

Qualified Health Plan (QHP) Network Adequacy and Essential Community Providers (ECP) Template and ECP Tool Demo

April 30, 2019



2019 Qualified Health Plan (QHP) Series

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Intended Audience

- The ECP Tool Demo and Network Adequacy presentation is applicable to medical QHPs and Stand-alone Dental Plans (SADPs) in the Federally-facilitated Exchanges (FEEs), and State Partnership Exchanges (SPEs).
- This presentation is not applicable State-based Exchanges on the Federal Platform (SBEs-FP).

Agenda

- Session Guidelines
- Key Dates
- QHP Plan Year (PY20) – ECP/ Network Adequacy Template Overview and ECP Tool Demo
- Question & Answer (Q&A) Session
- Resources
- Closing Remarks

Session Guidelines

- This is a 60-minute session.
- This webinar will provide an opportunity for Center for Consumer Information and Insurance Oversight (CCIIO) PM Subject Matter Experts (SMEs) to provide a demonstration of the ECP Tool and an overview of Network Adequacy.
- For questions regarding content, contact the Centers for Medicare & Medicaid Services (CMS) Help Desk by email at: CMS_FEPS@cms.hhs.gov or by phone at: (855) 267-1515.
- For questions regarding logistics and registration, contact the Registrar at: (800) 257-9520.

Additional Webinar Sessions

All questions regarding Enrollment or External Data Gathering Environment (EDGE) Server can be addressed during the following webinar sessions:

Program Area	Day	Time (ET)
Enrollment	Mondays (Bi-Weekly)	12:00 p.m. – 1:00 p.m.
EDGE Server	Tuesdays	11:30 a.m. – 1:00 p.m.

Please register if you wish to participate, even if you have registered for a previous series. For registration and additional information on CMS' webinar series, please log in to <https://www.REGTAP.info>.

Upcoming Key Dates for PY19 QHP Certification

Date	Category	Activity
Prior to May 16, 2019	Plan Data Change	PY19 April Data Correction Window (DCW) Approximate Data Refresh Date

Upcoming Key Dates for PY20 QHP Certification

Date	Category	Activity
April 25 – June 19, 2019	QHP Certification	PY20 QHP Application Initial Submission Window
Wednesday, May 22, 2019	QHP Certification	Deadline for Issuers to Submit Templates for the PY20 Optional Early Bird Review Round

Announcements

QHP PY20 – ECP/ Network Adequacy Template Overview and ECP Tool Demo

Introduction

- **The purpose of this presentation is to provide issuers with PY20 updates to the following:**
 - Review Network Adequacy Policy
 - Refresh understanding of the ECP/Network Adequacy Template for issuers operating in the Marketplace
 - Demonstrate ECP tools for QHP and SADP reviews
- **Intended Audience:**
 - Experienced issuers using the Issuer Module from last year
 - New Issuers interested in a high level discussion of the ECP/NA Template and ECP Tool

PY20 Network Adequacy Review

PY20 Network Adequacy Reviews

- CMS will continue to verify that provider networks are adequate using a three-pronged network adequacy review approach. Issuers will be classified into one of three (3) prongs based on the state in which they are offering plans and accreditation status.
- CMS will continue to defer to states that are determined to have a sufficient network adequacy review process. This is defined as states with the authority to enforce standards that are at least equal to the “reasonable access standard” defined in 156.230 and means to assess issuer network adequacy. For PY20, CMS has determined that all states have adequate network review authority.

PY20 Network Breadth Pilot

- Network Breadth evaluates the breadth of provider networks and assigns a classification to display information on HealthCare.gov on the relative size of provider networks for plans in three (3) specialty* areas: Primary Care Physician (PCP) Adult, PCP Pediatric, and General Acute Care Hospital.
- Ratings are assigned based on “Provider Participation Rates” (PPR) - defined as the servicing providers for one (1) issuer/network/county/specialty combination divided by the total number of QHP servicing providers for that county and specialty. A “servicing provider” is any provider that is within the time and distance standards of the beneficiaries of a county - can either be in the county or a surrounding county.
- Thresholds are used to establish three (3) network ratings:
 - Basic: < 30%
 - Standard: $\geq 30\%$ to < 70%
 - Broad: $\geq 70\%$
 - Not Applicable: assigned to counties with only one (1) issuer and network

*NB for Adult Primary Care is based on the following specialties: 001 General Practice, 002 Family Medicine, and 003 Internal Medicine. For Pediatric Primary Care, it is based on specialty 101 Pediatrics, and for Hospitals it is based on 040 Hospitals.

