### CUYAHOGA COUNTY BOARD OF HEALTH

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5550 Venture Drive Parma, Ohio 44130 216-201-2000 www.ccbh.net

## Ryan White Part A FY2024 Kick Off Meeting

Presented by:

Monica Baker, Anastassia Idov, Brittanie Evans, Alisha Cassady, Brian Lutz





## Meeting Agenda

- Welcome & Introductions (We're in this together!)
- General Program Updates
- Standards of Care
- CQM Overview
- Eligibility & CAREWare
- Epi Overview
- Ending the Epidemic (EHE)
- Program Requirements
- Questions



### Welcome!



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**Ryan White Overview** 

Monica Baker
Ryan White Part A Grant Supervisor

<u>mbaker@ccbh.net</u>

216-201-2001 x1535



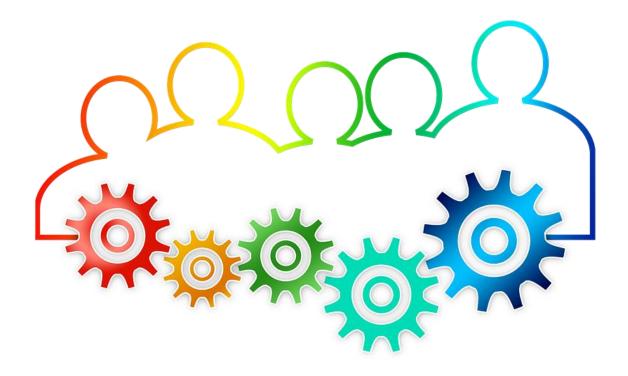


## Ryan White Part A Updates

- Competitive HRSA Application for 2025
- RFP for 2025-2027 this fall
- Standards of Care...stay tuned!

### What's new at CCBH?

### **CCBH HIV Services Team**



### HIV Services at CCBH

Population Health		Nursing and Clinical Services
Martha Halko - Director		Brandy Eaton - Director
Zach Levar - Deputy Director		Amy Geiss – Deputy Director
Monica Baker - RW Part A Supervisor	Erin Lark Turcoliveri - EHE Supervisor	Melissa Kolenz - HIV/STI Prevention Supervisor
Anastassia Idov - Program Manager	Vacant - Program Manager	Shameem Ahmad – DIS Program Manager
Melissa Hansen – CQM Program Manager		LaJuanna White - DIS Program Manager
Brittanie Evans - Grant Coordinator	Brian Lutz - Program Manager	Danielle LeGallee – Program Manager
		3 vacant DIS positions
Toni Mallory - Admin. Specialist	Erin Janowski - Grant Coordinator	6 FTE DIS

### Questions?



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### **Standards of Care**

Anastassia Idov
Ryan White Part A Program Manager
<a href="maidov@ccbh.net">aidov@ccbh.net</a>



# Ryan White Part A Program Manager

- Supports the Ryan White Part A sub-recipients in providing HIV care and support services to underserved and underinsured clients living in six-county Cleveland Transitional Grant Area
- Responsible for administrative reports and contracts
- Assists in monitoring sub-grantee budgets
- Reviews requests for proposals
- Monitors program activities and processes
- Reviews semi-annual reports from sub-grantees
- Participates in annual monitoring
- Assists with TA coordination
- Provides MCMs with additional information and resources, based on requests and needs

## Program Management Plan for FY24



#### **Collaboration:**

- How can we work together?
- What can I do to support you?
- How can we make a bigger impact?



### Cleveland TGA Standards of Care (SOC)

#### Access at:

https://ccbh.net/ryan-white-provider-resources/



- Each service category has standards and guidelines that all activities under that category must adhere to.
- The SOC also provide the framework for the yearly monitoring that the Part A office conducts.
- Every few years the Part A office updates the SOC based on feedback from the Part A-funded agencies and the community
- We'll go through this process in FY24

### **SOC Core Services**

#### Ryan White Part A

#### Medical Case Management

#### SERVICE CATEGORY DEFINITION

#### Medical Case Management:

Medical Case Management is the provision of a range of client-centered activities focused on improving health outcomes in support of the HIV Care Continuum. Activities may be prescribed by an interdisciplinary team that includes other specialty care providers. Medical Case Management includes all types of case management encounters (e.g. face-to-face, phone

- · Initial and updated psychosocial assessment of service needs, along with acuity scale
- Development of a comprehensive, individualized care plan, with updates
- Timely and coordinated access to medically appropriate levels of health and support services and continuity of care
- Continuous client monitoring to assess the efficacy of the care plan
- Re-evaluation of the care plan at least every 6 months with adaptations as necessar
- Ongoing assessment of the client's and other key family members' needs and personal support systems
- Treatment adherence counseling to ensure readiness for and adherence to complex HIV treatments
- · Client specific advocacy and/or review of utilization of services

ontact, and any other forms of communication). Key activities include:

In addition to providing the medically oriented services above, Medical Case Management may also provide benefit counseling by assisting eligible clients in obtaining access to other public and private programs for which they may be eligible (e.g. Medicadi, Medicare Part D. State Pharmacey Assistance Programs, Pharmaceutical Manufacturer's Patient Assistance Programs other state or local health care and supportive services, and insurance plans through the health insurance Marketplace Exchanges).

