



Iowa Department of Human Services

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Director

INFORMATIONAL LETTER NO.1126

DATE: May 11, 2012

TO: All Iowa Medicaid Providers

ISSUED BY: Iowa Department of Human Services, Iowa Medicaid Enterprise (IME)

RE: Annual Provider Training 2012

The Iowa Medicaid Enterprise would like to invite all Iowa Medicaid providers to the Annual Provider Training for 2012. Based on the success of last year and in continuing our goal of reaching out to all providers, the IME is pleased to offer sessions in 15 different communities throughout the state. We are also offering two new sessions that we feel will greatly assist providers in their understanding of the Medicaid program.

This year each location will offer four distinct training modules. Each training session will be presented **once** per site over a two day period.

- 1. General Medicaid Policies and Procedures:** An overview of the Medicaid program. This session is intended to familiarize new providers with the program policies and emphasize billing changes within the last year. This session will cover the following topics:
 - General Medicaid policies
 - Billing information and forms
 - Recent and upcoming changes affecting providers
 - General questions and answers
- 2. Documentation Standards:** A review of the Iowa Administrative Code (IAC) Chapters 79.3 and 79.4. This information is important to all provider types, as we discuss the documentation required by the Iowa Administrative Code. *Please note as the IAC remains constant, this training maintains the same information and intent as previous years.*
- 3. Managed Care:** An overview of all the different Managed Care programs that are within the Medicaid program. This is intended to educate providers about the various programs that encompass Managed Care with a section relating to Health Information Technology (HIT) as it pertains to Iowa's incentive payment program. These sessions will cover the following topics:
 - Health Homes
 - Lock-in

- Medipass/HMO option with Meridian
- Iowa Care
- Disease Management
- PACE

4. Home and Community Based Services (HCBS) Waiver and Habilitation: An overview of all HCBS Waiver programs, including Habilitation, under Iowa Medicaid. This session is intended to educate providers on the general waiver processes and provider responsibilities with Iowa Medicaid. The module will include a discussion on Case Manager and IME interactions and a specific segment relating to the Individual Consumer Directed Attendant Care (CDAC) providers. These sessions will include the following topics:

- Overview of each waiver program
- Waiver provider responsibilities
- Consumer Directed Attendant Care (CDAC)
- Upcoming code conversion

Registration: Once again the IME is using an online registration tool to prevent overbooking of the training sessions, and to simplify the sign-in process at each venue. Each individual training session will have its own registration form.

- If you are unable to complete the online registration form because you do not have internet access, please contact the Provider Services Unit 1-800-338-7909, locally 515-256-4609 or by email at imeproviderservices@dhs.state.ia.us and a representative will complete a form on your behalf.
- If you are unable to register because a session is fully booked, please review the schedule of the site sessions for a different location near your community.
- **Each attendee must register for each session(s).** For example, if you plan to attend General Policies and Procedures in the morning and Waiver in the afternoon you must complete **two** (2) registration forms.

Please plan on attending your selected session(s). You will only be contacted by the IME if we are unable to accommodate your request(s). Actual session end times will be dependent on the need of each particular session. The time frames provided are an estimate, and we ask you to plan accordingly. There is no cost to attend these sessions.

How to Register:

Listed on the following pages are the dates, times and locations of the Annual Training 2012 sessions. All providers are welcome to attend both morning and afternoon sessions. Please go to our website at www.ime.state.ia.us/Providers/ATRegistration.html to complete the online Annual Training Registration form.

Site Information: Listed below are the dates, times, and Locations of the Annual Training 2012 sessions.

Daily Schedule

DAY	9:00am-12:00pm*	1:00pm-3:30pm*
Monday	General Policies & Procedures	Managed Care
Tuesday	HCBS Waiver	Documentation Standards
Wednesday	General Policies & Procedures	Managed Care
Thursday	HCBS Waiver	Documentation Standards

***Session times may vary depending on attendee participation**

Schedule and Location Information

Venue	Dates	Address/Location	Additional Information
Ottumwa	June 4 & 5	Indian Hills Community College 623 Indian Hills Dr Ottumwa, IA 52501	Room 121/122 (Advanced Technology Building); Parking : West Lot-Visitor.
Cedar Rapids	June 6 & 7	Kirkwood Community College 7725 Kirkwood Boulevard SW Cedar Rapids, IA 52404	Hotel Auditorium
Council Bluffs	June 18 & 19	Iowa Western Community College 2700 College Rd Council Bluffs, IA 51503	Looft Hall Auditorium; Visitor Parking
Red Oak	June 20 & 21	Montgomery Co. Hospital 2301 Eastern Ave Red Oak, IA 51566	Conference Center; Park: designated "visitor" parking
Burlington	June 25 & 26	Memorial Auditorium 200 Front St. Burlington, IA 52601	Banquet Room A; Parking: where available

Bettendorf	June 27 & 28	Scott Community College 500 Belmont Rd. Riverdale, IA 52722	Student Life Center
Waterloo	July 9 & 10	Hawkeye Community College 1501 E. Orange Rd Waterloo, IA 50704	Tama Hall; Room 107A/ 107B; Visitor Parking
Dubuque	July 11 & 12	Northeast Iowa Community 680 Main St. Dubuque, IA 52001	Room 106A/106B; Parking:Ramps or Meters
Sioux City	July 16 & 17	Western Iowa Tech Community College 4647 Stone Ave Sioux City, IA	Auditorium (Cargill D103); Parking: Lot 4- Entrance 14
Sheldon	July 18 & 19	Northwest Iowa Community College 603 West Park Street Sheldon, IA 51201	Room 116/119A Parking: Visitors lots only
Storm Lake	July 30 & 31	Buena Vista University 610 West 4 th Street Storm Lake, IA 50588	Dows Conference Center (Buena Vista); Parking in Block K
Fort Dodge	August 1 & 2	Iowa Central Community College 1 Triton Circle Fort Dodge, IA 50501	Applied Science & Tech Building Room 107; Visitor Parking
Mason City	August 6 & 7	North Iowa Area Community College 500 College Drive Mason City, IA 50401	McAllister Hall Room 104G; Visitor Parking
West Union	August 8 & 9	West Union Country Club Echo Valley Rd West Union, IA 52175	Meeting Room
Des Moines	August 20- 23	Wallace Building 502 E. 9th St. Des Moines, IA 50309	Main Auditorium Parking: Ramps down the street or Visitor Lots.