STATE OF IOWA DEPARTMENT OF
Health AND Human
SERVICES

FFS Iowa Health Home Program IMPA

July 2023

IMPA Training

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- Member Enrollment Request
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- Member Disenrollment
- Uploading a CASH
- Uploading a Residential Setting Member Assessment
- Uploading Documentation for Chart Reviews
- Completing and Viewing Critical Incident Reports
- Available Reports
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Iowa Medicaid Portal Access
Introduction

- What is IMPA?

  IMPA is a portal the Health Homes use to manage enrollment and disenrollment for your fee-for-service member, make updates to the member's assessment, upload and view documents, as well as utilize reports to manage the Medicaid population.

- Who would benefit from IMPA?

  Health coaches, care coordinators, and billing staff are some of the staff that may utilize IMPA for the Health Home program. It is important to provide access to any staff that will be managing this patient population and attesting for payment.

Iowa Medicaid Portal Access
Objectives

- Objectives
  - Understand how to submit an enrollment request, update an assessment, upload and view documents, view member demographic and eligibility information, or disenroll a fee-for-service member.
  - Learn the reporting functions within IMPA to know when members are actively enrolled and assessments are coming due.

How to obtain IMPA access

- Navigate to https://secureapp.dhs.state.ia.us/impa/Default.aspx
  Click the hyperlink "Click here for the User Registration Guide"

  Once you have created your profile you will be redirected to the login page.

Health Home IMPA Access

- For Health Home IMPA access, complete and submit the Health Home IMPA Access Request Form: https://www.tfaforms.com/5057291
  - Health Home IMPA access includes access to:
    - Member Lookup
    - Health Home Reporting
    - Critical Incident Reporting
    - File upload
      - CSA
      - Health Home
      - HCBS Residential Assessment

- Note: If you currently have IMPA access but do not have access to one or more of the components listed above, complete and submit the Health Home IMPA Access Request Form using the link above.
- If you have IMPA access questions/issues or need assistance with completing the IMPA Access Request Form, please email the IMPA Support team @ impasupport@dhs.state.ia.us.

Access to other Information for Heath Homes

- HCBS Residential Assessment Form
- Client Participation Access Form
- To find Informational Letters
- To subscribe to Informational Letters, contact impasupport@dhs.state.ia.us
- Integrated Health Home Provider webpage
- Chronic Condition Health Home Provider webpage

IMPA Training

Logging On

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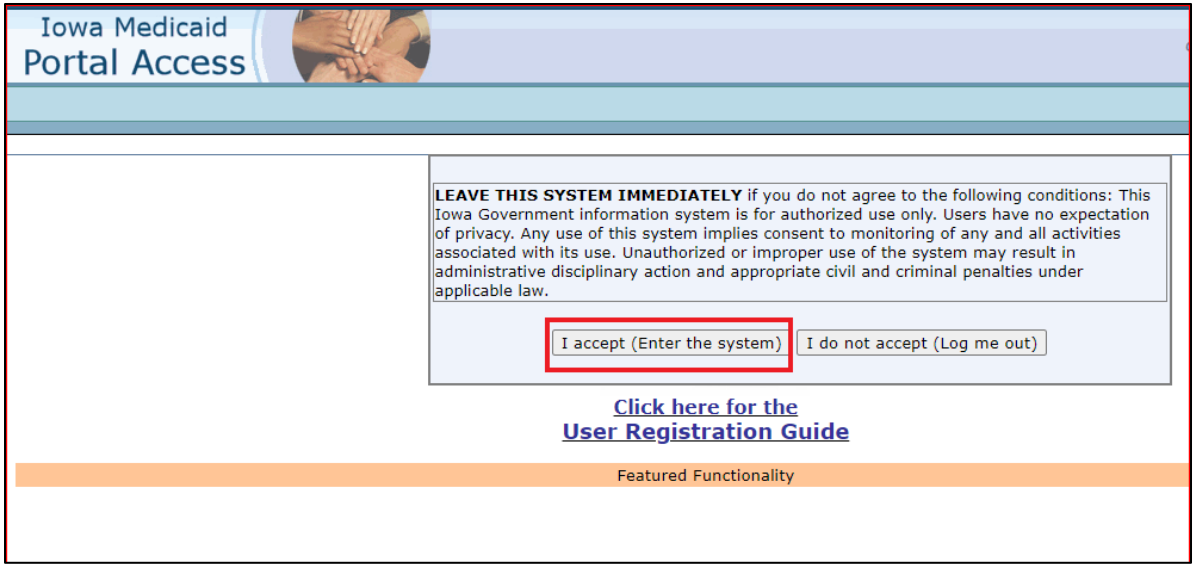
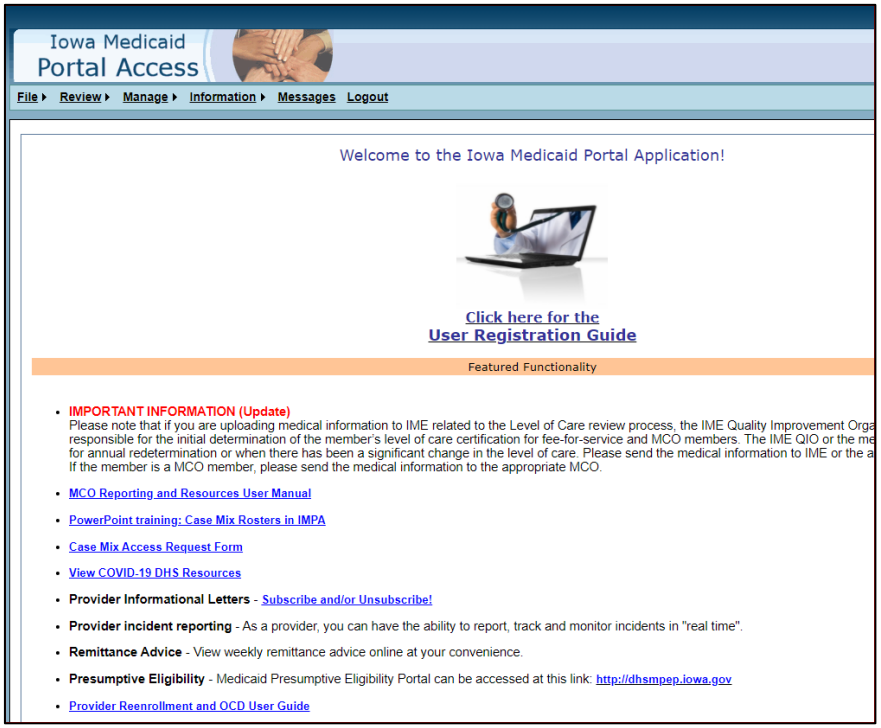
Logging On

Once signed into IMPA you will be asked to accept conditions of the program.



Logging On (continued)

- Once signed into IMPA this is your home screen.



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Logging On (continued)

- When logging into IMPA for the first time you will be directed to choose three security questions that will be used for password resets and maintenance of your account.
  - Choose a security question from the dropdown box, answer the question.
  - You must choose 3 different security questions.
  - When all 3 questions have been chosen and answered, click on the SAVE button. This will record your answers and you will be directed to the main portal page.
    - (Only you will know these secret questions and answers. If you forget them, Iowa Medicaid staff will not be able to help you in retrieving them.)

IMPA Training

The Home Screen

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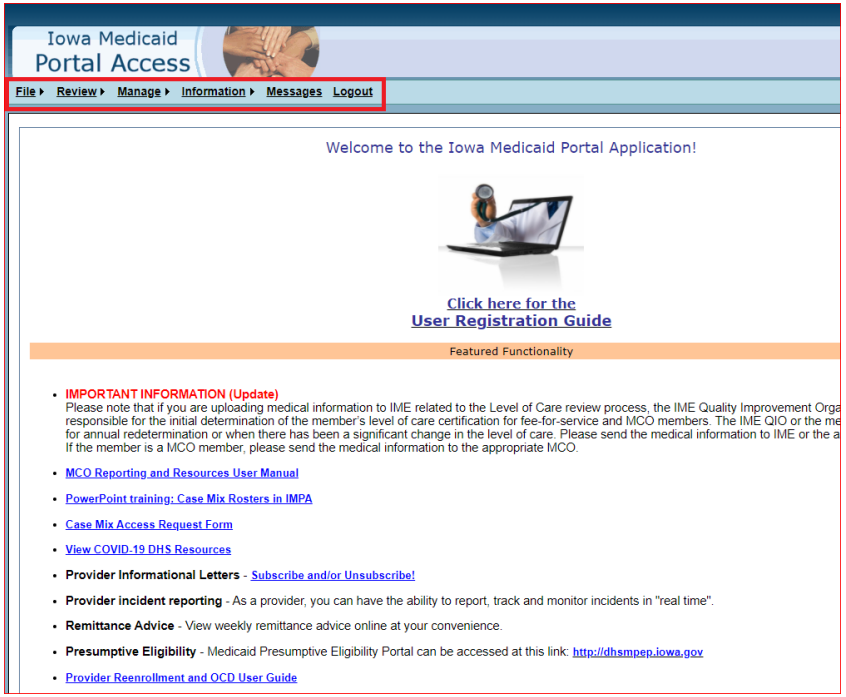
The Home Screen

At the top of the IMPA Home Screen are the functions of IMPA. Please note that capabilities shown below may vary slightly from what you see when logged in.

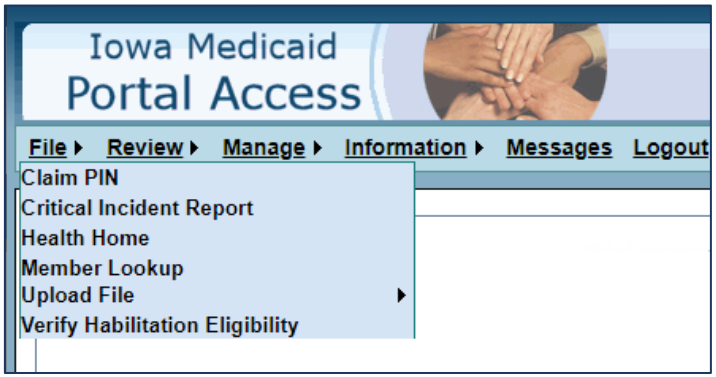
The tabs across the top:

- File
- Review
- Manage
- Information
- Messages
- Logout

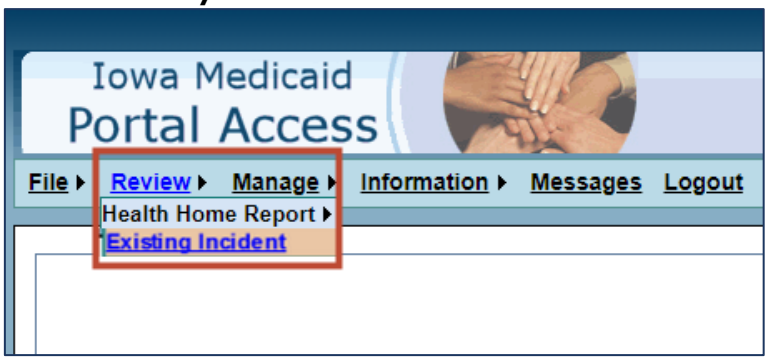


The Home Screen (continued)

- Hovering over file, you will work with Health Home, Member Lookup, and Upload File.



