Agenda

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PCG Background & Introductions
Overview of PCG

- Founded in 1986, PCG is headquartered in Boston, MA
- Management consulting to assist public sector agencies better serve their targeted populations
- Four Practice Areas
  - Human Services
  - Health
  - Education
  - Technology Consulting
Introduction to the PCG Team

**Engagement Manager**
- Sarah Salisbury

**Project Managers**
- Greg Moore
- Katie Alijewicz

**Actuary**
- Maria Dominiak, *Airam Consulting*

**Lead Analyst**
- Jeremy Payne

**Analyst Team**
- Renee Tebow
- Rachel Wyant
- Courtney Reed

**Advisory Team**
- Joe Carbeau, Rate Setting SME
- Brittani Trujillo, HCBS Policy SME
- Barbara Ramsey, HCBS Rates SME
PCG Team Leadership

Sarah Salisbury
Engagement Manager

Katie Aliejewicz
Project Manager – Day-to-Day Contact

Greg Moore
Co-Project Manager

Jeremy Payne
Lead Analyst

Brittani Trujillo
Advisor

Barbara Ramsey
Advisor
# New Mexico Project Team

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
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<tbody>
<tr>
<td>Jason Cornwell</td>
<td>DDSD, Division Director</td>
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<td>Jennifer Rodriguez</td>
<td>DDSD, Deputy Director</td>
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<td>Evangeline Yanez</td>
<td>DDSD, Community Programs Bureau Chief</td>
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Project Plan & Timeline
Scope of Work

In partnership with the New Mexico Department of Health, Developmental Disabilities Support Division, PCG will conduct:

- an independent rate study to recommend reimbursement rates for the provision of services for individuals with intellectual and developmental disabilities receiving services through both the Developmental Disabilities (DD), Mi Via (MV), and Medically Fragile (MF) Waiver programs, including cost of living annual adjustments, and

- a provider capacity assessment of all Home and Community Based Services waiver services for the DD, MV, and MF Waiver programs
## Project Overview

### September 2022 – September 2023

<table>
<thead>
<tr>
<th>Phase</th>
<th>Description</th>
<th>Timeframe</th>
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<tbody>
<tr>
<td>Phase I.</td>
<td>Project Kickoff and Initial Assessment</td>
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<tr>
<td>• Kickoff meeting between PCG and DDSD project team</td>
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<tr>
<td>• Initial assessment of Waiver programs based on data provided to PCG by DDSD</td>
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<td>9/22 – 10/22</td>
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<tr>
<td>Phase II.</td>
<td>Market Research, Analysis, and Tool Design</td>
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<tr>
<td>• Develop and finalize approaches, methodologies, and tools</td>
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<td>10/22 – 1/23</td>
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<tr>
<td>Phase III.</td>
<td>Vendor Notification and Training</td>
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<tr>
<td>• Notify and train providers on approaches, methodologies, and tools</td>
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<td>1/23 – 2/23</td>
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<td>Phase IV.</td>
<td>Cost Report, Time Study, and Capacity Assessment Facilitation</td>
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<tr>
<td>• Providers complete tools for time study, cost report, and capacity assessment</td>
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<td>• PCG provides technical assistance</td>
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<td>2/23 – 4/23</td>
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<tr>
<td>Phase V.</td>
<td>Data Verification</td>
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<td>• PCG conducts data verification activities and follows up with providers, as needed</td>
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<td>4/23 – 5/23</td>
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<tr>
<td>Phase VI.</td>
<td>Rate Study &amp; Capacity Assessment Analysis &amp; Recommendations</td>
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<tr>
<td>• Analyze data collected and develop findings / recommendations</td>
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<td>• Propose rate models by <strong>June 30, 2023</strong></td>
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<td>• Present capacity assessment by <strong>Sep. 30, 2023</strong></td>
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<td>5/23 – 9/23</td>
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**NM DOH DDSD Rate Study and Provider Capacity Assessment Kickoff | October 20, 2022**
Phase I: Kickoff and Initial Assessment | 9/23/22-10/21/22
- Facilitate a kickoff meeting with the DDSD project team to discuss the project goals, workplan/timeline, milestones/deliverables, communication plan, and initial data request.
- Submit initial data request and review documents
- Assess HCBS waiver claims, costs, utilization, and outcome information and determine provider population to engage for data collection

Phase II: Market Research, Analysis and Tool Design | 10/24/22-1/13/23
- Prepare first draft of approach to market research, cost report (cost instrument and personnel roster), time study tool, capacity assessment, and description of methodology, including timelines
- Obtain feedback from DDSD and make necessary changes
- Conduct focus group with Rate Study Workgroup/Committee to vet data collection tools, schedule, and methodology
- Prepare final draft of market analysis approach, cost report, time study tool, capacity assessment, and training/data collection schedule
Project Workplan & Timeline (cont.)

Phase III: Vendor Notification and Training | 1/16/23-2/10/23
  - Notify providers of upcoming time study, cost report, and training dates
  - Draft provider training materials
  - Conduct live webinars to train providers on time study and cost report

Phase IV: Time Study and Cost Report Facilitation | 2/13/23-4/7/23
  - Distribute Excel-based Time Study Tool and Cost Report to providers
  - Provide technical assistance to providers throughout survey period
  - Catalog submissions and follow up with providers, as needed

Phase V: Data Verification | 4/10/23-5/5/23
  - Work with DDSD and providers to conduct data verification activities to ensure quality of results
Project Workplan & Timeline (cont.)


- Develop findings and recommendations based on results from time study, cost report, market research, and capacity assessment
- Propose rate models
- Prepare reports with recommendations for DDSD
- Make presentations regarding the final recommendations
Discussion of Deliverables

- **Rate Study**
  - Develop and finalize approaches, methodologies, and tools for Market Analysis, Cost Report (Cost Instrument and Personnel Roster), and Time Study

- **Capacity Assessment**
  - Develop and finalize approach, methodology, and tool(s)

- **Provider Training & Technical Assistance**
  - Develop provider training materials and facilitate live webinars to train providers re: time study, cost report, and capacity assessment
  - Provide technical assistance throughout survey period, including project specific email address and live “office hours” sessions

- **Stakeholder Engagement**
  - New Mexico DOH, ACQ sub-committee, and provider community; provide input into the tools, processes, and recommendations

- **Final Reports & Recommendations**
  - Comprehensive reports, inclusive of final recommendations, for both the Rate Study and Provider Capacity Assessment – PCG will gather input from ACQ sub-committee and DDSD before publishing

- **Ongoing Status Meetings Between PCG and DDSD Project Team**
Stakeholder Engagement
Planned Stakeholder Engagement

- PCG will work with the diverse ACQ Rate Study and Provider Capacity Sub-Committee being formed to:
  - Gather feedback on the rate study and provider capacity assessment tools/surveys;
  - Develop communication strategies that would facilitate information flow from providers directly to PCG;
  - Review draft documents and recommendations

- PCG will also gather data and input from providers for both the Rate Study and Provider Capacity Assessment, and will be providing technical assistance to facilitate
Optimizing Stakeholder Engagement

- DDSD’s expectations for how PCG will engage the ACQ Subcommittee? Suggestions on how to maximize engagement?
- How has the landscape changed since PCG’s last comprehensive Rate Study in 2018?
- Does DDSD have feedback on PCG’s approach from our prior engagements?
Next Steps
Next Steps

- PCG will submit data request to DDSD
- PCG will begin development of the provider survey
- PCG will work with DDSD to schedule ACQ subcommittee kickoff
Contact Us

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Questions & Comments