,000	\$20,000	\$10,000
Data & analytic Meetings general and with sites	Bimonthly: mtg space, refreshments, webex conf, etc. \$15,000 and HDMS to do any necessary training	\$50,000	\$50,000	\$50,000	\$25,000

CEO Roundtable	Semi annual: mtg space, refreshments, webex conf, etc. 31 people per meeting.	\$30,000	\$30,000	\$30,000	\$15,000
Sub Total		\$291,292	\$284,583	\$284,583	\$142,292

Subcontracted:

SIM Cooperative Agreement: \$3,495,375

Subcontractual	Organization	Yr 1	Yr 2	Yr 3	Yr 4
Legal Counsel on data, privacy and other issues that may arise.	Verrill Dana	\$100,000	\$100,000	\$100,000	\$50,000
Data Partner: implement, legal agreements, data acquisition, data mapping for Medicaid/Medicare, bldng databases for sites, training, quarterly updates. Data is issued to be updated quarterly from both Med & Med	HDMS	\$641,250	\$831,250	\$931,250	\$490,625
Integration of Clinical & Administrative Data: Adding selected clinical data, such as lab values and meds, to create clinically enhanced data	TBN	\$83,500	\$67,000	\$67,000	\$33,500
Subtotals		\$824,750	\$998,250	\$1,098,250	\$574,125

Total MHMC:

Yr 1	Yr 2	Yr 3	Yr 4
\$2,726,537	\$3,641,446	\$3,811,321	\$1,930,661

Name of Contractor: HealthInfoNet

Method of selection: sole source contract

Period of performance: 3 yr grant testing period

Scope of work:

1. Deploy near real time ED and Admissions notifications to payer and provider care managers when identified residents receive services at Maine ED or are admitted to inpatient services.
2. Provide access to operational statewide HIE for BH providers, support consumer-driven communications to assure they understand how their health data is being exchanged and why.
3. Develop and implement Behavioral Health EHR Adoption Incentive program.
4. Capture clinical outcomes from EHRs for required Health Home reporting.
5. Develop and implement longitudinal, patient-centric, payer and provider agnostic personal health record platform to help engage patients in all of their health care needs.

Accountability: HealthInfoNet will be accountable to State for deliverables & terms of contract.

SIM Cooperative Agreement: \$6,731,489

Itemized Budget & Justification:

Salaries & wages

SIM Cooperative Agreement: \$2,045,249

<u>Salary & Wages</u>							
Personnel	<u>Salary</u>	<u>fte</u>	<u>Year1 (6 mo)</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4 (6 mo)</u>	<u>Total</u>
Director of IT	\$ 127,000	0.45	\$28,575	\$58,007	\$59,747	\$30,315	\$176,645
HIE Onboarding Manager	\$ 94,000	0.20	\$9,400	\$19,082	\$19,654	\$9,972	\$58,109
Project Manager	\$ 90,000	1.00	\$45,000	\$91,350	\$94,091	\$47,741	\$278,181
Sr Integration Analyst	\$ 90,000	0.20	\$9,000	\$18,270	\$18,818	\$9,548	\$55,636
Database Manager	\$ 85,000	1.25	\$53,125	\$107,844	\$111,079	\$56,360	\$328,408
Developer	\$ 85,000	1.25	\$52,750	\$107,083	\$110,295	\$55,962	\$326,090
Manager of Admin and Finance	\$ 75,000	1.15	\$9,375	\$19,031	\$19,602	\$9,946	\$57,954
Communications Manager	\$ 70,000	0.25	\$8,750	\$17,763	\$18,295	\$9,283	\$54,091
Business Analyst	\$ 65,000	3.00	\$55,250	\$112,158	\$115,522	\$58,615	\$341,544
Clinical Program Coordinator	\$ 65,000	1.00	\$32,500	\$65,975	\$67,954	\$34,479	\$200,909
IBM MPI Business Analyst	\$ 65,000	0.25	\$8,125	\$16,494	\$16,989	\$8,620	\$50,227
Administrative supprt	\$ 38,000	1.00	\$19,000	\$38,570	\$39,727	\$20,157	\$117,454
Total Salaries			<u>\$330,850</u>	<u>\$671,626</u>	<u>\$691,774</u>	<u>\$350,999</u>	\$2,045,249