- Hovering over Review, you will work with Health Home Report and Existing Incident



IMPA Training

Member Look-Up & Eligibility

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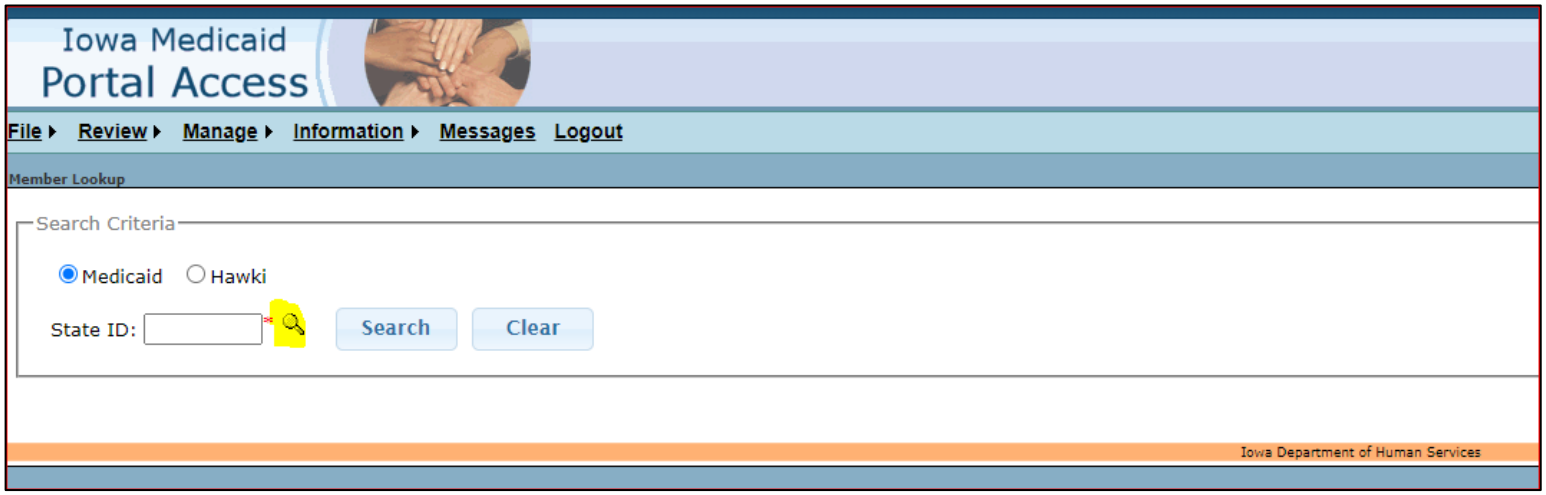
Member Lookup

- Member Lookup is used to look up a member using their State ID.
- Navigate to File. Select "Member Lookup"
- Enter the member's State ID - selecting Medicaid or Hawki will impact your search
- Click "Search"

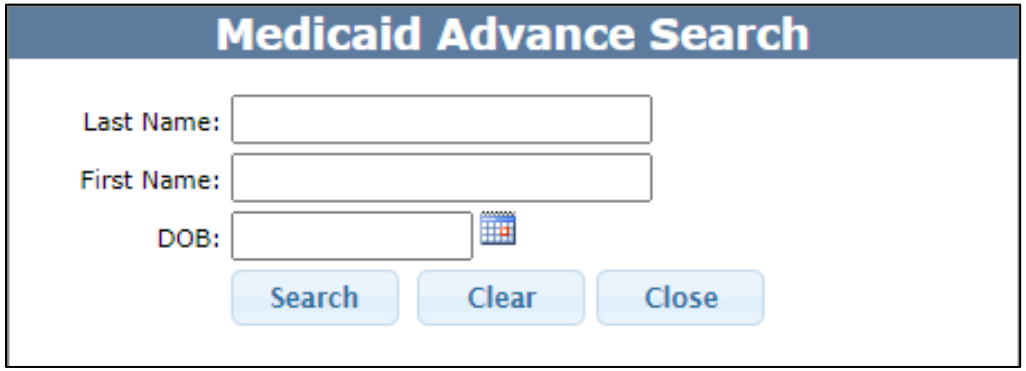
Advanced Search

- The Advanced Search option allows you to search for a member using the member's name and/or date of birth
  - Click on "Member Lookup"
  - Click the spyglass next to "State ID"



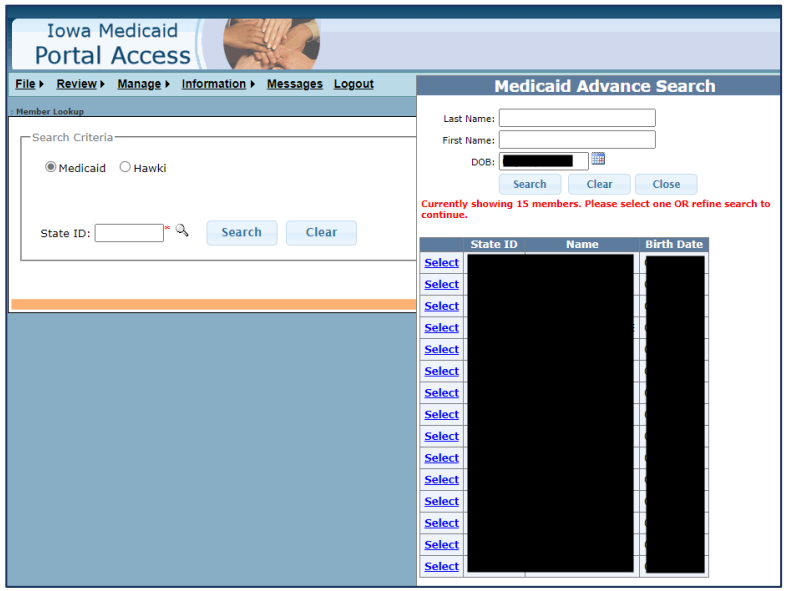
Advanced Search
(continued)

- A search box will open
- Enter the member's last name, first name, and/or date of birth
- Click "Search"



Advanced Search (continued)

- The first 15 active and tentative members will display
- You can choose from the list by clicking "select" OR modify the search for narrowed results.
- Click "Close" to close the Medicaid Advance Search screen



Member Tab

- The Member tab displays the member's name, Medicaid State ID, DOB, gender, and Medical Exempt Status.

Member Lookup

Search Criteria

Medicaid Hawki

State ID: [redacted] Search Clear

Member | Demographics | Programs/Services | Documents

Medicaid State ID
[redacted]

Member Name
[redacted]

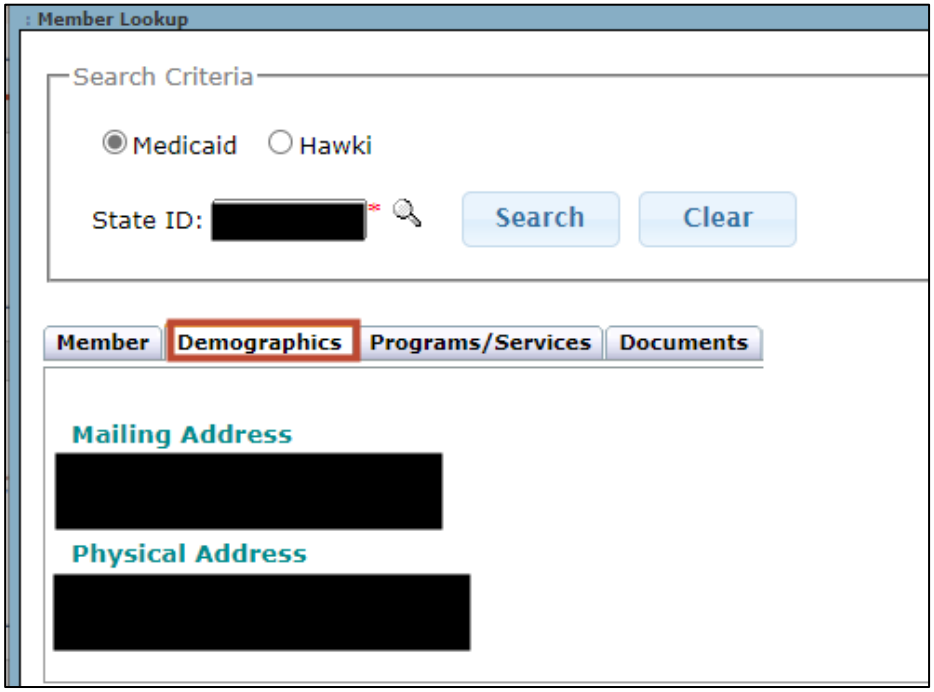
Medical Exempt Status
Not Medically Exempt

Date of Birth
[redacted]

Gender
Female

Member Demographics Tab

- The Demographics tab displays the member's:
  - Mailing address
  - Physical address



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Member Programs & Services Tab

- The Program/Services tab identifies the programs and services the member is eligible for.
  - Shown below is a member with full Medicaid, Health Home eligible, and approved for Children's Mental Health Waiver.
    - Please note the following identifiers in red below
    - For a list of Medicaid program codes see Looking up member & eligibility slide

File ▸ Review ▸ Manage ▸ Information ▸ Messages Logout

Claim PIN
Health Home
Member Lookup
Upload File

State ID: [redacted] Search Clear

Member | Demographics | Programs/Services | Documents

Medicaid Program

Program Code	Program Description	Program Status	Program Effective Date	Elig Review Date
377	Medicaid Facilities (Fip Mhi Or Pmic Care Pmt Only)	Active	02/01/2022	02/28/2023

Long Term Care/Enhanced Services

Program Description	Tier	Program Status	Program Begin Date	Program End Date	Application Date	CSR Due Date	
CMH	--	Approved	01/04/2022		11/29/2021	12/28/2023	LTC Case Record

Member Programs & Services Tab (continued)

- The Program/Services tab also provides access to IMW and CBCM information.
  - To view IMW and CBCM information:
    - Click the "LTC Case Record" active link

Record Date: 11/03/2022 Program: CMH

Income Maintenance Worker

First Name:	78-CW0A
Last Name:	Caseload
Email:	facilities@dhs.state.ia.us
Phone:	(877) 344-9628

Community Base Case Manager

First Name:	Lucia
Last Name:	Herman
Email:	Lherman@co.jones.ia.us
Phone:	(319) 462-4457

Core Standardized Assessment

Scheduled Date:	
Completed Date:	
Forwarded to IME Date:	
Comment:	--Select--

Service Plan

Start Date:	

Member | Demographics | Programs/Services | Documents

Medicaid Program

Program Code	Program Description	Program Status	Program Effective Date	Elig Review Date
377	Medicaid Facilities (Fip Mhi Or Pmic Care Pmt Only)	Active	02/01/2022	02/28/2023

Long Term Care/Enhanced Services

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CMH	--	Approved	01/04/2022		11/29/2021	12/28/2023	LTC Case Record

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Looking up member & eligibility

- Approved program codes
  - Full Medicaid Codes

021	023	027	028	060	061	063	064	100	130
131	134	135	136	137	138	140	141	142	143
144	146	246	308	370	372	373	376	377	390
401	403	407	408	409	411	413	417	418	421
423	428	429	431	433	437	438	461	462	463
464	465	481	483	487	488	600	60M	630	631
632	633	634	636	637	638	640	641	642	643
644	645	646	647	731	732	733	734	735	920

  - IHAWP Medically Exempt

501	531

IHAWP Examples

IHAWP Medically Exempt

Member | Demographics | Programs/Services | Fostercare | Documents

Medicaid Program

Program Code	Program Description	Program Status	Program Effective Date	Elig Review Date
501	(Iowa Wellness Plan)	Active	03/01/2021	08/31/2022

Long Term Care/Enhanced Services

No records found.