PY20 ECP/NA Template Overview

Summary of ECP/NA Template

- The ECP/Network Adequacy Template gives users the ability to link each provider (ECP or Network Adequacy) with the network with which it is associated.
- PY20 updates include:
 - Updated template header for PY20
 - Updated the supported versions of Microsoft Excel
 - Updated ECP reference data to Final for PY20
 - Added new field titled “Hospital Bed Count” that displays within ‘Select ECPs’ and ‘Facility ECPs’ tabs
 - Removed “Facility Type” field within ‘Facility ECPs’ tab to decrease issuer burden

ECP/NA Template Version 9.0

The ECP/Network Adequacy Template has been updated to Version 9.0 for PY20.

2020 ECP/Network Adequacy Template v9.0
User Control & Details for Template

Issuer Information

Issuer ID:*	
Source System:*	
State:*	
Is this an Alternate ECP Standard Issuer?*	No

Actions

1. Create New Provider Tab

Please enter all **Issuer Information** above before creating a new tab.

A. New Individual Provider (MD/DO) Tab

Create Individual (MD/DO) Tab

B. New Facility, Pharmacy, Non-MD/DO Tab

Create Facility, Pharmacy, Non-MD/DO Tab

2. Import Network IDs

Click the Import Network IDs button to import a list from the Network ID template.

Import Network IDs

3. Validate Data

WARNING: Importing Network IDs may take several minutes. Depending on data size, validation may take several minutes.

Validate

4. Create Supporting Documents

Perform data validation & export data to XML files.

Create Documents

5. Delete an Existing Tab?

Refer to Column P on this tab if you would like to delete an existing tab.

Notes & Instructions

1. Enter all **Issuer Information**, then create a new tab using the buttons below to enter data

2. Ensure automatic calculation is turned on. Formulas -> Calculation Options -> Automatic

3. Data can be entered manually or Copy & Pasted into each tab

4. All fields with an asterisk (*) are required

5. Validate data (using the "Validate" button below) after entering in all information

Exporting Data:

1. Data must pass all validation checks before being exported. Any invalid entries will be displayed in the 'Errors' tab and must be corrected.

2. Click "Create Documents" to export data from all provider tabs.

3. When prompted, select the folder in which you wish to save the files.

4. All files will be saved as XML files.

Warning: Files larger than 50mb cannot be uploaded to HIOS/SERFF. Please ensure that each exported XML file is less than 50mb. On average, tabs with less than 100,000 records should be okay.

Validation Status

Incomplete

User Control

Select ECPs

Facility ECPs

Individual ECPs

Specialty Types

Cour

 **CMS**
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System Requirements

For PY20, the ECP/NA Template has been updated to work with Microsoft Excel 2013 and 2016.

Browser Requirements

- Internet Explorer 11
- Firefox 62.0

Excel Requirements

- Microsoft 2013
- Microsoft 2016

Using the ECP/NA Template

Template ECP Population Logic Refresher

- When the issuer selects ECPs from the 'Select ECPs' tab, the template will auto-populate the 'Individual ECPs' and 'Facility ECPs' tabs based on the total number of medical and dental full-time equivalent staff (FTEs) available at the facility. If the selected provider is an inpatient hospital ECP, the template will auto-populate the 'Facility ECPs' tab and display hospital bed counts, rather than FTEs.
 - If the total number of FTEs for a selected provider is 0-1, then the ECP will populate as an 'Individual ECP.'
 - If the total number of FTEs or hospital beds for a selected provider is greater than one (1), then the ECP will populate as a 'Facility ECP.'
- In both the 'Individual ECPs' and 'Facility ECPs' tabs:
 - The field 'Number of Medical FTEs' reflects the number of MDs, DOs, PAs, and NPs available at the facility that has contracted with the issuer.
 - The field 'Number of Dental FTEs' reflects the number of DMDs and DDSs available at the facility that has contracted with the issuer.
- In the 'Select ECPs' and 'Facility ECPs' tabs:
 - For PY2020, a new field 'Hospital Bed Count' displays within the 'Select ECPs' tab and 'Facility ECPs' tabs. This 'Hospital Bed Count' field reflects the number of staffed hospital beds available at the inpatient hospital that has contracted with the issuer.

Final PY20 ECPs

Navigate to the **Select ECPs** tab to view the Final PY20 Essential Community Providers List. The list can be filtered by each field (e.g., filter to include only providers from applicable state).