Fringe benefits:

SIM Cooperative Agreement: \$552,217

A rate of 27% of total salary is used for all positions. The fringe rate includes:

FICA	7.65%
SUTA	.50%
Health Insurance	9.0%
Employer TDA Contribution	7.0%
Life/Disability Insurance	1.25%
Dental Insurance	.65%
Workers' Compensation	.70%
Other	.25%
TOTAL	27.0%

Fringe Benefits = 27% of salary	<u>Year1 (6 mo)</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4 (6 mo)</u>	<u>Total</u>
	\$89,330	\$181,339	\$186,779	\$94,770	\$552,217

Equipment:

SIM Cooperative Agreement: \$90,600

Hardware costs for project to capture clinical outcomes from EHRs:

Blade Server Enclosure: 25,000

2 Storage Area Networks (SAN): \$25,000 each = \$50,000

3 Servers: \$5000 each = \$15,000

Annual 3% inflation built in.

	<u>Year1 (6 mo)</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4 (6 mo)</u>	<u>Total</u>
Equipment: Hardware	\$25,000	\$35,000	\$20,300	\$10,300	\$90,600

Supplies:

SIM Cooperative Agreement: \$618

General office supplies = \$200 per year for 1 Database Manager FTE associated with project to capture clinical outcomes from EHRs. Annual 3% inflation built in.

	<u>Year1 (6 mo)</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4 (6 mo)</u>	<u>Total</u>
Supplies: general office supplies, workstation software, etc.	\$100	\$203	\$209	\$106	\$618

Travel:

SIM Cooperative Agreement: \$1545

75 miles per month at GSA rate of .555/mile for travel associated with project to develop Personal Health Record portal. Annual 3% inflation built in.

	<u>Year1 (6 mo)</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4 (6 mo)</u>	<u>Total</u>
Local Travel (GSA Rates)	\$250	\$508	\$523	\$265	\$1,545

Other Costs:

SIM Cooperative Agreement: \$2,406,218

Other Costs	<u>Year1 (6 mo)</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4 (6 mo)</u>	<u>Total</u>
Notifications Email Subscript (YR 1 testing- 100 users, Year 2 testing -300, Year 3 testing 500 users estimated) - \$120/year for subscript (cost if covered by public grant - \$144/year if paid by private entity)	\$6,000	\$24,000	\$48,000	\$30,000	<u>\$108,000</u>
Behavioral Health HIE Subscriptions- \$25K/bi-directional site (Year 1 testing 5sites, Year 2 testing 7sites, Year 3 testing 10sites), View Only Sites - \$5K (Year 1 testing 10 sites, Year 2 testing 15 sites, Year 3 testing 15 sites)	\$87,500	\$212,500	\$287,500	\$162,500	\$750,000
Behavioral Health HIN Direct Subscriptions: \$120/user/yr. 200 users	\$12,000	\$24,000	\$24,000	\$12,000	\$72,000
Incentives for BH Providers for EMR Adoption; 20 Agencies/ Orgs - \$70,000 per org. Stage 1 Implement/ Go-live: \$35,000, Stage 2: Data Sharing with Other Providers: \$20,000, Stage 3 Quality Reporting: \$15,000.	\$350,000	\$550,000	\$350,000	\$150,000	<u>\$1,400,000</u>
Audit	\$1,500	\$3,045	\$3,136	\$1,591	<u>\$9,273</u>
Insurance	\$4,150	\$8,425	\$8,677	\$4,403	<u>\$25,654</u>
Meeting Expenses (conf calls, webinars)	\$1,000	\$2,030	\$2,091	\$1,061	<u>\$6,182</u>
Photocopying, printing	\$625	\$1,269	\$1,307	\$663	<u>\$3,864</u>
Postage	\$300	\$609	\$627	\$318	<u>\$1,855</u>
Rent	\$3,350	\$6,801	\$7,005	\$3,554	<u>\$20,709</u>