IHAWP Not Medically Exempt

Member | Demographics | Programs/Services | Fostercare | Documents

Medicaid Program

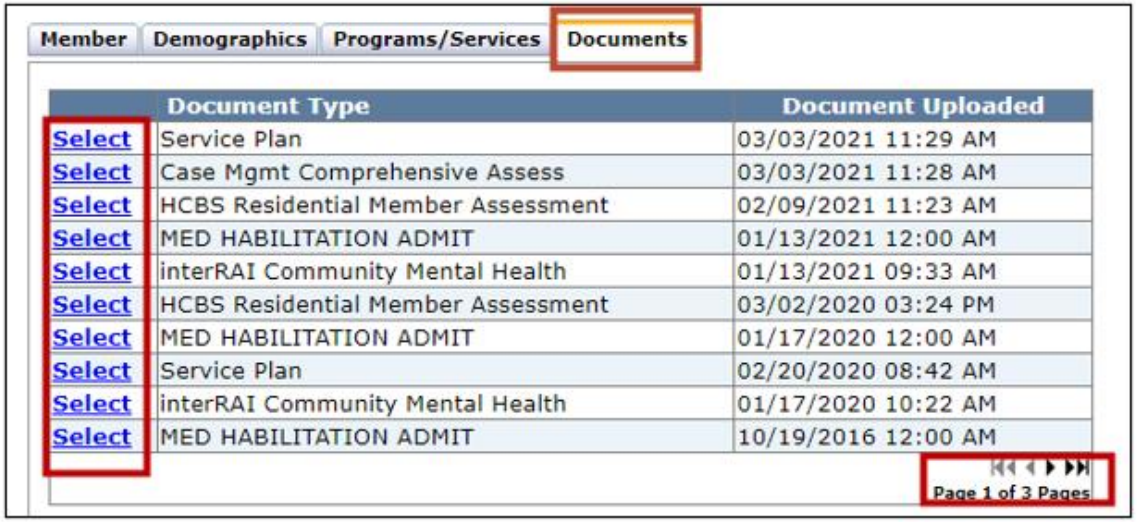
Program Code	Program Description	Program Status	Program Effective Date	Elig Review Date
531	Adult Expansion Group (Iowa Marketplace Choice)	Active	06/01/2021	12/31/2021

Long Term Care/Enhanced Services

No records found.

Member Documents Tab

- The Documents tab allows you to view uploaded member documents
  - Click "Select" to view the document
  - If applicable, click the arrow in the bottom right to advance to the next page to view additional uploaded documents



	Document Type	Document Uploaded
Select	Service Plan	03/03/2021 11:29 AM
Select	Case Mgmt Comprehensive Assess	03/03/2021 11:28 AM
Select	HCBS Residential Member Assessment	02/09/2021 11:23 AM
Select	MED HABILITATION ADMIT	01/13/2021 12:00 AM
Select	interRAI Community Mental Health	01/13/2021 09:33 AM
Select	HCBS Residential Member Assessment	03/02/2020 03:24 PM
Select	MED HABILITATION ADMIT	01/17/2020 12:00 AM
Select	Service Plan	02/20/2020 08:42 AM
Select	interRAI Community Mental Health	01/17/2020 10:22 AM
Select	MED HABILITATION ADMIT	10/19/2016 12:00 AM

IMPA Training

Member Enrollment Request

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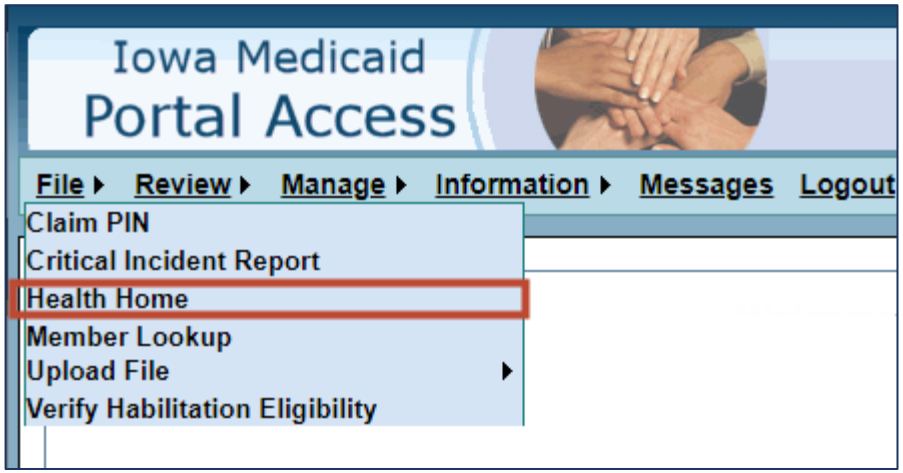
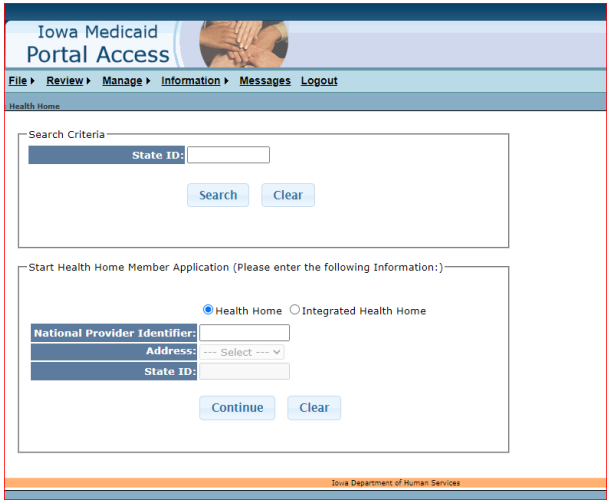
Member Enrollment Request

- Log into IMPA, hover over File and select "Health Home"



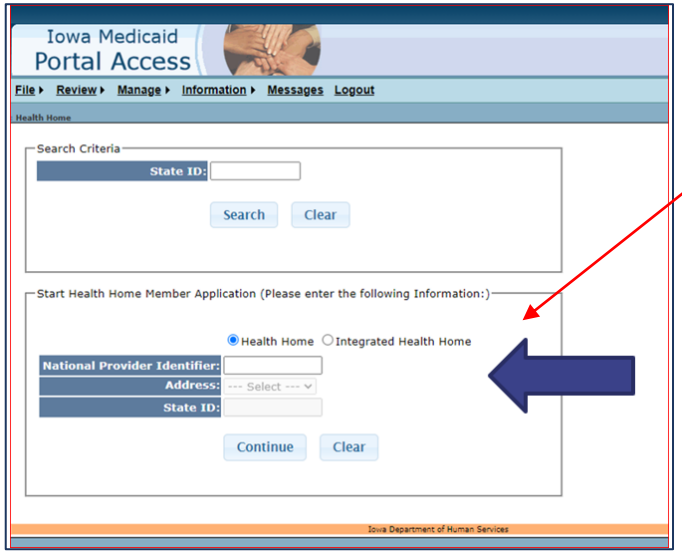
Member Enrollment Request
(continued)

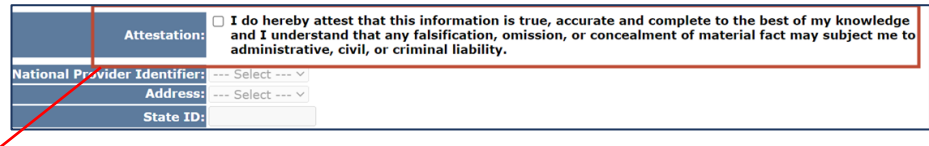
- The screen shot below shows 2 options:
  - Search Criteria – State ID
  - Start Health Home Member Application
  - Using the radio button select the Health Home type
    - Note: if you are a new Health Home and this is your first time submitting an enrollment request, the Search Criteria section may not appear.



Member Enrollment Request
(continued)

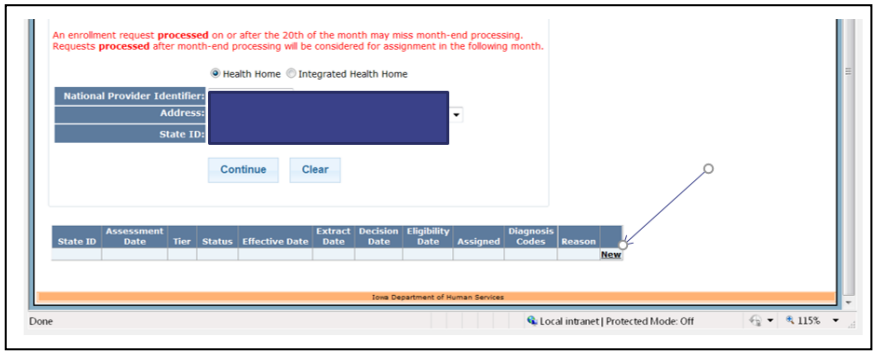
- Enter National Provider Identifier (NPI)
- Press tab for the address file. The system will show you the address associated with the NPI – click enter or tab
- Enter the State ID
  - Note: **if** an attestation statement appears (this would appear above NPI), attest to the statement by clicking the box next to the statement.



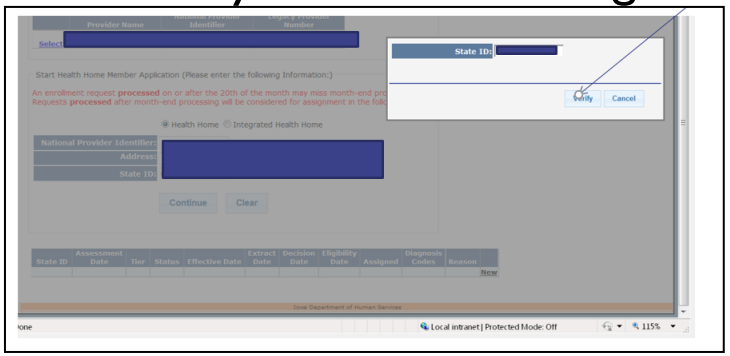


Member Enrollment Request (continued)

- Click "New"