Show All ECPs								
Clear All								
Show Selected ECPs								
Insert Selected ECPs								
Add ECP?	Row Number	Site Name	Organization Name	National Provider Identifier	ECP Category (General ECP Standard Issuers Only)	Hospital Bed Count	Number of Medical FTEs	Number of Dental FTEs
	2000002	Adak Medical Clinic	EASTERN ALEUTIAN TRIBES, INC. (	1285796094	Community Mental Health Centers, Dental	0	8	1
	2000003	Akhiok Village Clinic	KODIAK AREA NATIVE ASSOCIATI	1205883907	Dental Providers, Federally Qualified Heal	0	1	1
	2000004	Yukon-Kuskokwim Health Corpor	Yukon-Kuskokwim Health Corpor	1447477815	Indian Health Service, Other ECP Providers	0	1	0
	2000005	Yukon-Kuskokwim Health Corpor	Yukon-Kuskokwim Health Corpor	1447477815	Indian Health Service, Other ECP Providers	0	1	0
	2000006	ANESIA KUDRIN MEMORIAL CLINIC	Eastern Aleutian Tribes, Inc.	1558423392	Community Mental Health Centers, Dental	0	1	1
	2000007	Yukon-Kuskokwim Health Corpor	YUKON-KUSKOKWIM HEALTH COF	1447477815	Indian Health Service, Other ECP Providers	0	1	0
	2000008	ALLAKAKET HEALTH CLINIC	Tanana Chiefs Conference (DENA	1821201278	Community Mental Health Centers, Dental	0	0.2	0.02
	2000009	SVT Health & Wellness	SELDOVIA VILLAGE TRIBE	1336178847	Federally Qualified Health Centers, Rural F	0	1	0
	2000010	Quyana Club House	Southcentral Foundation	1144274986	Other ECP Providers, Tribal Health Program	0	0.9	0
	2000011	Pediatric Cardiology of Alaska	Pediatric Cardiology of Alaska	1528203551	Other ECP Providers	0	2	0
	2000012	Bleeding Disorder Center of Alaska	Providence Medical Group	1093956278	Hemophilia Treatment Centers	0	5	0
	2000013	The Pathway Home	Southcentral Foundation	1639102882	Inpatient Hospitals (other than children's h	30	0	0
	2000014	Anchorage Health Center	Planned Parenthood of the Great	1083700686	Family Planning Providers, Sexually Transn	0	2	0
	2000015	Dena A Coy Residential	Southcentral Foundation	1184678559	Inpatient Hospitals (other than children's h	14	0	0
	2000016	Alaska Native Medical Center (inc	Alaska Native Tribal Health Cons	1437368891	Indian Health Service, Inpatient Hospitals (	167	0	0
	2000017	Alaska Native Medical Center (mu	Alaska Native Tribal Health Cons	1437368891	Dental Providers, Family Planning Provider	0	1	14

User Control

Select ECPs

Facility ECPs

Individual ECPs

Specialty Types

County Names

HPSA

Errors

Populating ECPs

Double click on an ECP row to select it. Click the **Insert Selected ECPs** button to populate the ECP into either the Facility ECPs or Individual ECPs tab.

	A	B	C	D	E	F	G	H	I					
	Show All ECPs			Clear All		Show Selected ECPs		Insert Selected ECPs						
1														
	Add ECP?	Row Number	Site Name	Organization Name	National Provider Identifier	ECP Category (General ECP Standard Issuers Only)	Hospital Bed Count	Number of Medical FTEs	Number of Dental FTEs					
2														
3		2000002	Adak Medical Clinic	EASTERN ALEUTIAN TRIBES, INC. (	1285796094	Community Mental Health Centers, Dental	0	8	1					
4		2000003	Akhiok Village Clinic	KODIAK AREA NATIVE ASSOCIATI	1205883907	Dental Providers, Federally Qualified Heal	0	1	1					
5		2000004	Yukon-Kuskokwim Health Corpor	Yukon-Kuskokwim Health Corpor	1447477815	Indian Health Service, Other ECP Providers	0	1	0					
6		2000005	Yukon-Kuskokwim Health Corpor	Yukon-Kuskokwim Health Corpor	1447477815	Indian Health Service, Other ECP Providers	0	1	0					
7		2000006	ANESIA KUDRIN MEMORIAL CLINIC	Eastern Aleutian Tribes, Inc.	1558423392	Community Mental Health Centers, Dental	0	1	1					
8		2000007	Yukon-Kuskokwim Health Corpor	YUKON-KUSKOKWIM HEALTH COF	1447477815	Indian Health Service, Other ECP Providers	0	1	0					
9		2000008	ALLAKAKET HEALTH CLINIC	Tanana Chiefs Conference (DENA	1821201278	Community Mental Health Centers, Dental	0	0.2	0.02					
10		2000009	SVT Health & Wellness	SELDOVIA VILLAGE TRIBE	1336178847	Federally Qualified Health Centers, Rural H	0	1	0					
11		2000010	Quyana Club House	Southcentral Foundation	1144274986	Other ECP Providers, Tribal Health Program	0	0.9	0					
12		2000011	Pediatric Cardiology of Alaska	Pediatric Cardiology of Alaska	1528203551	Other ECP Providers	0	2	0					
13		2000012	Bleeding Disorder Center of Alaska	Providence Medical Group	1093956278	Hemophilia Treatment Centers	0	5	0					
14		2000013	The Pathway Home	Southcentral Foundation	1639102882	Inpatient Hospitals (other than children's h	30	0	0					
15		2000014	Anchorage Health Center	Planned Parenthood of the Great	1083700686	Family Planning Providers, Sexually Transn	0	2	0					
16		2000015	Dena A Coy Residential	Southcentral Foundation	1184678559	Inpatient Hospitals (other than children's h	14	0	0					
17		2000016	Alaska Native Medical Center (ing	Alaska Native Tribal Health Cons	1437368891	Indian Health Service, Inpatient Hospitals (	167	0	0					
18		2000017	Alaska Native Medical Center (mu	Alaska Native Tribal Health Cons	1437368891	Dental Providers, Family Planning Provider	0	1	14					
	<	>	User Control	Select ECPs	Facility ECPs	Individual ECPs	Specialty Types	County Names	HPSA	Errors	+	:	<	>