Telephone (250/yr/FTE)	\$806	\$1,637	\$1,686	\$855	<u>\$4,984</u>
Utilities	\$598	\$1,214	\$1,250	\$634	<u>\$3,697</u>
Total Other Costs	<u>\$467,829</u>	<u>\$835,530</u>	<u>\$735,279</u>	<u>\$367,579</u>	<u>\$2,406,218</u>

Subcontracted:

SIM Cooperative Agreement: \$1,023,089

Sub contractual	<u>Year1 (6 mo)</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4 (6 mo)</u>	<u>Total</u>
Analytic costs for database access, ad-hoc rprting, dashboards, and alerts are estimates only. \$9,000/month.	\$54,000	\$108,000	\$108,000	\$54,000	<u>\$324,000</u>
Personal Health Record Software License Method Health (\$7.50/patient/year) - Est- Year 1 testing 10,000 users, Year 2 testing 30,000 users, Year 3 testing 50,000 users	\$100,000	\$203,000	\$209,090	\$106,090	<u>\$618,180</u>
Orion Health Changes to Core Systems / Licensing	\$25,000	\$25,000	0	0	<u>\$50,000</u>
Orion Maintenance and support	\$5,000	\$10,150	\$10,455	\$5,305	<u>\$30,909</u>
Total Sub contractual	<u>\$184,000</u>	<u>\$346,150</u>	<u>\$327,545</u>	<u>\$165,395</u>	<u>\$1,023,089</u>

Total HealthInfoNet:

Yr 1	Yr 2	Yr 3	Yr 4
<u>\$1,207,095</u>	<u>\$2,277,389</u>	<u>\$2,158,650</u>	<u>\$1,088,356</u>

Name of Contractor: Maine Quality Counts

Method of selection: sole source contract

Period of performance: 3 yr grant testing period

Scope of work: Implement learning collaborative, coaching, training etc for PCMH expansion and Stage A Health Homes- approximately 135 new practice sites over the existing 26.

Accountability: Maine Quality Counts will be accountable to the State for agreed-upon deliverables and terms of contract.

Total SIM Cooperative Agreement: \$2,464,150

Itemized Budget & Justification:

Note: All costs are spread evenly across testing years 1-3, with an annual 3% inflation rate applied to salaries.

Salaries & wages

SIM Cooperative Agreement: \$1,010,367

PERSON- NEL	FTE	Base Salary	Yr 1 (6 mo)	Yr 2	Yr 3	Yr 4 (6 mo)	Total
QC Exec Di- rector	0.15	\$179,670	\$13,475	\$26,951	\$26,951	\$13,475	\$80,852
PCMH Pilot - PCMH Team Leader	0.4	\$80,080	\$16,016	\$32,512	\$33,488	\$16,991	\$99,008
PCMH Pilot - QI Special- ist1	1	\$72,800	\$36,400	\$73,892	\$76,109	\$38,617	\$225,018
PCMH Pilot - QI Special- ist2	1	\$72,509	\$36,254	\$73,596	\$75,804	\$38,462	\$224,117
PCMH Pilot - QI Special- ist3	1	\$72,509	\$36,254	\$73,596	\$75,804	\$38,462	\$224,117
PCMH Ad- ministrative Asst	1	\$43,992	\$8,798	\$17,861	\$18,397	\$9,334	\$54,390
		Total	\$163,838	\$332,188	\$341,345	\$172,996	\$1,010,367

An annual 3% inflation factor is applied.

Justification of positions:

QC Exec Director	Provides overall oversight, direction, and clinical input for Health Homes learning collaborative and quality improvement activities.
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PCMH Pilot – Team Leader	Provides oversight and support for PCMH team, including development of project plans, staff oversight, planning learning activities, and overseeing data collection and reporting.
PCMH Pilot QI Specialist 1	Provides direct support to up to 25 HH practices, including conducting baseline and periodic assessments on implementation of PCMH Core Expectations; conducting practice site visits; providing QI coaching and/or oversight of external QI coaches.
PCMH Pilot QI Specialist 2	As above
PCMH Pilot QI Specialist 3	As above
PCMH Program Coordinator	Provides support to PCMH team, support learning community by developing web-based learning tools, webinars, newsletters, etc
PCMH Administrative Assistant	Provides administrative support to PCMH team, including developing meeting agendas and minutes; filing; supporting communications; copying

Fringe

SIM Cooperative Agreement: \$186,402

The following fringe percentages are applied to total salary for all positions:

FICA (%7.65)

FUTA (0.17%)

SUTA (0.29%)

IRA contributions (3%)

In addition, \$3500 per FTE is the employer contribution to health and dental insurance benefits.

