**STATE OF MAINE**

**Department of Health and Human Services**

*Office of MaineCare Services*



**REQUEST FOR INFORMATION**

**RFI#** **202408151**

**Comprehensive Solution for Maine’s Transformed Medicaid Statistical Information System (T-MSIS)**

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| --- | --- |
| **RFI Coordinator** | *All communication regarding this RFI must be made through the RFI Coordinator identified below*.**Name:** Stacy Martin **Title:** Procurement Manager**Contact Information:** stacy.martin@maine.gov |
| **Submitted Questions Due** | *All questions must be submitted to the RFI Coordinator identified above by:***Date:** August 29, 2024, no later than 5:00 p.m., local time |
| **Response Submission** | **Submission Deadline:** September 26, 2024, no later than 5:00 p.m., local time**Submit to:** stacy.martin@maine.gov  |

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# **PUBLIC NOTICE**

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**State of Maine**

**Department of Health and Human Services**

**RFI# 202408151**

**Comprehensive Solution for Maine’s Transformed Medicaid Statistical Information System (T-MSIS)**

The State of Maine, Department of Health and Human Services, is seeking information regarding provision of a Comprehensive Solution for Maine’s Transformed Medicaid Statistical Information System (T-MSIS).

A copy of the RFI, as well as the Question & Answer Summary and all other related documents to this RFI, can be obtained at the following website: http://www.maine.gov/dafs/bbm/procurementservices/vendors/rfis

Responses must be submitted to: stacy.martin@maine.gov and be submitted by 5:00 pm, local time, on September 26, 2024.

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**RFI DEFINITIONS/ACRONYMS**

The following terms and acronyms shall have the meaning indicated below as referenced in this Request for Information:

|  |  |
| --- | --- |
| **Term/Acronym** | **Definition** |
| **CMS** | Federal Centers for Medicare & Medicaid Services |
| **Department** | Department of Health and Human Services |
| **MES** | Medicaid Enterprise System |
| **OMS** | The Department’s Office of MaineCare Services |
| **Respondent** | Any individual or organization submitting a response to this RFI. |
| **RFI** | Request for Information |
| **RFP** | Request for Proposal |
| **State** | State of Maine |
| **T-MSIS** | Transformed Medicaid Statistical Information System |

**State of Maine - Department of Health and Human Services**

**RFI# 202408151**

**Comprehensive Solution for Maine’s Transformed Medicaid Statistical Information System (T-MSIS)**

# **PART I INTRODUCTION**

## Purpose and Background

This Request for Information (RFI) is an information gathering and market research tool, not a formal solicitation of a specific requirement (such as in a Request for Proposals (RFP) document). The Department of Health and Human Services (Department) is seeking information regarding provision of a comprehensive solution for Maine’s Transformed Medicaid Statistical Information System (T-MSIS), including coordination with the Federal Centers for Medicare & Medicaid Services (CMS) to assure compliance with [Federal T-MSIS](https://www.medicaid.gov/medicaid/data-systems/macbis/transformed-medicaid-statistical-information-system-t-msis/index.html) requirements, from interested parties as defined in this RFI document. This is an opportunity for interested parties to help the Department better understand a marketplace and/or specific subject matter.

## Current Conditions

The Department’s Office of MaineCare Services (OMS) administers the State’s Medicaid program, which provides free or low-cost health insurance coverage for low-income Mainers so they can access the health care services needed to work, care for family, go to school, and participate in the community. OMS works collaboratively with other State agencies, the Legislature, the Office of the Governor, MaineCare members, healthcare providers, and other healthcare purchasers on Statewide healthcare improvement initiatives. OMS is committed to advancing health equity efforts to improve access to care and positive health outcomes for all low-income Mainers. OMS provides benefit coverage and support services in alignment with Department goals, Federal requirements, and State statutes. OMS also provides oversight necessary to ensure accountability and efficient and effective administration of the State’s Medicaid program.