Select ECPs Tab Buttons

There are four (4) buttons on the Select ECPs tab:

- **Show All ECPs** clears all filters to show the original list
- **Clear All** unselects all ECPs (so that no rows are highlighted)
- **Show Selected ECPs** filters the list to include only selected ECPs (so that only highlighted rows are shown)
- **Insert Selected ECPs** populates ECPs into the Facility ECPs and Individual ECPs tabs

A	B	C	D	E	F	G	H	I
	Show All ECPs				Clear All			
	Show Selected ECPs				Insert Selected ECPs			
Add ECP?	Row Number	Site Name	Organization Name	National Provider Identifier	ECP Category (General ECP Standard Issuers Only)	Hospital Bed Count	Number of Medical FTEs	Number of Dental FTEs
☐								
☒	2000002	Adak Medical Clinic	EASTERN ALEUTIAN TRIBES, INC.	1285796094	Community Mental Health Centers, Dental	0	8	1
☐	2000003	Akhiok Village Clinic	KODIAK AREA NATIVE ASSOCIATION	1205883907	Dental Providers, Federally Qualified Health Centers	0	1	1
☐	2000004	Yukon-Kuskokwim Health Corporation	Yukon-Kuskokwim Health Corporation	1447477815	Indian Health Service, Other ECP Providers	0	1	0
☐	2000005	Yukon-Kuskokwim Health Corporation	Yukon-Kuskokwim Health Corporation	1447477815	Indian Health Service, Other ECP Providers	0	1	0
☐	2000006	ANESIA KUDRIN MEMORIAL CLINIC	Eastern Aleutian Tribes, Inc.	1558423392	Community Mental Health Centers, Dental	0	1	1

ECP Population Logic

ECPs in the 'Select ECPs' tab will populate based on the total number of Full-time Equivalent (FTEs) (Medical and Dental) or hospital beds.

- If the total number of FTEs for a selected provider is 0-1, then the ECP will populate as an Individual ECP.
- If the total number of FTEs or hospital beds for a selected provider is greater than one (1), then the ECP will populate as a Facility ECP.

	National Provider Identifier	ECP Category (General ECP Standard Issuers Only)	Hospital Bed Count	Number of Medical FTEs	Number of Dental FTEs
2					
94	1912954272	Rural Health Clinics, Tribal Health Program	0	0.92	0
95	1942284765	Dental Providers, Other ECP Providers, Trib	0	38	11
96	1205255957	Federally Qualified Health Centers	0	1	0
97	1083700686	Family Planning Providers, Sexually Transm	0	2	0
98	1891849261	Inpatient Hospitals (other than children's h	57	0	0
99	1114973849	Federally Qualified Health Centers, Indian	0	1	0

Individual
 Facility
 Individual
 Facility
 Facility
 Individual

Completing ECP Tabs

After populating ECPs, complete all remaining blank fields in the Facility ECPs and Individual ECPs tabs (i.e., Specialty Types, Network IDs, FTEs or Bed Count).