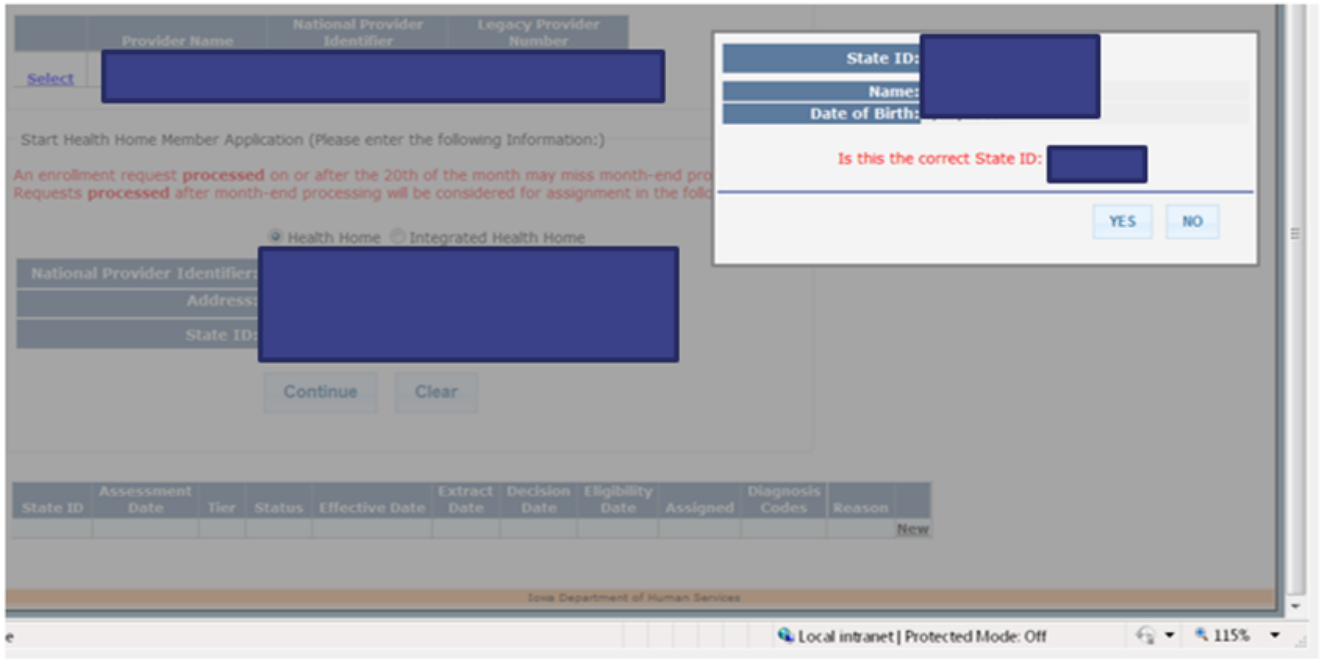


- Click "Verify" after confirming the State ID



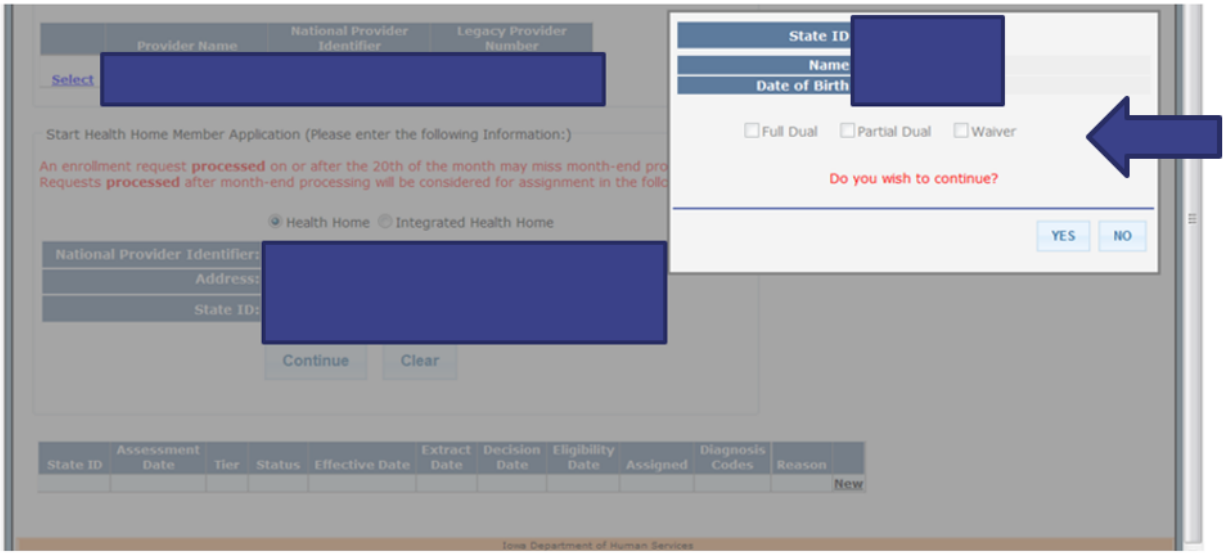
Member Enrollment Request
(continued)

- Identify that the State ID matches the patient's name and DOB.
- Click "YES" once verified



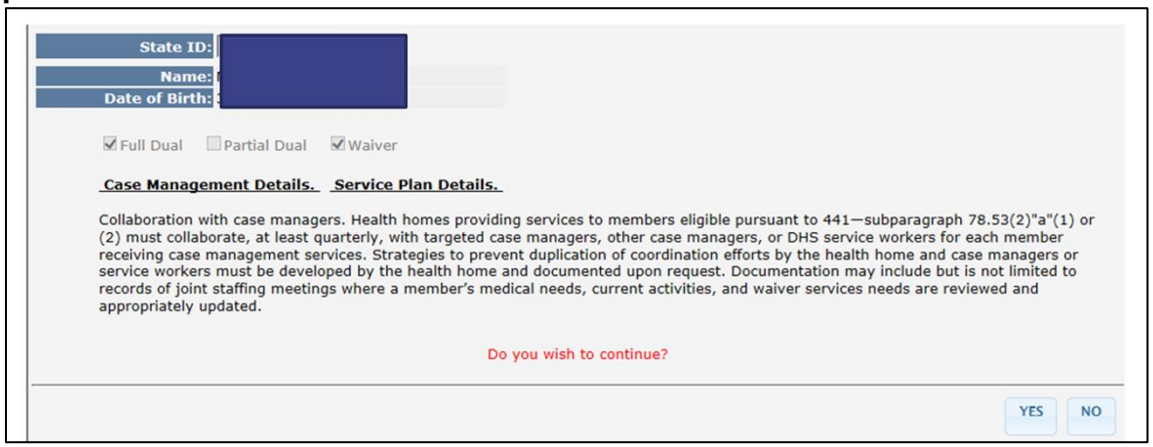
Member Enrollment Request
(continued)

- Please notice the buttons under the demographics. If the patient is under any waivers, they will be filled in and require confirmation on another screen.
- Click "YES" to continue



Member Enrollment Request
(continued)

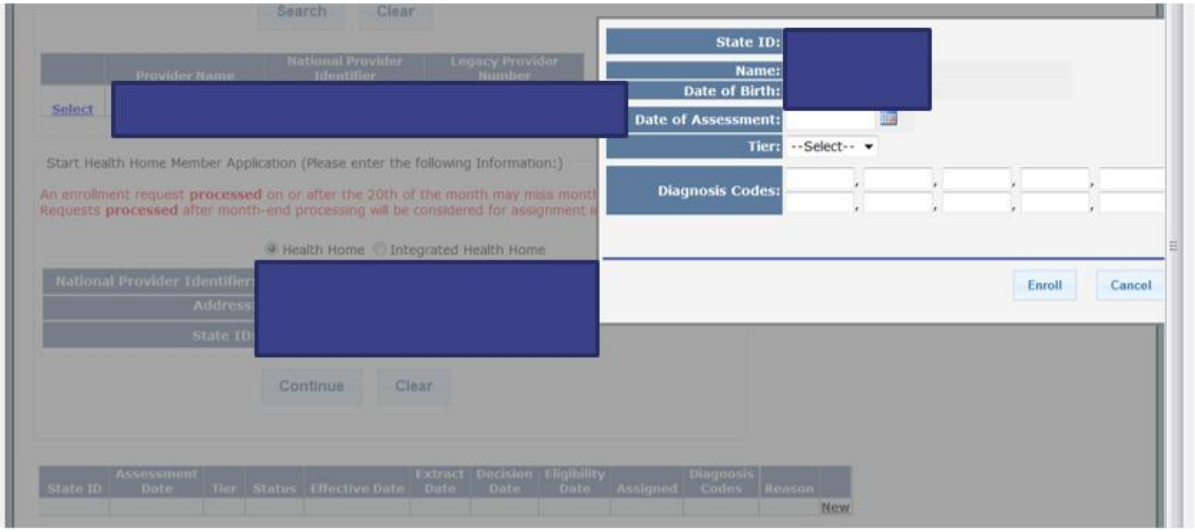
- If the member has a case manager this screen will display. If the member has CMH Waiver and/or Habilitation, the IHH is the case manager. If this appears please read the disclosure and select "YES" to continue.



- This disclosure means that you're agreeing that you will, at minimum, make quarterly contact with the member's case manager to ensure nonduplication of services. In most all cases, the case manager is the Integrated Health Home.

Member Enrollment Request
(continued)

- Enter Assessment Date
- Enter Tier
- Enter Relating ICD-10 Diagnosis Code(s)
- Click "Enroll"



Member Enrollment Request
(continued)

You have just submitted an enrollment request.

- An enrollment request must be extracted and then processed before final approval of eligibility is established. An enrollment request must be submitted prior to the current month's processing end date to be eligible for enrollment on the 1st of the following month (see Month End Dates slide).

- An enrollment request can be:
  - Eligible for enrollment and not assigned by the month end process
  - Eligible for enrollment and assigned to the health home by the month end process
  - Not eligible for enrollment at this point in time
  - Pending enrollment. A pending enrollment request is where an existing request for assignment has not been finalized.
  - Enrolled the first of the current month if the member is coming from an MCO. Otherwise, an enrollment request CANNOT be backdated.

Month End Dates 2023

5th Business day before the end of the Month

- January 25, 2023
- February 22, 2023
- March 27, 2023
- April 24, 2023
- May 24, 2023
- June 26, 2023
- July 25, 2023
- August 25, 2023
- September 25, 2023
- October 25, 2023
- November 21, 2023
- December 22, 2023

Member Enrollment Request
(continued)

- To finish the enrollment request; complete the attestation and provide the remaining information.

Iowa Medicaid
Portal Access

File ▸ Review Manage ▸ Information ▸ Messages Logout

Start Application (Please enter the following Information:)

Attestation: ☑ I do hereby attest that this information is true, accurate and complete to the best of my knowledge and I understand that any falsification, omission, or concealment of material fact may subject me to administrative, civil, or criminal liability.

National Provider Identifier:
Address:
State ID:

Continue Clear

State ID	Assessment Date	Tier	Status	Effective Date	Extract Date	Decision Date	Eligibility Date	Assigned	Reason	
	5/7/2012	3	Enroll	5/21/2012 2:35:23 PM						Update Cancel

Iowa Department of Human Services

Enrollment Complete!

Iowa Medicaid
Portal Access

File ▸ Review Manage ▸ Information ▸ Messages Logout

Start Application (Please enter the following Information:)

Attestation: ☑ I do hereby attest that this information is true, accurate and complete to the best of my knowledge and I understand that any falsification, omission, or concealment of material fact may subject me to administrative, civil, or criminal liability.

National Provider Identifier
Address
State ID

Continue Clear

State ID	Assessment Date	Tier	Status	Effective Date	Extract Date	Decision Date	Eligibility Date	Assigned	Reason	
	5/6/2012	3	Enroll	5/25/2012 11:00:00 PM	5/25/2012 11:00:00 PM	5/25/2012 11:00:00 PM	6/1/2012	Yes		Update Disenroll
	5/6/2012	3	Enroll	5/10/2012 1:00:00 AM	5/11/2012 1:00:00 AM					

Iowa Department of Human Services

IMPA Training

Enrollment/Disenrollment/Transfer Request Scenarios

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Member Enrollment/Disenrollment Request Scenarios

Enrollment scenarios

- For an enrollment request submitted on June 15 the member's enrollment would begin on July 1.
- For an enrollment request submitted on June 27 the member's enrollment would begin on August 1.