OMS is responsible for submitting complete and accurate monthly T-MSIS files to CMS, in accordance with the [Balanced Budget Act of 1997, P.L. 105- 33](https://www.govinfo.gov/content/pkg/PLAW-105publ33/pdf/PLAW-105publ33.pdf), Section 4753 (page 275), amended Section 1903(r), which includes a statutory requirement for states to submit claims data, enrollee encounter data, and supporting information. In addition, the [Patient Protection and Affordable Care Act, P.L. 111-148](https://www.congress.gov/111/plaws/publ148/PLAW-111publ148.pdf), Section 6504 (page 776), as amended by the [Health Care and Education Reconciliation Act, P.L. 111-152](https://www.govinfo.gov/content/pkg/PLAW-111publ152/pdf/PLAW-111publ152.pdf) (collectively, the [Affordable Care Act](https://www.healthcare.gov/glossary/affordable-care-act/)) strengthened this provision by requiring states to include data elements the Secretary of Health and Human Services determines necessary for program integrity, program oversight, and administration. The Medicaid managed care regulation published in May 2016 further describes the requirements for the submission of encounter data (see [42 CFR 438.242](https://www.ecfr.gov/current/title-42/chapter-IV/subchapter-C/part-438/subpart-D/section-438.242), [438.604](https://www.ecfr.gov/current/title-42/chapter-IV/subchapter-C/part-438/subpart-H/section-438.604) and [438.818](https://www.ecfr.gov/current/title-42/chapter-IV/subchapter-C/part-438/subpart-J/section-438.818)). The Department currently has a comprehensive T-MSIS module as part of its Medicaid Enterprise System (MES).

1. **Challenge Statement**

The Department is seeking information designed to help reduce the volume of T-MSIS data quality issues and lessen the time needed to resolve data quality issues once identified.

## General Provisions

1. All contact with the State regarding this RFI must be made through the RFI Coordinator. No other person/ State employee is empowered to make binding statements regarding this RFI.
2. This is a non-binding RFI. Therefore, no award will be made as a result of this process.
3. Issuance of this RFI does not commit the Department to pay any expenses incurred by a Respondent in the preparation of their response to this RFI. This includes attendance at personal interviews or other meetings and software or system demonstrations, where applicable.
4. Issuance of this RFI in no way constitutes a commitment by the State of Maine to issue a Request for Proposal (RFP).
5. All responses should adhere to the instructions and format requests outlined in this RFI and all written supplements and amendments, such as the Summary of Questions and Answers, issued by the Department.
6. All submissions in response to this RFI will be considered public records, available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) ([1 M.R.S. § 401](http://www.mainelegislature.org/legis/statutes/1/title1sec401.html) et seq.).
7. All applicable laws, whether or not herein contained, are included by this reference. It is the Respondent’s responsibility to determine the applicability and requirements of any such laws and to abide by them.

# **PART II INFORMATION SOUGHT**

The Department seeks information regarding the provision of a comprehensive solution for Maine’s Transformed Medicaid Statistical Information System (T-MSIS) and welcomes responses to this RFI, including creative suggestions and feedback to enhance and expedite all future processes while providing efficient, reliable, and high-quality outcomes. Respondents are not required to submit responses pertaining to every question, but the Department encourages interested parties to respond to any or all relevant aspects of the RFI.

The Department seeks detailed yet succinct responses that demonstrate the Respondent’s experience and/or familiarity with the subject matter. Respondents should use **Appendix A** (Response Submission Form) to provide responses to this RFI.

**As this is not a competitive RFP process,** **Respondents must not provide any specific cost or customized pricing documentation in their response.**