	A	B	C	D	E	F
1			Select All	Clear All	Remove Selected ECPs and Blank Rows	
2	Remove ECP?	Row Number	National Provider Identifier (NPI)*	Facility Name*	Provider Name*	ECP Category (General ECP Standard Issue
3						Click here to select Community Mental Health Centers, Dent Providers, Family Planning Providers, Fe Qualified Health Centers, Rural Health C Ryan White Providers, Sexually Transmit Disease Clinics, Tribal Health Program op under P.L. 93-638
4		2000002	1285796094	EASTERN ALEUTIAN TRIBES, INC. (EAT)	Adak Medical Clinic	
5		2000003	1205883907	KODIAK AREA NATIVE ASSOCIATION (KANA)	Akhiok Village Clinic	Dental Providers, Federally Qualified He Centers, Indian Health Service, Rural He
6						

Facility ECPs and Individual ECPs Tabs – Removing Blank Rows

Blank rows can be removed from the Facility ECPs and Individual ECPs tabs by clicking the 'Remove Selected ECPs and Blank Rows' button.

	A	B	C	D	E
1			Select All	Clear All	Remove Selected ECPs and Blank Rows
2	Remove ECP?	Row Number	National Provider Identifier (NPI)*	Facility Name*	Provider Name*
3					
4		2000002	1285796094	EASTERN ALEUTIAN TRIBES, INC. (EAT)	Adak Medical Clinic
5	REMOVE	2000003	1205883907	KODIAK AREA NATIVE ASSOCIATION (KANA)	Akhiok Village Clinic

Facility ECPs and Individual ECPs Tabs – Buttons

The Facility ECPs and Individual ECPs Tabs have the following buttons:

- **Select All** selects each populated row (highlights all rows).
- **Clear All** unselects each populated row (un-highlights all rows).
- **Remove Selected ECPs and Blank Rows** removes highlighted rows and blank rows.

	A	B	C	D	E
1			Select All	Clear All	Remove Selected ECPs and Blank Rows
2	Remove ECP?	Row Number	National Provider Identifier (NPI)*	Facility Name*	Provider Name*
3					
4		2000002	1285796094	EASTERN ALEUTIAN TRIBES, INC. (EAT)	Adak Medical Clinic

Network Adequacy Tabs

In order to populate Network Adequacy tabs, click the **Create Individual (MD/DO) Tab** and **Create Facility, Pharmacy, Non-MD/DO Tab** buttons on the User Control tab.

2020 ECP/Network Adequacy Template v9.0
User Control & Details for Template

Issuer Information	
Issuer ID:*	
Source System:*	
State:*	
Is this an Alternate ECP Standard Issuer?*	No

Notes & Instructions

1. Enter all **Issuer Information**, then create a new tab using the buttons below to enter data
2. Ensure automatic calculation is turned on. Formulas -> Calculation Options -> Automatic
3. Data can be entered manually or Copy & Pasted into each tab
4. All fields with an asterisk (*) are required
5. Validate data (using the "Validate" button below) after entering in all information

Exporting Data:

1. Data must pass all validation checks before being exported. Any invalid entries will be displayed in the 'Errors' tab and must be corrected.
2. Click "Create Documents" to export data from all provider tabs.
3. When prompted, select the folder in which you wish to save the files.
4. All files will be saved as XML files.

Warning: Files larger than 50mb cannot be uploaded to HIOS/SERFF. Please ensure that each exported XML file is less than 50mb. On average, tabs with less than 100,000 records should be okay.

Validation Status
Incomplete

Actions

1. **Create New Provider Tab**
Please enter all **Issuer Information** above before creating a new tab.
A. New Individual Provider (MD/DO) Tab
Create Individual (MD/DO) Tab
B. New Facility, Pharmacy, Non-MD/DO Tab
Create Facility, Pharmacy, Non-MD/DO Tab
2. **Import Network IDs**
Click the Import Network IDs button to import a list from the Network ID template.
Import Network IDs
3. **Validate Data**
Depending on data size, validation may take several minutes.
Validate
4. **Create Supporting Documents**
Perform data validation & export data to XML files.
Create Documents
5. **Delete an Existing Tab?**
Refer to Column P on this tab if you would like to delete an existing tab.

User Control | Select ECPs | Facility ECPs | Individual ECPs | Specialty Types | Cour