Disenrollment scenarios

- For a disenrollment request submitted on June 15 the member's disenrollment would occur on June 30.
- For a disenrollment request submitted on June 27 the member's disenrollment would occur on July 31.

Member Enrollment Request Transfer Scenarios

Member Transferring Health Homes:

- The transferring Health Home submits a disenrollment request on June 15. The receiving Health Home submits an enrollment request on June 15, directly after the disenrollment request is submitted. Member enrollment with the receiving Health Home would begin on July 1.

- The transferring Health Home submits a disenrollment request on June 26. The receiving Health Home submits an enrollment request June 27. The member disenrollment would occur July 31 and the enrollment with the receiving Health Home would begin on August 1.

Member Enrollment Transferring From MCO Scenarios

Health Home member transferring from an MCO to FFS:

- An enrollment request is submitted on June 15. The member's enrollment would begin on June 1. You will be able see this in IMPA as early as June 16.
- An enrollment request is submitted on June 28. The member's enrollment would begin on July 1.

IMPA Training

Updating an Assessment and/or Tier Change

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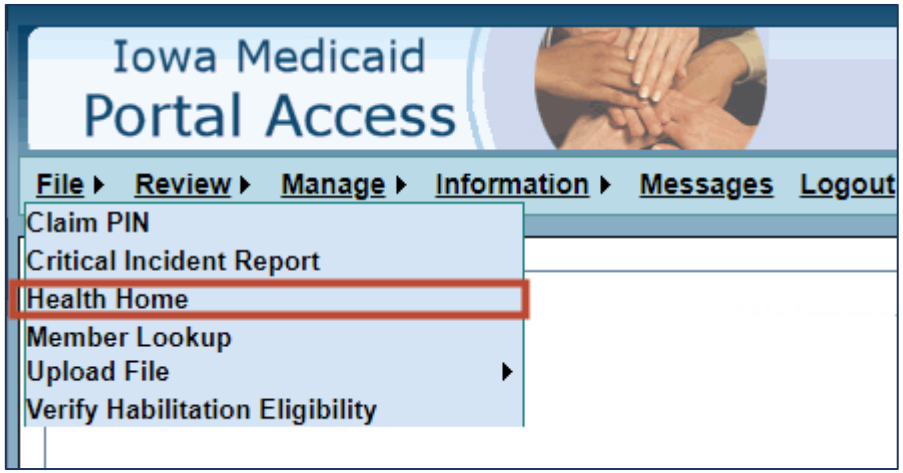
What Does an Assessment Mean?

The assessment for IMPA is the Health Home's review of the member's eligibility to be enrolled in a Health Home.

- The assessment date in IMPA is not the same as the due date for the comprehensive assessment and/or level of care (LOC).
  - The Health Home must conduct a file review of the member that includes functional impairment as defined in the SPA.
  - The file review must be documented in the member's chart.
  - The member's tier must be supported in the documentation.
  - The assessment for IMPA must be conducted annually.
    - If the assessment date is not updated at least annually, at month 13 (month after the due date), the member's tier will change to 0.
    - If the assessment date is not updated in IMPA by month 14 (2 months after due date), the system will automatically disenroll the member.

Updating an Assessment and/or Tier Change

- Log into IMPA, hover over File and select "Health Home"



Updating an Assessment and/or Tier Change (continued)

- Enter State ID
- Click "Search"
- Click "Select"

Search Criteria

State ID: [redacted]

Name: [redacted]

Search Clear

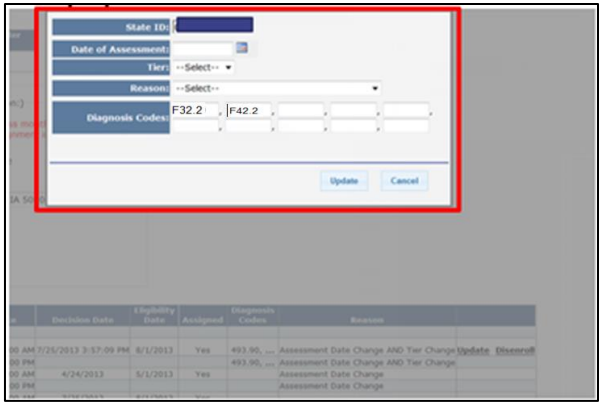
	Provider Name	National Provider Identifier	Legacy Provider Number
Select	[redacted]		
Select			

Updating an Assessment and/or Tier Change (continued)

- Click "Update"

State ID	Assessment Date	Tier	Status	Effective Date	Extract Date	Decision Date	Eligibility Date	Assigned	Reason	
[redacted]	31/2012	1	Enroll	7/25/2012	7/26/2012 7:55:00 AM	7/25/2012	8/1/2012	Yes		Update Disenroll
	31/2012	1	Enroll	6/23/2012	6/25/2012 2:00:00 PM	6/23/2012	7/1/2012	Yes		
	31/2012	1	Enroll	6/12/2012 9:42:55 AM	6/12/2012 1:00:00 PM					

- Enter Date of Assessment, Tier, Reason, and related ICD-10 diagnosis code(s).



Updating an Assessment and/or Tier Change (continued)

- The reason drop down menu has the selections of:
  - Tier Change
  - Assessment Date Change
  - Assessment Date and Tier Change

IMPA Training

Member Disenrollment

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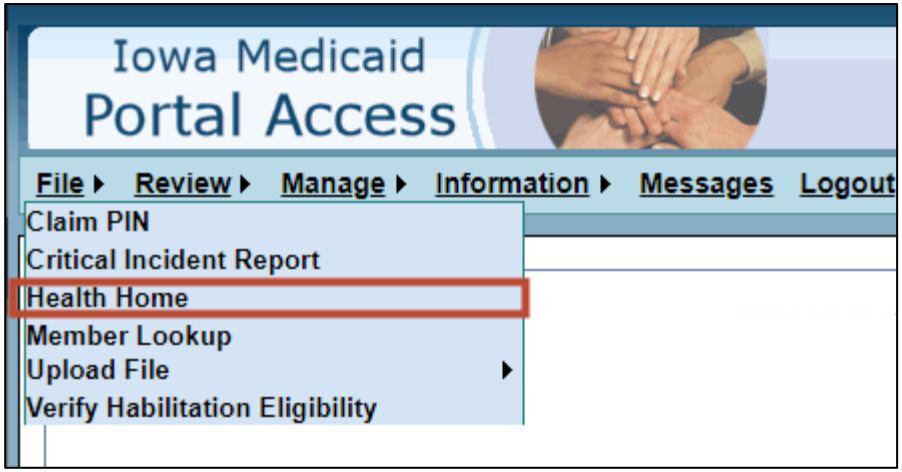
How to Disenroll a Member

- Log into IMPA, hover over File and select "Health Home"



How to Disenroll a Member

(Continued)

- Enter State ID
- Click "Search"
- Click "Select"

Search Criteria

State ID: [redacted]

Name: [redacted]

Search Clear

	Provider Name	National Provider Identifier	Legacy Provider Number
Select	[redacted]		
Select	[redacted]		

IOWA HHS

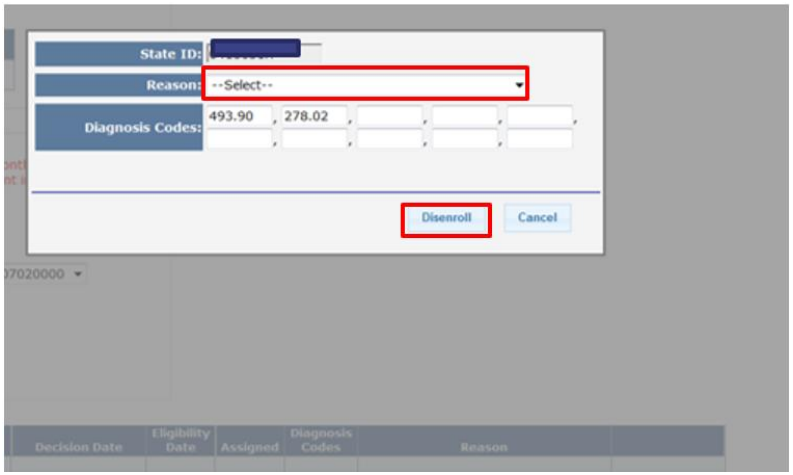
How to Disenroll a Member
(Continued)

- Click "Disenroll"

Decision Date	Eligibility Date	Assigned	Diagnosis Codes	Reason		
5/12/2022 8:30:05 PM	6/1/2022	Yes	F33.3		Update	Disenroll
			F33.3			

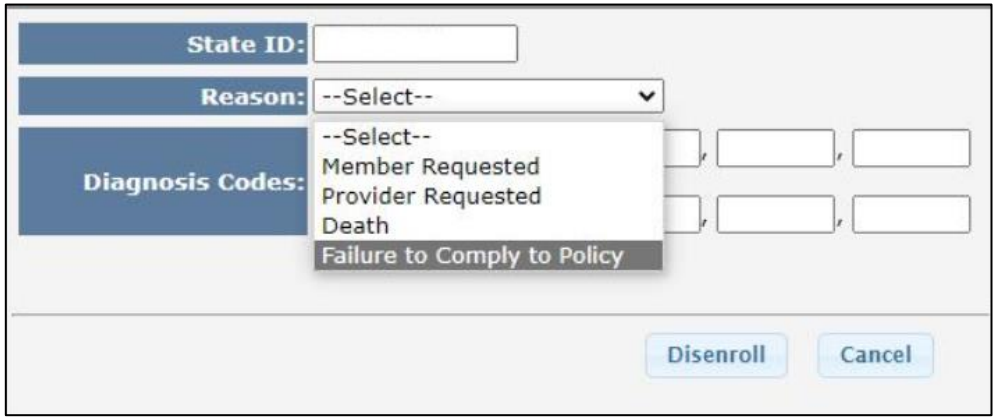
How to Disenroll a Member
(Continued)

- Select the "Reason" for disenrollment
  - (See Reasons for Disenrollment)
- Click "Disenroll"
  - (See Disenrollment Request Scenarios)



Reasons for Disenrollment

- Member Requested
  - A member can request to disenroll from the program as this is a voluntary program to participate in.
- Provider Requested
  - A provider can request disenrollment on behalf of a member.
- Death
- Failure to comply to Policy
  - This would be when a member is not abiding by the agreement they signed with the provider. The provider can disenroll them.



