



State of California—Health and Human Services Agency
California Department of Public Health

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EDMUND G. BROWN JR.
Governor

OFFICE OF AIDS (OA)
AIDS Drug Assistance Program (ADAP)

Management Memorandum
Memorandum Number: 2018-22

Date: June 8, 2018

TO: ADAP ENROLLMENT WORKERS

SUBJECT: IMPLEMENTATION OF MEDIGAP PREMIUM PAYMENTS AND
MEDICAL OUT-OF-POCKET (MOOP) BENEFITS FOR THE MEDICARE
PART D PREMIUM PAYMENT (MDPP) PROGRAM

The purpose of this memo is to inform ADAP enrollment workers that the California Department of Public Health (CDPH), Center for Infectious Diseases (CID), Office of AIDS (OA) has expanded the MDPP Program benefits to include payment of Medigap premiums and MOOPs for Medicare outpatient claims. This functionality is scheduled for release in the ADAP Enrollment System (AES) on June 14, 2018.

Program Overview

A supplemental Medicare policy ([Medigap](https://www.medicare.gov/supplement-other-insurance/medigap/whats-medigap.html) <https://www.medicare.gov/supplement-other-insurance/medigap/whats-medigap.html>) is private insurance that helps pay some of the health care costs that are not covered by traditional Medicare, like copayments, coinsurance, and deductibles. New and existing MDPP clients will now be eligible to receive assistance with their portion of their Medigap insurance premiums. In addition, CDPH will assist with eligible MDPP MOOP expenses.

General Program Requirements

- Active ADAP enrollment
- Active MDPP Program eligibility (if a client is deemed 100% Low Income Subsidy (LIS) they are no longer eligible.)
- Active Medigap plan, if applying for Medigap premium assistance

Providing Enhanced MOOP Benefits to MDPP Clients

Once a client has enrolled in MDPP, they are automatically eligible to submit MOOP claims per requirements outlined on page 2 of this memo. There is no additional action required by the enrollment worker.

- Reimbursements will be made to the medical provider.
- All MDPP clients will receive an identification (ID) card from Pool Administrators, Inc. (PAI), outlining the MOOP process. Clients will access the MOOP benefit by presenting their PAI-CDPH ID card to their medical provider at time of service.
- To confirm client's program eligibility, the provider's office may contact CDPH. The provider's office may call PAI to establish an electronic claims submission process for reimbursement.

Requirements for MOOP Assistance

For an MDPP MOOP to be successfully paid, claims are subject to the following requirements:

- **Date of Service** must be on or after June 1, 2018, and must be within MDPP Program and Part D Plan Start and End Dates
- **Claim Type** must be for an outpatient service, and must count towards the client's out-of-pocket maximum.
- **Billing Requirements:** CDPH must not be the primary payer; the client's primary insurance must be billed first.

Documentation Requirements for Medigap Premium Payment Assistance

The most recent Medigap billing statement must be uploaded to as Work Item in the AES.

Enrolling a Client with a Medigap Plan into MDPP

At the time of MDPP enrollment, the enrollment worker should ask the client if he/she has a Medigap plan that they would like premium payment assistance with. If yes, the client will be required to submit the following supporting documentation to an ADAP enrollment worker or CDPH. Upload via Work Item in AES:

- Completed ADAP Attestation form
- Most recent Medigap billing statement

Once the ADAP Advisor verifies the completed forms, the client will be enrolled into MDPP and the ADAP Advisor will enter Medigap information from the Medigap billing statement into AES.

Disenrolling a Client with a Medigap Plan from MDPP

If the client dis-enrolls from MDPP mid-year, any open Medigap plan(s) must be closed by the ADAP Advisor prior to AES disenrollment. If an enrollment worker becomes aware that a client no longer has MDPP, or is no longer eligible for ADAP or MDPP, notify your ADAP Advisor to close the Medigap plan.

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Please contact your ADAP Advisor if you have any questions regarding the information provided in this memo.

Thank you,

A handwritten signature in blue ink, appearing to read "Sandra Robinson".

Sandra Robinson, MBA
Chief, ADAP Branch
California Department of Public Health