Equipment

SIM Cooperative Agreement: \$4,000

Equipment		
Computers	\$3000	3 laptop computers (\$1000 ea) for each QI Specialist
Printer	\$1000	1 printer
Total Equipment	\$4000	

Supplies:

SIM Cooperative Agreement: \$7650

Supplies		
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Office supplies & materials	\$3,600	\$100/mo for general office supplies – paper, pens, etc)
Learning Session supplies	\$2,700	\$300 per Learning Session for meeting supplies – poster-board, note paper, flip charts, etc (3 sessions per year)
Speaker gifts	\$1,350	\$30 gift (pens, etc) for 5 speakers (\$150) per Learning Session, 3 sessions/year
Total Supplies	\$7,650	

Travel:

SIM Cooperative Agreement: \$37,260

Travel		
Local travel – Practice Site Visits	\$23,760	Site visits to HH practices by QI Specialists: est. 1 visit/wk X 48wks X 100 mi round trip X \$0.55/mi X 3 QI Specialists annually
National mtgs	\$13,500	\$1500 for QI Specialist to attend national educational meeting, with \$500 flight + \$500 hotel + \$500 conference registration X 3 staff annually
Total Travel	\$37,260	

Other Costs:

SIM Cooperative Agreement: \$436,320

	Total Costs	
Postage	\$720	Project related postage and courier costs, est'd at \$20/month X 12 mos annually
Rent	\$21,600	\$12 sq ft X 1500ft, allocated 40% to project annually
Printing and Copying	\$36,000	Printing and copying costs for Learning Sessions; \$10 pp X 400 attendees X 3 Learning Sessions /yr annually
HIT / Website maintenance & enhancements	\$15,000	Costs for website maintenance and enhancements to support web-based learning tools annually
Web-based learning platform/ conference calls	\$9,600	Costs for ReadyTalk conference service, \$300/mo X 12 mos annually
Learning Session – Meeting Costs	\$162,000	Costs for hosting PCMH Learning Sessions, est'd at \$18,000/mtg for 400 attendees; 3 Learning Sessions/year annually

Learning Session – Speaker fees & Travel	\$27,000	Costs for external expert speakers for Learning Sessions, \$3000/meeting (stipend, travel costs) X 3 Learning Sessions/yr annually
CME / Board MOC	\$1,800	Costs for Continuing Medical Education/ Maintenance of Certification: \$200/Learning Session X 3 sessions/yr annually
Meeting Costs (PCMH Working Group Mtgs)	\$4,500	Costs for hosting PCMH Working Grp mtgs - \$250/mtg X 12 mtgs/year annually
Consumer stipends	\$8,100	Consumer stipends to support 2 consumers at PCMH Working Grp mtg @ \$150/mtg (\$75 stipend + travel) for monthly mtgs annually
Practice Performance Reports	\$150,000	Costs of creating claims-based practice performance reports on cost and efficiency measures; contracted to Maine Health Management Coalition annually
Total Other	\$436,320	

Sub-Contractual

SIM Cooperative Agreement: \$558,137

Consultants & Contractors			
Associate Medical Director – Practice Outreach	0.4 FTE at \$179,670 salary	\$222,137	Contracted support from physician to conduct outreach to HH practices to address issues & concerns identified by QI Specialists. 3% annual inflation factor applied to salary.
Behavioral Health Integration Support		\$75,000	Contracted support for expert consultant team with experience in behavioral health integration in primary care; support for baseline assessment and targeted technical assistance to HH practices; est. \$100/hr X 250 hrs
Consumer Engagement		\$45,000	Contracted support for expert consultant team with experience in consumer engagement to provide baseline assessment and targeted technical assistance to HH practices; est. \$100/hr X 15 hrs
QI Coaches		\$216,000	Contracted support for Quality Improvement (QI) coaches to provide external coaching to up to 30 teams: est. \$50/hr X 4hrs/mo X 12 mos X 30 teams
Total Contractual		\$558,137	