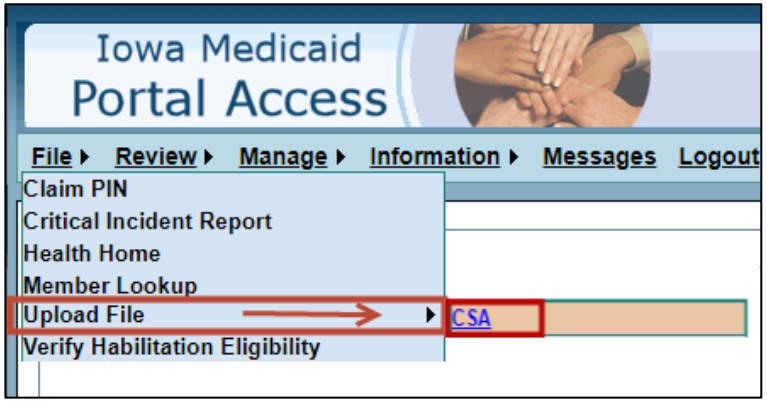
IMPA Training

Uploading a CASH

IOWA
HHS

Uploading a CASH

- To upload the CASH and supplemental documents
  - Log into IMPA
  - Go to File > Upload File > CSA
    - This process can be used by the IHHs and Targeted Case Management (TCM) to submit the member's CASH and PCSP along with any supplemental documentation.
      - Note: If you do not have access to the CSA upload file functionality, please request access by completing this form: https://www.tfaforms.com/5057291

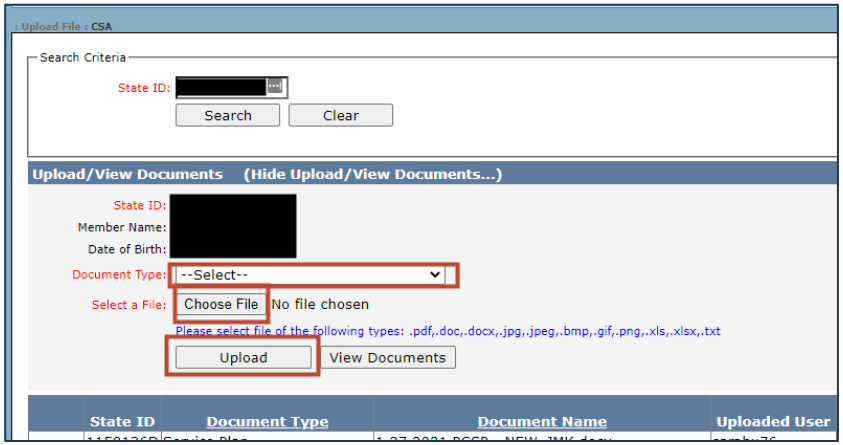


Uploading a CASH (continued)

- Enter the member's State ID and click "Search"

Uploading a CASH (continued)

- Document Type: Select "CASH" (Comp. Assess & Social Hist.) when uploading the CASH or any supplemental documents.
- Select a File: Click on "Choose File". Browse to the location of the file on your computer and select the file you want to upload.
  - If this step does not work, follow the instructions on the page to update your Adobe Flash player; then close and reopen your browser and log into IMPA again).
- Click on "Upload" to begin the upload.



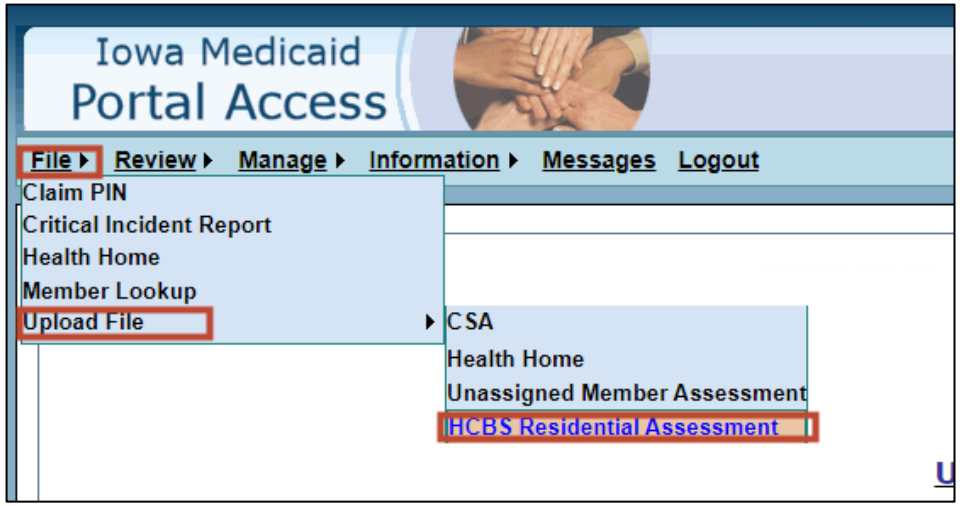
IMPA Training

Uploading a Residential Setting Member Assessment

IOWA HHS

Uploading a Residential Setting Member Assessment

- Login to IMPA
- Go to File > Upload File > HCBS Residential Assessment
  - Note: A step-by-step instruction on downloading and use instructions can be found here: HCBS Residential Member Assessment Form Instructions (state.ia.us)

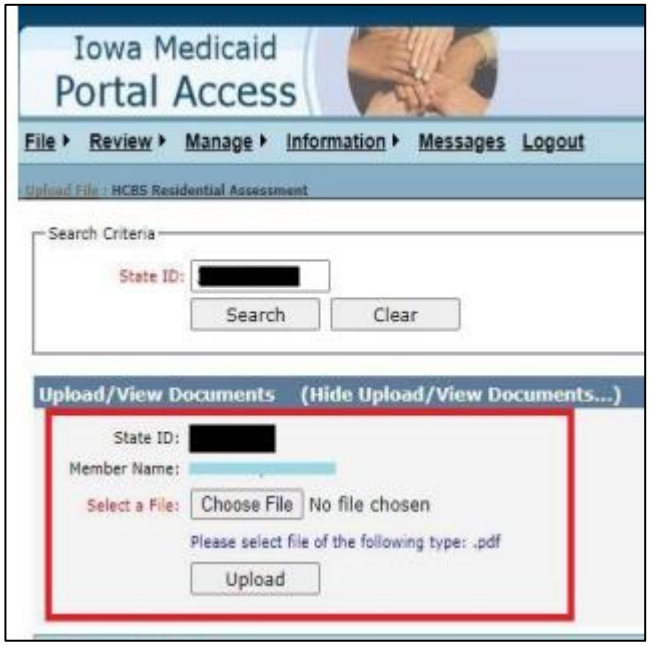


Uploading a Residential Setting Member Assessment (continued)

- Enter the State ID and click "Search".

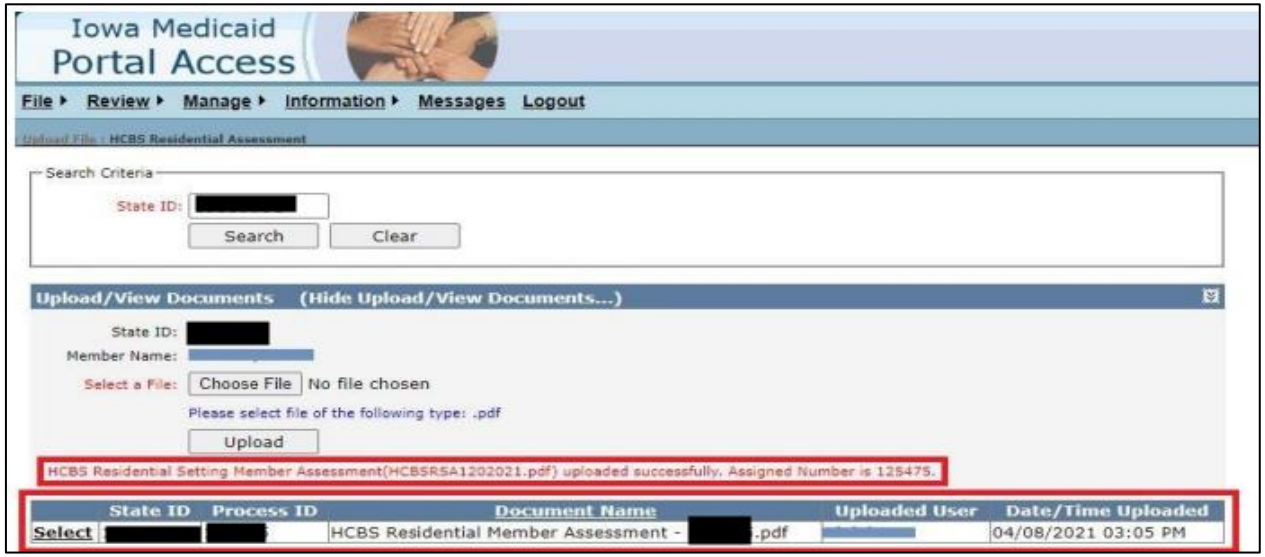
Uploading a Residential Setting Member Assessment (continued)

- Select a File: Click on "Choose File". Browse to the location of the file on your computer and select the file you want to upload.
- Click on "Upload" to begin the upload.



Uploading a Residential Setting Member Assessment (continued)

- Once the document is uploaded an "uploaded successfully" message displays.
- If you are an administrator, you will see all documents uploaded by all users for the State ID.



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Uploading a Residential Setting Member Assessment (continued)

- Once uploaded the document can be viewed, downloaded, or printed. Click on "Select".

Iowa Medicaid
Portal Access

File ▸ Review ▸ Manage ▸ Information ▸ Messages Logout

Upload File : HCBS Residential Assessment

Search Criteria

State ID: [redacted]

Search Clear

Upload/View Documents (Hide Upload/View Documents...)

State ID: [redacted]

Member Name: [redacted]

Select a File: Choose File No file chosen

Please select file of the following type: .pdf

Upload

	State ID	Process ID	Document Name	Uploaded User	Date/Time Uploaded
Select	[redacted]	[redacted]	HCBS Residential Member Assessment - [redacted]	[redacted]	04/08/2021 12:00 AM
Select			HCBS Residential Member Assessment -	[redacted]	04/08/2021 12:00 AM
Select			HCBS Residential Member Assessment -	[redacted]	04/08/2021 12:00 AM
Select			HCBS Residential Member Assessment -	[redacted]	02/01/2021 12:00 AM
Select			HCBS Residential Member Assessment -	[redacted]	02/01/2021 12:00 AM
Select			HCBS Residential Member Assessment -	[redacted]	02/01/2021 12:00 AM

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IMPA Training

Uploading Documentation for Chart Reviews

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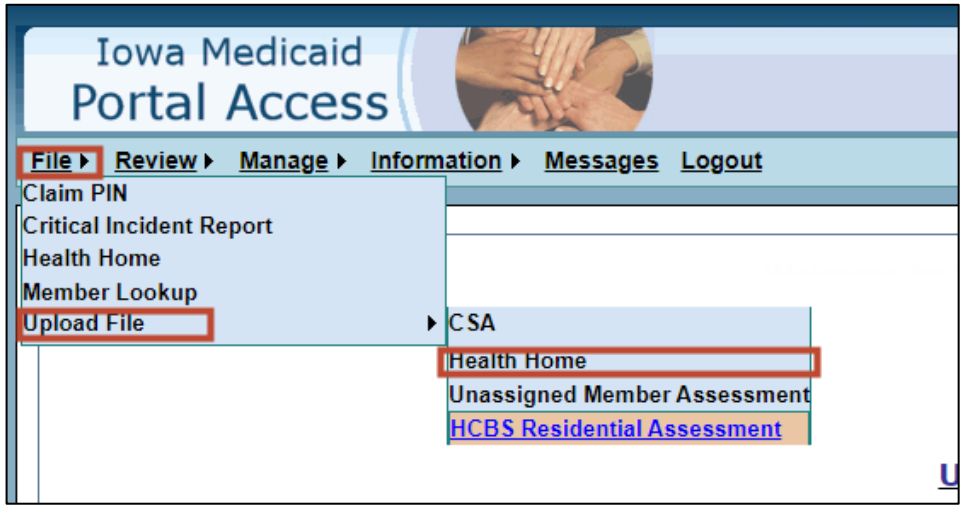
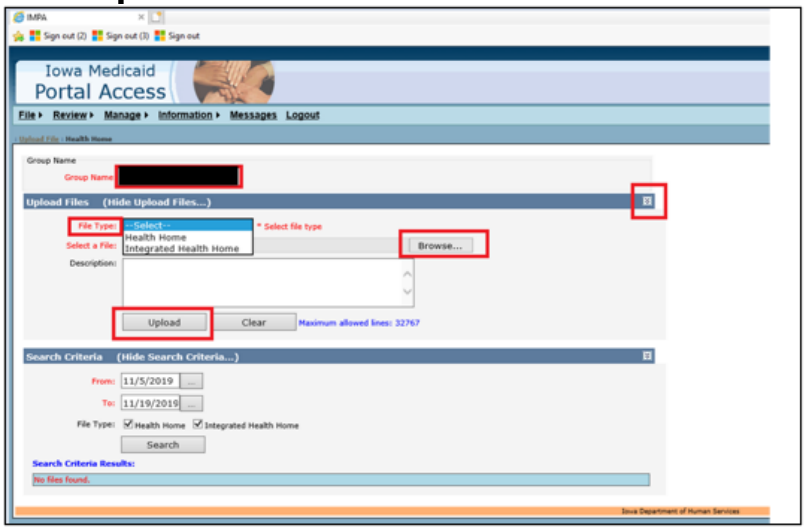
Uploading Chart Review Documentation