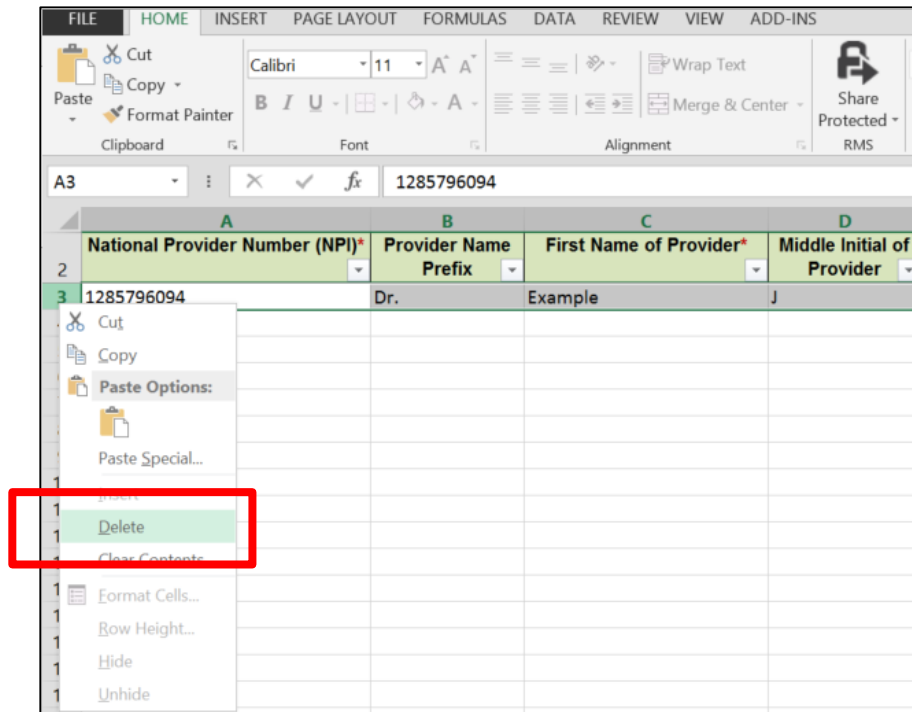
Completing Network Adequacy Tabs

After creating Network Adequacy Tabs ('Individual Providers' and 'Facilities & Pharmacies'), complete all fields for each provider.

	A	B	C	D
2	National Provider Number (NP)	Facility Name*	Facility Type*	Street Address*
3				
4				
5				
6				

Removing Blank Rows – NA Tabs

Blank rows can be removed from the Individual Providers and Facilities & Pharmacies tabs by right-clicking and deleting the row (standard Microsoft Excel functionality).



NOTE: Entered Addresses Must Be Physical Location

Addresses entered in the ECP/Network Adequacy Template are required to be the physical location where the provider practices and the enrollee will receive services. P.O. Boxes, corporate office addresses, etc. should not be entered and will be flagged if identified during QHP Application review.

Street Address*	Street Address 2	City*	State*	County*	Zip*
P.O. Box 571		Juneau	AK	Juneau	99801

Incorrect! P.O. Boxes
should not be entered!

Finalizing Template

After entering data, click the **Validate** button to confirm that the data have no data validation errors.

Then click the **Create Documents** button to generate a zip file that will later be uploaded as part of data submission.

2020 ECP/Network Adequacy Template v9.0

User Control & Details for Template

Issuer Information

Issuer ID:*	
Source System:*	
State:*	
Is this an Alternate ECP Standard Issuer?*	No

Notes & Instructions

1. Enter all Issuer Information, then create a new tab using the buttons below to enter data
2. Ensure automatic calculation is turned on. Formulas -> Calculation Options -> Automatic
3. Data can be entered manually or Copy & Pasted into each tab
4. All fields with an asterisk (*) are required
5. Validate data (using the "Validate" button below) after entering in all information

Exporting Data:

1. Data must pass all validation checks before being exported. Any invalid entries will be displayed in the "Errors" tab and must be corrected.
2. Click "Create Documents" to export data from all provider tabs.
3. When prompted, select the folder in which you wish to save the files.
4. All files will be saved as XML files.

Warning: Files larger than 50mb cannot be uploaded to HIOS/SERFF. Please ensure that each exported XML file is less than 50mb. On average, tabs with less than 100,000 records should be okay.

Validation Status
Incomplete

Actions

1. **Create New Provider Tab**
Please enter all Issuer Information above before creating a new tab.

A. New Individual Provider (MD/DO) Tab

Create Individual (MD/DO) Tab

B. New Facility, Pharmacy, Non-MD/DO Tab

Create Facility, Pharmacy, Non-MD/DO Tab
2. **Import Network IDs**
Click the Import Network IDs button to import a list from the Network ID template.

Import Network IDs
3. **Validate Data**
*Validate information entered into all tabs. **WARNING:** Depending on data size, validation may take several minutes.*

Validate
4. **Create Supporting Documents**
Perform data validation & export data to XML files.

Create Documents
5. **Delete an Existing Tab?**
Refer to Column P on this tab if you would like to delete an existing tab.

User Control

Select ECPs | Facility ECPs | Individual ECPs | Specialty Types | Cour

Errors Tab

The **Errors Tab** lists any errors that were found as part of validations after clicking the **Validate** or **Create Documents** buttons.