Indirect Expense Rate: 10% for a total of \$224,014

Total Maine Quality Counts:

Yr 1	Yr 2	Yr 3	Yr 4
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<u>\$405,612</u>	<u>\$815,393</u>	<u>\$826,463</u>	<u>\$416,682</u>
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Name of Contractor: Quality Improvement **TBN**

Method of selection: competitive RFP

Period of performance: 3 yr grant testing period

Scope of work: Responsible for development and implementation of 1) learning collaborative and supports Stage B Health Homes and 2) physician leadership development.

Accountability: The contractor will be accountable to the State for agreed-upon deliverables and terms of contract.

Total SIM Cooperative Agreement: \$830,000.

Total RFP amount estimated from previous similar contracts.

The Leadership Development component assumes that provider practices will provide a 1:1 match for their physician leaders to attend.

The Stage B behavioral health learning collaborative assumes similar costs for other learning collaborative, with savings built in from leveraging other BH learning collaboratives across the state.

Quality Improvement	Yr 1	Yr 2	Yr 3	Yr 4	Total
Leadership development	\$38,333	\$76,667	\$76,667	\$38,333	\$230,000
Stage B BH learning collaborative	\$100,000	\$200,000	\$200,000	\$100,000	\$600,000
Subtotals	\$138,333	\$276,667	\$276,667	\$138,333	\$830,000

Name of Contractor: Consumer Engagement **TBN**

Method of selection: Competitive RFP(s)

Period of performance: 3 yr grant testing period

Scope of work: Responsible for

- 1) Development and implementation of Shared Decision Making tools and training,
 - 2) Consumer engagement forums and education on system payment and delivery reform,
 - 3) Patient Engagement Public Health Campaign: Plan and implement a three year media campaign to support Maine residents in using appropriate community resources to seek improved health.
 - 4) Development and implementation of Community Health Worker Pilot: Embedding experiential/ cultural community health support workers in 5 Community Care Teams, develop and implement training curriculum and develop plan for sustainability. Community workers will also implement an asthma home visiting program to reduce asthma-related ED visits and admissions.
- (s)

Accountability: The contractor(s) will be accountable to the State for agreed-upon deliverables and terms of contract.

Total SIM Cooperative Agreement: \$4,506,219.

Total RFP amounts estimated from previous similar contracts.

<u>Consumer Engagement</u>	<u>Yr 1</u>	<u>Yr 2</u>	<u>Yr 3</u>	<u>Yr 4</u>	<u>Total</u>
Shared Decision Making tools & training	\$119,750	\$239,501	\$239,501	\$119,750	\$718,502
Consumer Engagement on payment & delivery reform	\$33,333	\$66,667	\$66,667	\$33,333	\$200,000
Patient Engagement media campaign	\$125,000	\$375,000	\$500,000	\$250,000	\$1,250,000
Community health worker (CHW) pilot	\$389,620	\$779,239	\$779,239	\$389,620	\$2,337,718
Total	\$667,703	\$1,460,406	\$1,585,406	\$792,703	\$4,506,219

Name of Contractor: Workforce Development **TBN**

Method of selection: Competitive RFP(s)

Period of performance: 3 yr grant testing period

Scope of work: Responsible for

- 1) Building onto core Mental Health Rehab Technician/ Community (MHRTC) Certification and Personal Care curricula to promote integration of physical and behavioral health.
- 2) Develop/ implement training for family practice PCMHs and Health Homes in serving children with Autism and adults with developmental disabilities, and
- 3) Training and implementation of National Diabetes Prevention Program; provide performance-based reimbursement with plan for sustainability over time.

Accountability: The contractor(s) will be accountable to the State for agreed-upon deliverables and terms of contract.

Total SIM Cooperative Agreement: \$1,059,665.