- Login to IMPA
- Hover Over File then Upload File
- Select "Health Home"
  - Note: If you do not have access to the Health Home upload file functionality, please request access by completing this form https://www.tfaforms.com/5057291



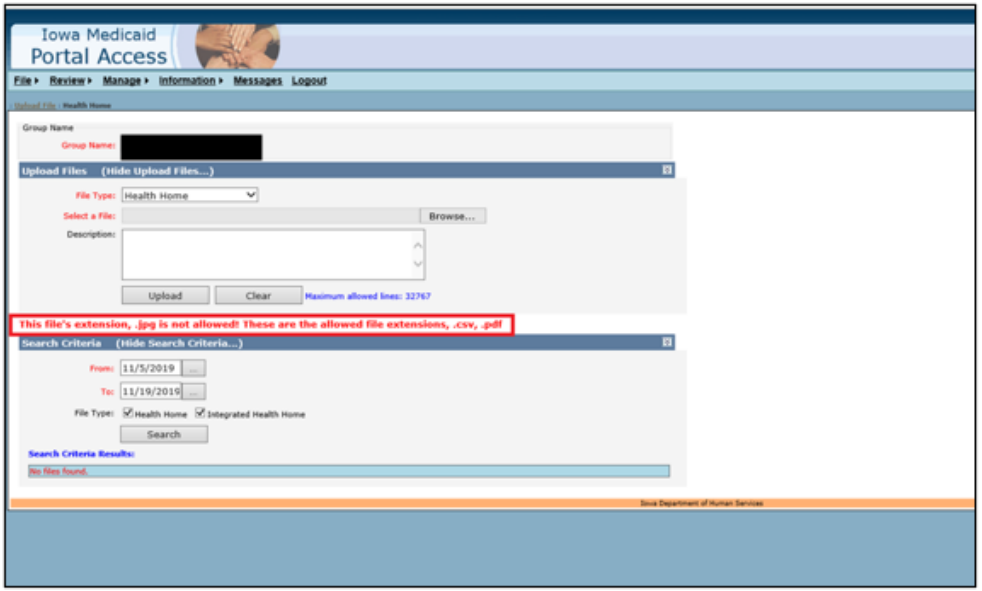
Uploading Chart Review Documentation (continued)

- Select:
  - Group Name
  - File Type (you may need to expand Upload Files section)
- Select a File: browse to the location of the file on your computer and select the file you want to upload.
- Description is optional
- Click on "Upload"



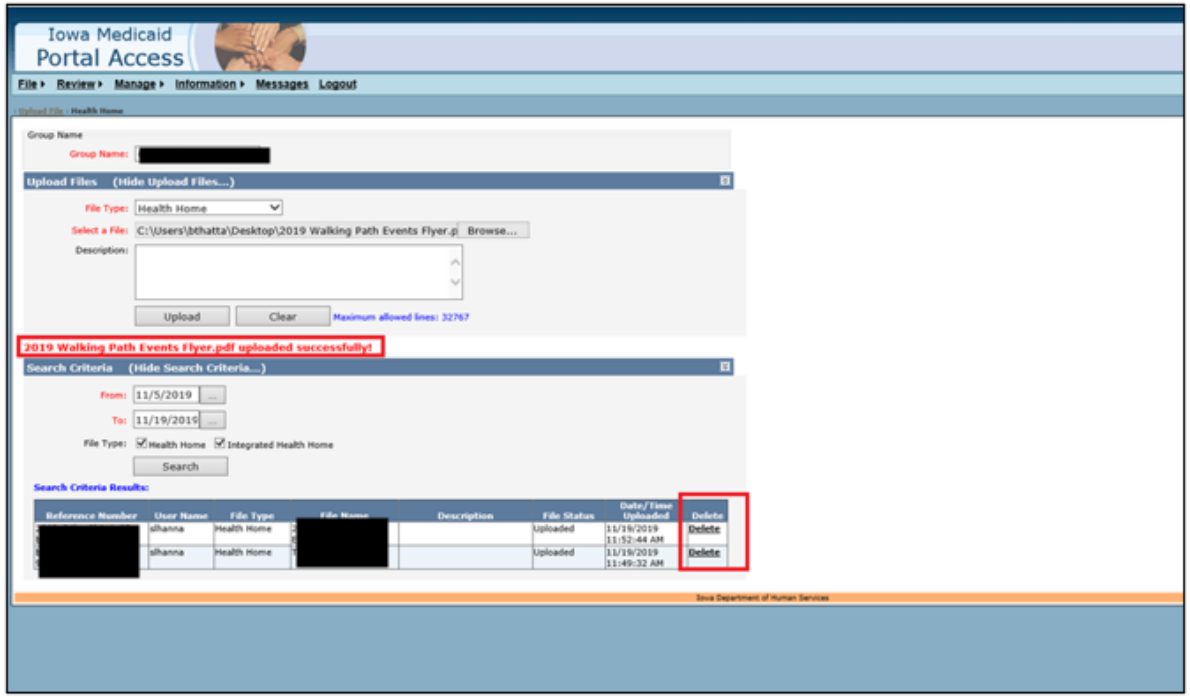
Uploading Chart Review Documentation (continued)

- Only two type files can be uploaded now - csv and pdf files. When trying to upload file types other than csv and pdf, you will receive an error message.



Uploading Chart Review Documentation (continued)

- If you upload documentation in error, use the delete option shown below



IMPA Training

Completing and Viewing Critical Incident Reports

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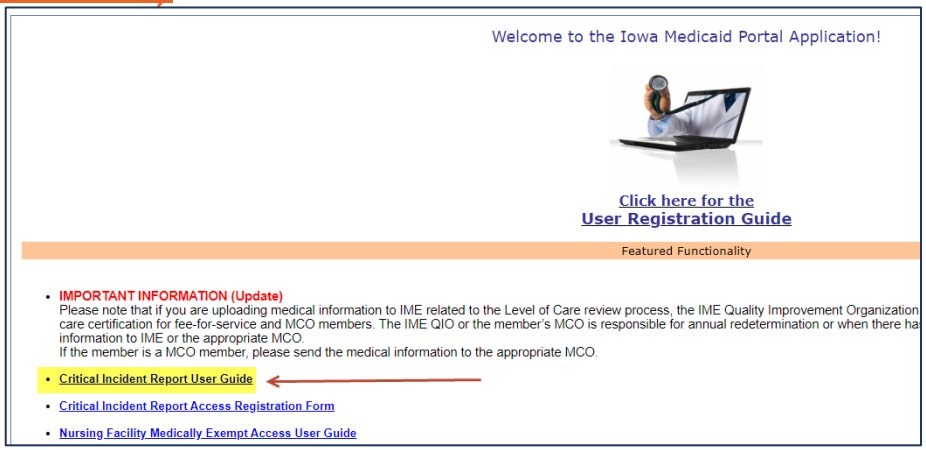
Completing and Viewing Critical Incident Reports

The Critical Incident Reporting Application within IMPA is designed as a central location for reporting and storing critical incident reports for Iowa Medicaid members enrolled for HCBS Waiver, Habilitation, or other designated programs.

- To complete or view a Critical Incident Report please refer to the Critical Incident Report User Guide located on the IMPA main page: IMPA (state.ia.us)



IOWA HHS

IMPA Training

Available Reports

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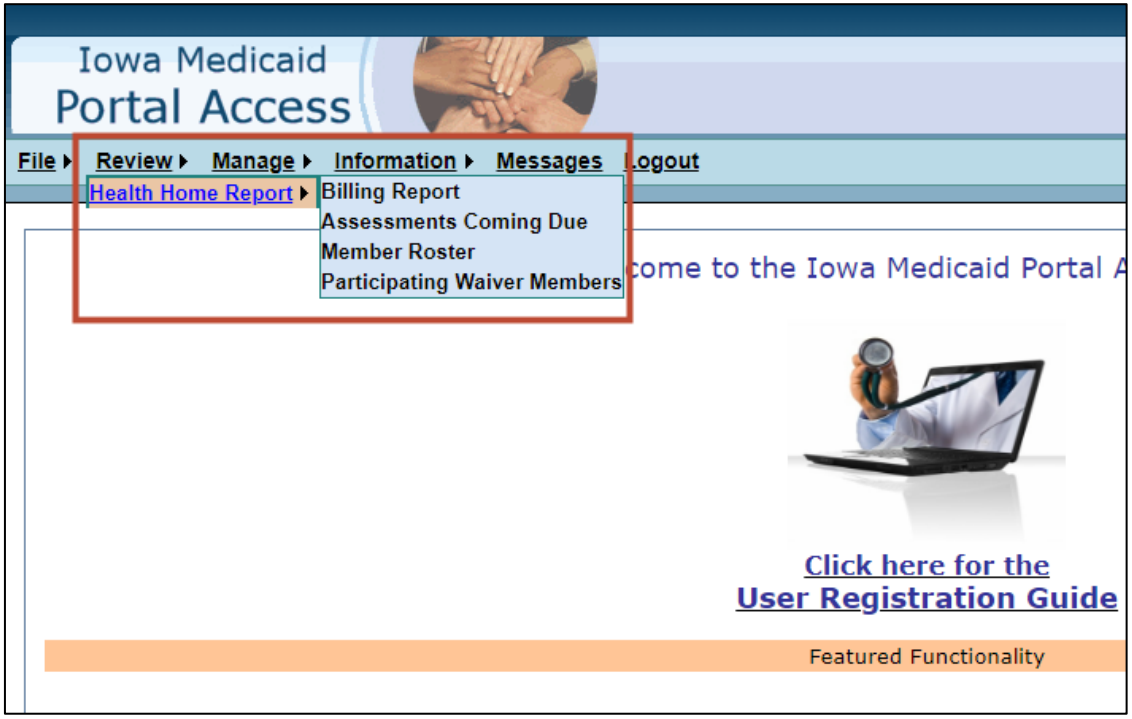
Available Reports

