



STATE OF WASHINGTON
HEALTH CARE AUTHORITY

626 8th Avenue, SE • P.O. Box 45502 • Olympia, Washington 98504-5502

March 20, 2015

TO: David Schumacher, Director
Office of Financial Management

FROM: Dorothy Teeter, Director *Dorothy Teeter*

SUBJECT: 2015 Contingency Planning for State Agency Operations

The Health Care Authority (HCA) has outlined essential staffing needs to ensure continuity of critical programs should circumstances prevent the Legislature from enacting the 2016-17 biennial appropriations for operating, capital and transportation budgets.

HCA assumes that essential portions of the Public Employee Benefits, Medicaid, and Children's Health Insurance Program (CHIP) programs would continue to operate with limited staffing. We have identified essential staff to support these services based on a short term interruption of state government. Should the interruption of state government exceed two (2) weeks, further analysis of essential staffing will be necessary.

HCA Essential Staffing

DIVISION	<2WEEKS	>2WEEKS	OFM CRITERIA
Chief Medical Officer	1	1	4
Eligibility Policy & Service Delivery	50	50	3 & 4
Enterprise Technology Services	8	8	3 & 4
Facilities	1	3	3 & 4
Financial Services	0	6	3 & 4
Health Care Services	7	7	4
Public Employee Benefits	10	10	2
Program & Payment Integrity	10	10	3 & 4
	87	95 *	

**Excludes staffing for adjudicative proceedings; necessary if shutdown exceeds 2 weeks*

- 87 FTEs, if less than 2 weeks = approximately 7.57% of current staffing of 1149 FTEs
- 95 FTEs, if more than 2 weeks = approximately 8.27% of current staffing of 1149 FTEs

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PEB

HCA assumes continuation of public employee benefits business and client care activities. The PEB program funding is non-appropriated.

Medicaid & CHIP

HCA staff would continue to operate the ProviderOne Medicaid payment system. Activities supporting Medicaid enrollee application approval and prior authorization of medically necessary services would continue.

HCA anticipates serious service degradation would occur at the level of staffing noted; customer call services and provider assistance will not occur.

HCA believes certain activities could not be suspended beyond two (2) weeks to ensure compliance with federal and state laws, and to enable continuation of the Medicaid program. This includes resumption of adjudicative proceedings to ensure timely fair hearings for applicants and beneficiaries.

Health Benefit Exchange (HBE)

Please see the enclosed memo from HBE regarding how interruption of state government would affect HBE business.

Should you have questions or seek further clarification regarding the information provided, please feel free to contact me directly at dorothy.teeter@hca.wa.gov or 360-725-1040, or Chief Operations Officer Susan Lucas at susan.lucas@hca.wa.gov or 360-725-1703. Thank you.

DT:crw

Enclosure: HBE Response to State Government Shutdown



March 20, 2015

Susan Lucas
Health Care Authority Chief Operations Officer
626 8th Ave. SE
Olympia, WA 98504

Re: HCA Request for Exchange Contingency Plans

Dear Susan Lucas:

HCA requested HBE to compose a contingency plan in case the Legislature does not pass a budget for the 2015-17 Biennium, resulting in a State shutdown.

The Exchange believes the following areas are critical and must continue to operate even during a State shutdown:

- Enrolling QHP and Medicaid eligible individuals
 - This requires the Healthplanfinder (HPF) to continue to be functioning
 - The Exchange call center will have to remain open
 - Exchange staff responsible for processing payments and enrollment to and from the clients and Issuers (820 and 834 file process).
 - IPA services to enroll individuals in QHPs or Medicaid
 - Fees and costs related to processing payments from clients and Issuers.

The Exchange does have grant funding that can pay for some of the items listed above. The Exchange assumes that the call center and IPAs can be funded by grant funds during July and August only. Bank fees can be funded by grant funds relating to plan year 2015 through December 31, 2015. All other required items cannot be funded by grant funds. These items are deemed to be unallowable under the grant in calendar year 2015.

All other operational functions at the Exchange would be suspended until State funding is available.

Please contact us if you have further questions or comments.

Sincerely,

Edd Giger
Budget and Financial Reporting Manager

P.O. Box 657 | Olympia, Washington 98507
Direct: 360.688.7700 | Fax: 360.586.1177

cc:

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