A		B		C	
Below are the validation errors that were identified in the submitted data. Please correct these errors. You must have a valid template before you can export data to XML files. Select the Cell address that is underlined and highlighted in blue to navigate to the specified error.					
Important Note: If one or more rows are deleted in a provider tab or data is reorganized, cell hyperlinks in that tab may no longer be accurate. Please re-run the data validation on the 'User Control' tab to refresh the hyperlinks if this occurs.					
1					
2	Tab	Cell	Validation Error Message		
3	Facility ECPs	\$KS3	The entered State is invalid. Please only select a state that is available in the state drop-down box. Only enter information for providers that are located in or contiguous to the issuer's state (entered on the 'User Control' tab). Information for providers in other states cannot be submitted. If this is an ECP added from the Select ECPs tab, then this ECP is not allowed for your state and should be removed.		
4	Facility ECPs	\$NS3	It appears that the Network ID field is empty for this record. Network ID is a required field and cannot be blank. Please enter one or more valid Network IDs or remove this record.		
5	Facility ECPs	\$OS3	This is a required field and cannot be blank.		

ECP/NA Template Reminders

- In both the “Individual ECPs” and “Facility ECPs” tabs:
 - The field “Number of Medical FTEs” reflects the number of contracted MDs, DOs, PAs, and NPs at the respective ECP facility and must be no greater than the number reported by the provider as reflected on the “Select ECPs” tab.
 - The field “Number of Dental FTEs” reflects the number of contracted DMDs and DDSs at the respective ECP facility and must be no greater than the number reported by the provider as reflected on the “Select ECPs” tab.
- In the “Facility ECPs” tab:
 - The field “Hospital Bed Count” reflects the number of staffed hospital beds at the respective ECP facility and must be no greater than the number reported by the provider as reflected on the “Select ECPs” tab.

ECP Write-in Reminders and Rolling Draft ECP List

- For PY20, the ECP write-in process will continue to be available to issuers for counting toward the issuer's satisfaction of the 20 percent ECP standard only for the issuer that:
 - Selects the provider from the HHS Available ECP Write-in List for PY20; and
 - Writes in the provider on its ECP Write-in Worksheet by no later than August 21, 2019.
- Rolling Draft HHS ECP List
 - The Rolling Draft HHS ECP List reflects CCIIO's continually updated list of approved ECPs (updated monthly) that includes previously approved ECPs and newly available ECP write-ins for PY20 (i.e., providers that have submitted an online ECP petition that has been approved by CCIIO).
 - Issuers may view this active list at any time via the online ECP petition site at: https://data.healthcare.gov/ccio/ecp_petition. Click the button beside question 6 to check for providers on the list.

Refresher on ECP Tools for PY20 QHP and SADP Reviews

Benefits of Using the ECP Review Tool

- Speeds up reviews
 - Example: Provides the ability to review a large volume of submitted ECPs to identify service areas that do not meet the 20 percent ECP standard.
- Quick and efficient way to identify concerns that may not easily be found through hands-on ECP review.
 - Example: Identifies any ECPs that fall outside of the issuer's service area.
- Allows for easier comparison of contracted ECPs across the ECP categories.
 - Example: Identifies ECP categories for which an issuer has not yet contracted to satisfy the ECP category per county contract offering requirement

Benefits of Using the ECP Review Tool (continued)

- Includes allowable ECP write-ins to count toward an issuer's satisfaction of the 20 percent ECP standard only for the issuer that writes in the ECP on its ECP write-in worksheet.
 - Available write-in providers are those that appear on the HHS Available ECP Write-in List for PY20 by having submitted an ECP petition to HHS no later than the deadline for issuer submission of changes to the QHP application.
 - The “Available ECP Write-in List” appears as a tab within the tools so that ECPs on an issuer's ECP Write-in Worksheet can be imported into the tools and counted toward satisfaction of the 20 percent ECP standard.

Live Demo

- QHP(medical) ECP Tool
- Stand-alone Dental Plan (SADP) ECP Tool

Deficiencies and Justifications

- As in previous years, if an issuer's application does not satisfy the ECP standard, the issuer would be required to include as part of its application for QHP certification a satisfactory narrative justification describing how the issuer's provider networks, as presently constituted,
 - Provide an adequate level of service for low-income and medically underserved individuals
 - How the issuer plans to increase ECP participation in its provider networks in future years
- At a minimum, a narrative justification would include:
 - Number of contracts offered to ECPs for the PY20
 - Number of additional contracts an issuer expects to offer and the timeframe
 - Names of the specific ECPs to which the issuer has offered contracts that are still pending
 - Contingency plans for how the issuer's provider network, as currently designed, would provide adequate care to enrollees who might otherwise be cared for by relevant ECP types that are missing from the issuer's provider network

Deficiencies and Justifications

- Additional justification examples would include:
 - A medical facility that appears on the Final 2020 ECP List but has recently closed or no longer provides dental services (the latter being an example of a justification for an SADP issuer).
 - A medical facility that appears on the Final 2020 ECP List but has indicated that it no longer contracts with any Marketplace plans.