- Login to IMPA, hover over Review, click Health Home Reports:



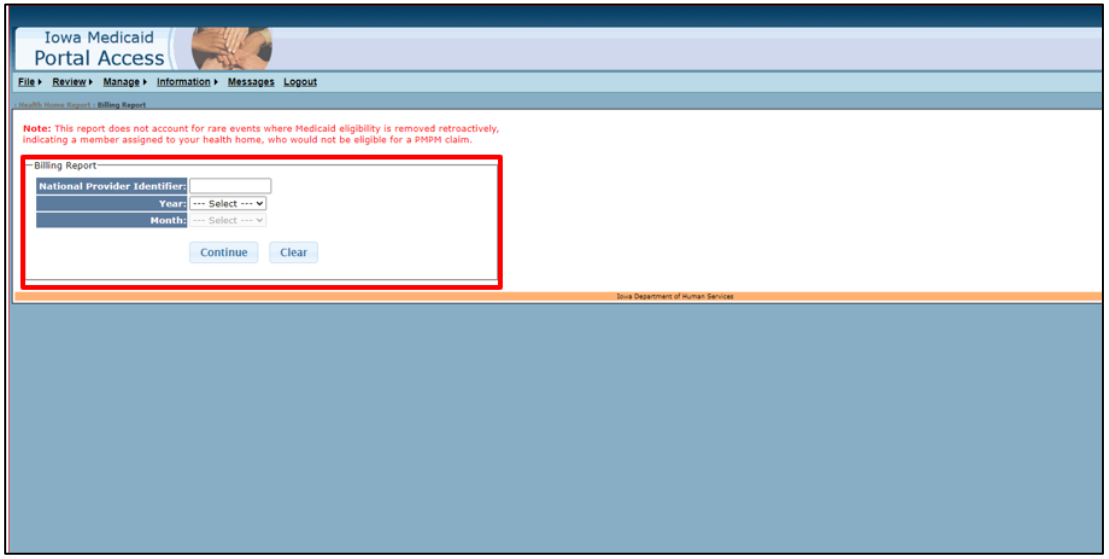
Available Reports
(continued)

- Billing Report
- Assessment Coming Due
- Member Roster Report
  - The Assigned report
  - The Unassigned report
  - Not Processed report
- Participating Waiver Members Report

Available Reports
(continued)

Billing Report

- The Billing Report provides information on all your members enrolled in the program.
- Enter in your organization's NPI, the applicable year and month.



Available Reports
(continued)

Billing Report

Note: This report does not account for rare events where Medicaid eligibility is removed retroactively, indicating a member assigned to your health home, who would not be eligible for a PMPM claim.

Billing Report

National Provider Identifier: [redacted]

Year: 2023

Month: January

Continue Clear

Export to CSV Print Billing Member List

NPI: [redacted] **Status: Enrolled and Assigned**

[redacted]

Total Number of State IDs : 13

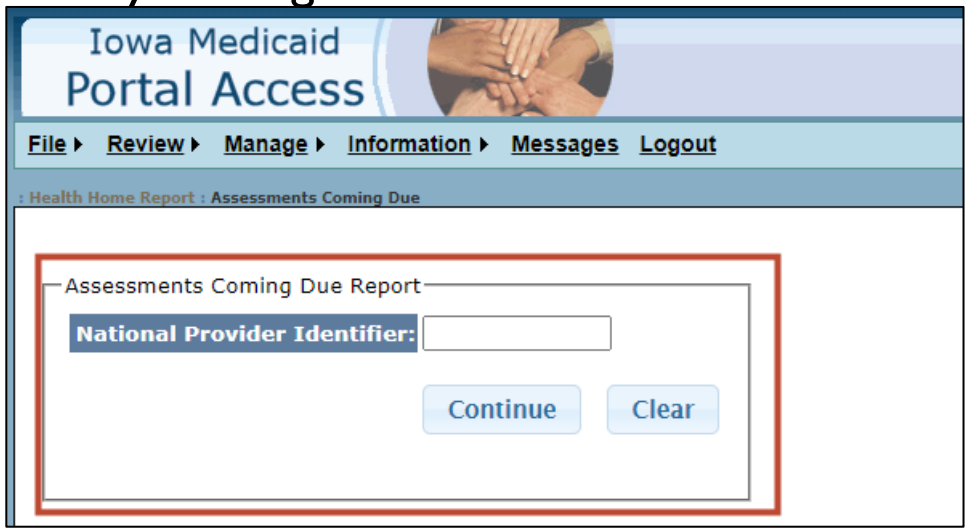
State ID	Member Name	Tier
[redacted]	[redacted]	5
		8
		5
		8
		7
		6
		6
		7
		8
		6
		5
		0
		8

IOWA HHS

Available Reports
(continued)

Assessments Coming Due

- The assessment coming due report will provide the state IDs that are currently enrolled in Medicaid and have an assessment coming due within the next 3 months.
- Enter your organization's NPI number and click continue.



Available Reports
(continued)

Assessments Coming Due

Assessments Coming Due Report

National Provider Identifier: [redacted]

Continue Clear

Export to CSV Print Assesments Coming Due List

NPI: [redacted] **Status: Enrolled and Assigned**

[redacted]

Total Number of State IDs : 1

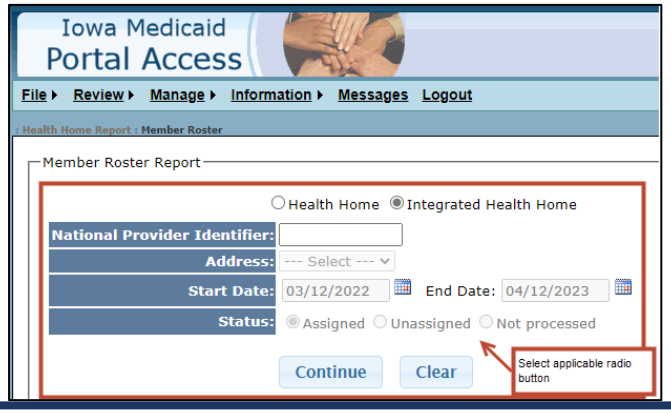
State ID	Member Name	Assessment Date	Tier	Diagnosis1-10
[redacted]		3/22/2022	6	[redacted]

IOWA HHS

Available Reports
(continued)

Member Roster Report

- **IMPORTANT**: This report is not the source of truth for your member enrollment (see Billing Report for member enrollment)
- This report has 3 different options for selection.
- Using the radio button at the top choose Integrated Heath Home
- Choose address – click tab or enter
- Enter the start and ending dates for the report.
- Using the radio buttons choose "Assigned", "Unassigned", or "Not Processed"



Available Reports
(continued)

Assigned Member Roster Report

- Provides a listing of members currently assigned to a health home or an integrated health home.
- The information provided on this report are:
  - State ID
  - Name
  - Assessment Date
  - Tier
  - Assigned
  - Last Action Date

Available Reports
(continued)

Assigned Member Roster Report

1 of 1 Select a format Export

IOWA DEPARTMENT OF HUMAN SERVICES

Member Roster Report

Date of Report: 04/12/2023

NPI: [redacted]

Address: [redacted]

Date Range: 03/12/2022 - 04/12/2023

*The Assigned report provides a listing of members assigned to a health home or an integrated health home.

Total Number of State IDs: 12

StateID	Name	Assessment Date	Tier	Assigned	Last Action Date
[redacted]	[redacted]	03/28/2023	5	Y	04/07/2023
[redacted]	[redacted]	12/21/2022	8	Y	12/21/2022
[redacted]	[redacted]	09/15/2022	5	Y	10/31/2022
[redacted]	[redacted]	07/22/2022	8	Y	10/28/2022
[redacted]	[redacted]	09/30/2022	7	Y	10/06/2022
[redacted]	[redacted]	12/28/2022	8	Y	01/25/2023

Available Reports
(continued)

Unassigned Member Roster Report

Provides a listing of members that are no longer assigned or have never been assigned to a health home or an integrated health home.

- The information provided on this report are:
  - State ID
  - Name
  - Assessment Date
  - Tier
  - Assigned
  - Last Action Date
  - Reason

Available Reports
(continued)

Unassigned Member Roster Report

1 of 1 Select a format Export

IOWA DEPARTMENT OF HUMAN SERVICES

Member Roster Report

Date of Report: 04/12/2023

NPI: [redacted]

Address: [redacted]

Date Range: 03/12/2022 - 04/12/2023

*The Unassigned report provides a listing of members that are no longer assigned or have never been assigned to a health home or an integrated health home.

Total Number of State IDs: 11

StateID	Name	Assessment Date	Tier	Assigned	Last Action Date	Reason
[redacted]		04/22/2022	7	N	11/04/2022	Assigned to MCO
		01/01/1900	4	N	10/12/2022	IHAWP Participation
		01/01/1900	4	N	10/27/2022	Assigned to MCO
		11/30/2021	6	N	06/27/2022	Assigned to MCO
		07/15/2021	6	N	08/31/2022	System Disenroll

Available Reports
(continued)

Not Processed Member Roster Report

Provides a listing of members that have requested enrollment into a health home or an integrated health home and will be processed at month end processing. Approximately 6 business days before the end of each month.

- The information provided on this report are:
  - State ID
  - Name
  - Assessment Date
  - Tier
  - Assigned
  - Last Action Date

Available Reports
(continued)

Not Processed Member Roster Report

1 of 1 Select a format Export

IOWA DEPARTMENT OF HUMAN SERVICES

Member Roster Report

Date of Report: 04/12/2023

NPI: [redacted]

Address: [redacted]

Date Range: 03/12/2022 - 04/12/2023

*The Not Processed report provides a listing of members that have requested enrollment into a health home or an integrated health home and will be processed at month end processing.

Total Number of State IDs: 13

StateID	Name	Assessment Date	Tier	Assigned	Last Action Date
[redacted]	[redacted]	12/21/2022	8		12/21/2022
		09/15/2022	5		10/31/2022
		07/22/2022	8		10/28/2022
		09/30/2022	7		10/06/2022
		12/28/2022	8		01/25/2023

IOWA HHS

Available Reports
(continued)

Participating Waiver Members Report

This report provides users with a listing of eligible and enrolled members that are also participating in an active waiver program along with their case manager contact information. The information provided in this report is for the current month only.

Use the radio button to select "Integrated Health Home"

- Enter: NPI
- Select: Address
- Click: Continue

Available Reports
(continued)

Participating Waiver Members Report

1 of 1 Select a format Export

IOWA DEPARTMENT OF HUMAN SERVICES

Participating Waiver Members

Date of Report: 04/12/2023

NPI: [redacted]

Address:

Date Range: 04/01/2023 - 04/30/2023

*This report provides users with a listing of eligible and enrolled members that are also participating in an active waiver program along with their case manager contact information. The information provided in this report is for the current month only.

HS = Habilitation Services | ID = Intellectual Disability | PD = Physical Disability | HD = Health & Disability | IHS = Iowa Plan Habilitation Services

State ID	Name	Waiver	Case Manager	Email	Phone	Address
[redacted]		CMH	[redacted]			
		HS				
		CMH				
		CMH				

Contact Information

For questions, contact:

- Iowa Medicaid Health Home program specific questions: Healthhomes@dhs.state.ia.us
- IMPA access questions/issues: impasupport@dhs.state.ia.us