Total RFP amount estimated from previous similar contracts.

<u>Workforce Training/ Development</u>	<u>Yr 1</u>	<u>Yr 2</u>	<u>Yr 3</u>	<u>Yr 4</u>	<u>Total</u>
Mental Health Rehab Tech Certification (MHRTC)/ Personal Care Integrated Physical Health training curriculum	\$70,212	\$168,510	\$210,637	\$112,340	\$561,699
DD/ Autism training for PCP practices	\$36,570	\$75,298	\$64,537	\$20,060	\$196,466
National Diabetes Prevention Program	\$65,250	\$108,000	\$85,500	\$42,750	\$301,500
Total	\$172,033	\$351,808	\$360,674	\$175,149	\$1,059,665

Name of Contractor: Evaluator **TBN**

Method of selection: Competitive RFP(s)

Period of performance: 3 yr grant testing period

Scope of work: Responsible for evaluating impact of Maine SIM on triple aim objectives.

Accountability: The contractor(s) will be accountable to the State for agreed-upon deliverables and terms of contract.

Total SIM Cooperative Agreement: \$2,964,959.

Total RFP amount estimated from previous similar contracts. Model budget:

Evaluation Estimate	Year 1	Year 2	Year 3	Year 4	Total
Principle Investigator	\$60,000	\$121,800	\$125,454	\$63,654	\$370,908
Biostatisticians (2)	\$90,000	\$182,700	\$188,181	\$95,481	\$556,362
Project Manager	\$32,500	\$65,975	\$67,954	\$34,479	\$200,909
Data analysts (2)	\$60,000	\$121,800	\$125,454	\$63,654	\$370,908
Adminisration	\$12,500	\$25,375	\$26,136	\$13,261	\$77,273
Subtotal Staffing	\$255,000	\$517,650	\$533,180	\$270,530	\$1,576,359
Fringe (32%)	\$81,600	\$165,648	\$170,617	\$86,569	\$504,435
Other Costs					
Software	\$12,500	\$15,000	\$5,000	\$2,500	\$35,000
Travel	\$339	\$678	\$678	\$339	\$2,034
Subtotal Eval	\$349,439	\$698,976	\$709,475	\$359,938	\$2,117,828
Indirect (40%)	\$139,776	\$279,590	\$283,790	\$143,975	\$847,131
Total Evaluation Es- timate	\$489,215	\$978,566	\$993,265	\$503,913	\$2,964,959

I. Total Direct Costs: \$32,198,962.

	Yr 1	Yr 2	Yr 3	Yr 4	Total
A. Total Salaries	\$226,858	\$286,377	\$276,577	\$138,288	\$928,100
B. Fringe	\$124,772	\$157,507	\$152,117	\$76,059	\$510,455
C. Consultant Costs	\$0	\$0	\$0	\$0	\$0
D. Equipment	\$0	\$0	\$0	\$0	\$0
E. Supplies	\$4,968	\$6,348	\$6,180	\$3,090	\$20,586
F. Travel	\$10,022	\$10,616	\$10,616	\$5,308	\$36,562
G. Other	\$9,580	\$11,677	\$11,677	\$5,839	\$38,773
H. Contractual	\$5,741,037	\$9,880,744	\$10,006,941	\$5,035,764	\$30,664,486
I. Total Direct Charges (sum of 6a-6h)	\$6,117,237	\$10,353,269	\$10,464,108	\$5,264,347	\$32,198,962

J. Indirect Costs: 2.7% of direct costs.

	Yr 1	Yr 2	Yr 3	Yr 4	Total
J. Indirect Charges	\$165,165	\$279,538	\$282,531	\$142,137	\$869,372

K. In-Kind Support: the State of Maine is providing \$672,834 in total in-kind support. The Maine Health Management Coalition is providing \$ 1,012,830 in total in-kind support. HealthInfoNet and Maine Quality Counts are providing unspecified amounts.

L. Expected or needed funding from other Federal sources: none

M. Attestation: The State attests that Innovation Center funding will not supplant any other funding sources.

N. CQI budget: incorporated into Evaluation and MHMC data analytic costs.