Where to Find Tools, User Guides, and References

- CMS has posted the Review Tools at the following location:
 - <https://www.ghpcertification.cms.gov/s/Review%20Tools>
- The ECP/NA Template and Instructions can be found at the following location:
 - <https://www.ghpcertification.cms.gov/s/ECP%20and%20Network%20Adequacy>

Open Q&A Session

Questions?

- To submit or withdraw questions by phone:
 - *To submit a question, dial “star(*) pound(#)” on your phone’s keypad.*
 - *To withdraw a question, dial “star(*) pound(#)” on your phone’s keypad.*
- To submit questions by webinar:
 - *Type your question in the text box under the “Q&A” tab and click “Send.”*

Submission of Inquiries

Users/Issuers can contact:

- **CMS Help Desk** with questions about specific situations, the Federal Templates and their functionality and Health Insurance Oversight System (HIOS)
 - **Call: 855-CMS-1515**
 - **Email: CMS_FEPS@cms.hhs.gov**
- **National Association of Insurance Commissioners (NAIC)** with questions about state requirements/System for Electronic Rate and Form Filing (SERFF)
 - **Email: serffplanmgmt@naic.org**

Best Practices- Submitting Help Desk Tickets

- Include HIOS ID, issuer state and issuer legal name.
- Include screenshots or attach templates when asking about an error or issue with the template.
- Submit separate Help Desk requests for different, unrelated questions.
- Put the question in the body of the email; do not attach Excel or Word documents with lists of questions.
- Identify or note whether a question is for the SHOP or Individual Exchange.

HIOS User Group Conference Call

- HIOS User Group Conference Call occurs every Wednesday from 2:00 p.m. to 3:30 p.m. Eastern Time (US & Canada) (GMT-05:00)
- Call Access: 1-888-455-8828; Passcode: 6714482

Plan Management Webinar Dates

The QHP May Webinar sessions occur on Tuesdays and Thursdays as shown below:

Date	Day	Time (ET)	Topic
05/02/19	Thursday	1:00 p.m. – 2:00 p.m.	Master Review Tool & Cost Sharing Review Tool
05/07/19	Tuesday	3:00 p.m. – 4:00 p.m.	QHP Submission Tips
05/09/19	Thursday	1:00 p.m. – 2:00 p.m.	PY20 Plan ID Crosswalk Template for Automatic Re-Enrollment and Patient Safety
05/14/19	Tuesday	3:00 p.m. – 4:00 p.m.	PY20 Data Integrity Tool
05/16/19	Thursday	1:00 p.m. – 2:00 p.m.	Allowable Data Corrections & Certification Timeline Refresher
05/21/19	Tuesday	3:00 p.m. – 4:00 p.m.	Open Q&A
05/23/19	Thursday	1:00 p.m. – 2:00 p.m.	Non-Discrimination Benefit Review Tool
05/30/19	Thursday	1:00 p.m. – 2:00 p.m.	PM Community: Corrections Released in the Community and What to Expect for Early Bird Review Results

Resources for QHP Plan Maintenance and Certification

Resource	Resource Link
CMS Regulations and Guidance	https://www.cms.gov/CCIIO/Resources/Regulations-and-Guidance/index.html
Qualified Health Plan (QHP) Application Materials	https://www.qhpcertification.cms.gov/s/Application%20Materials
QHP Application Review Tools	https://www.qhpcertification.cms.gov/s/Review%20Tools
Registration for Technical Assistance Portal (REGTAP)	https://REGTAP.info
Health Insurance Oversight System (HIOS)	https://portal.cms.gov/wps/portal/unauthportal/home/
System for Electronic Rate and Form Filing (SERFF)	https://login.serff.com/

Commonly Used Acronyms

Acronym	Definition
AV	Actuarial Value
BHP	Basic Health Program
ECP	Essential Community Provider
EHB	Essential Health Benefit
EIDM	Enterprise Identity Management
FFE	Federally-facilitated Exchange
HIOS	Health Insurance Oversight System

Commonly Used Acronyms (Continued)

Acronym	Definition
MSP	Multi-State Plans
NAIC	National Association of Insurance Commissioners
NCQA	National Committee for Quality Assurance
QHP	Qualified Health Plan
SBE	State-based Exchange
SERFF	System for Electronic Rate and Form Filing
USP	United States Pharmacopeia

Closing Remarks