1. **General Information**
	1. Identify the organization/individual represented in this RFI by completing **Appendix A**.
		1. Organization/individual and any affiliations;
		2. Lead point of contact;
		3. Organization/individual’s address; and
		4. Organization/individual’s contact information (phone number(s) and email address).
	2. Identify the organization/individual’s experiences in providing comprehensive solutions for T-MSIS.
2. **Feedback Requested**
	1. What are the primary factors needed to ensure the Department produces complete and accurate T-MSIS files?
	2. What best practice standard processes should be included for implementing corrections and changes to T-MSIS submissions?
	3. What are the pros and cons of considering Agile vs Waterfall vs hybrid development approaches in managing T-MSIS solutions?
	4. What is a typical expectation for the time it takes to request, approve, implement, and deploy changes in a T-MSIS solution?
	5. Are there any unique challenges that may be encountered in managing change within a T-MSIS solution vs change within other MES modules?
	6. What safeguards are important and should be considered to ensure CMS’s expected data quality resolution timeframes are met (such as 6-month grace periods for new data quality rules/measures)?
	7. What is a typical staffing model for managing the T-MSIS process?
	8. What are best practices to manage and balance priorities and capacity across multiple states?
	9. In order to produce the T-MSIS files, should direct access to MMIS be provided or could the files be produced from data extracts?
	10. Describe the mechanisms in place to ensure the State has access to viewing and/or validating data prior to file submission to CMS.
	11. What technical and process issues need to be considered for integrating a new technical solution with the Department’s existing MES, including CMS certification requirements to secure enhanced federal funding for ongoing operations?
	12. What are best practices for minimizing data quality issues in T-MSIS file submissions?
	13. What testing, validation, and/or quality assurance processes / practices are available to ensure the State’s T-MSIS file submissions are compliant with T-MSIS requirements?

**PART III** **KEY RFI EVENTS AND PROCESSES**

## Questions

**1. General Instructions**

1. It is the responsibility of each interested party to examine the entire RFI and to seek clarification, in writing, if they do not understand any information or instructions.
2. Interested parties should use **Appendix B** – Submitted Questions Form – for submission of questions.
3. The Submitted Questions Form must be submitted by e-mail and received by the RFI Coordinator, identified on the cover page of this RFI, as soon as possible but no later than the date and time specified on the RFI cover page.
4. Submitted Questions must include the RFI Number and Title in the subject line of the e-mail. The Department assumes no liability for assuring accurate/complete/on time e-mail transmission and receipt.

**2. Question & Answer Summary**

Responses to all questions will be compiled in writing and posted on the following website: http://www.maine.gov/dafs/bbm/procurementservices/vendors/rfis. It is the responsibility of all interested parties to go to this website to obtain a copy of the Question & Answer Summary. Only those answers issued in writing on this website will be considered binding.

## Submitting the Response

1. **Responses Due**

Responses must be received no later than the date and time listed in the timeline above.

1. **Delivery Instructions**

Responses must be submitted to the RFI Coordinator, via e-mail, listed on the cover page of this RFI document.

1. **Response Format**

Responses to this RFI should be submitted on **Appendix A**. A list of key questions is included within **Appendix A**, and all submissions regardless of format will be reviewed. Respondents are asked to be brief and to respond to as many questions as possible within **Appendix A**.

# **PART IV REVIEW OF RESPONSES RECEIVED**

# **General Information**

1. The Department will review responses received for the purpose of gathering information and market research only. The Department will not score or rate responses received.
2. The Department reserves the right to communicate and/or schedule interviews/presentations with Respondents, if needed, to obtain clarification of information contained in the responses received and/or additional information to enhance marketing research efforts.

**APPENDIX A**

**STATE OF MAINE**

**Department of Health and Human Services**

## RESPONSE SUBMISSION FORM

**RFI# 202408151**

**Comprehensive Solution for Maine’s Transformed Medicaid Statistical Information System (T-MSIS)**

**The response submission form may be obtained in a Word (.docx) format by double clicking on the document icon below.**



**APPENDIX B**

**State of Maine**

**Department of Health and Human Services**

**SUBMITTED QUESTIONS FORM**

**RFI# 202408151**

**Comprehensive Solution for Maine’s Transformed Medicaid Statistical Information System (T-MSIS)**

This form should be used by Respondents when submitting written questions to the RFI Coordinator as defined in Part III of the RFI.

If a question is not related to any section of the RFP, enter “N/A” under the RFI Section & Page Number. Add additional rows as necessary.Submit this document in WORD format, not PDF.

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| **Organization/Responder’s Name:** |  |

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| **RFI Section & Page Number** | **Question** |
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