Individuals providing medical case management must be a licensed social worker and are expected to have specialized training in medical case management models.

Medical Case Management includes all provisions listed above and requires a patient whose acuity level requires the case manager also manage their medical care, schedule and monitor medical appointments, lab work, medication treatment adherence, other indicated services including dietician, mental health and substance abuse screenings/treatment and other supports

At least 75% of service funds must be used for core medical-related services

- Early Intervention Services (EIS)
- Home and Community-Based Health Services
- Home Health Care
- Medical Case Management (MCM)
- Medical Nutrition Therapy
- Mental Health Services
- Oral Health Care
- Outpatient Ambulatory Health Services (OAHS)

### SOC Support Services

#### Ryan White Part A

#### Non-Medical Case Management Services

#### SERVICE CATEGORY DEFINITION Non-Medical Case Management Services: Non-Medical Case Management services provide guidance and assistance in accessing medical, social, community, legal, financial, and other needed services. Non-Medical Case Management Services have as their objective providing guidance and assistance in improving access to needed services whereas Medical Case Management services have as their objective improving health care outcomes · Housing coordination and referral assistance to enable an individual to gain or maintain access to and compliance with HIV related medical care and treatment. Or, · Benefit coordination to include assisting eligible clients to obtain access to other public and private programs for which they may be eligible. · Initial assessment of service needs · Development of a comprehensive, individual care plan · Continuous client monitoring to assess the efficacy of the care plan · Re-evaluation of the care plan at least every 6 months with adaptions as necessary · Ongoing assessment of the client's and other key family member's needs and personal suppor CLIENT INTAKE AND ELIGIBILITY All agencies are required to have a client intake and eligibility policy on file. It is the responsibility of the agency to determine and document client eligibility status, as outlined in the Ryan White Part A-Cleveland TGA Eligibility Policy. Live in the Cleveland TGA (Cuyahoga, Ashtabula, Lake, Lorain, Geauga, or Medina County) · Have an HIV/AIDS diagnosis . Have a household income that is at or below 500% of the federal poverty level · Be uninsured or underinsured ervices will be provided to all Ryan White Part A-qualified clients without discrimination on the basis of: HIV infection, race, creed, age, sex, gender identity or expression, marital or parental status, sexual ntation, religion, physical or mental handicap, immigrant status, or any other basis prohibited by law

Up to 25% may be used for support services that contribute to positive medical outcomes

- Emergency Financial Assistance (EFA)
- Food Bank / Home Delivered Meals
- Medical Transportation (MT)
- Non-Medical Case Management Services (NMCM)
- Other Professional Services
- Psychosocial Support Services

## Early Intervention Services (EIS)



#### Target Population:

- Newly diagnosed
- Receiving other HIV/AIDS services but not in primary care
- Formerly in care
- Never in care
- Unaware of HIV status

## Early Intervention Services (EIS)



#### Must include EIS Components:

- Targeted HIV testing (not funded through Ryan White Part A)
- Referral Services to improve care and treatment services as key point of entry
- Access and linkage to HIV care and treatment services
- Outreach services and Health education/ Risk Reduction related to HIV diagnosis

## Early Intervention Services (EIS)



#### Transitioning out of EIS

- Local TGA standard: "Clients are transitioned out of EIS once EIS objectives are met and/or client is proven to be in stable medical care"
- Follow the transition protocol established by your agency
- Sample transition case note:

Client is being transitioned from EIS to MCM effective today as evidenced by the following:

- -Attending medical appointments regularly with ID provider -Consistent engagement with Ryan White program

- -Taking ART medications as prescribed -Viral Load Suppression as defined by CDC (<200 copies)
- -Demonstration of basic understanding of HIV medical care
- -Demonstration of basic understanding of U=U
- -Last VL on [date] was [??] and CD4 was [??]

## Questions?



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### **Clinical Quality Management**

Monica Baker
Ryan White Part A Grant Supervisor
mbaker@ccbh.net





## CQM

### **Purpose**

- Assess the quality and extent to which HIV/AIDS health and social services are provided to program participants
- Develop strategies for ensuring that such services are consistent with the HRSA guidelines for program improvement

## Components of a CQM program

### Infrastructure

- Who is involved
- Stake Holders

### Performance Measures

What is being measured

### Quality Improvement

- Plans
- Interventions
- Evaluation

### Cleveland TGA Infrastructure

- Ryan White Part-A Leadership
- Internal CQM committee
- CQM Program Manager
- Epidemiologist
- Sub-recipient dedicated staff
- Community Stakeholders



### Performance Measurement

#### Definition:

- Process of collecting, analyzing, and reporting data regarding patient care, health outcomes on an individual or population level, and patient satisfaction.
- Linked to Care
- Retained in Care
- Antiretroviral Use
- Viral Suppression



### Quality Improvement

- The coordination of activities aimed at improving:
  - patient care
  - health outcomes
  - patient satisfaction.

 Quality improvement activities should be implemented in an organized, systematic fashion using a defined approach (PDSA).

\*\*All QI activities should be documented\*\*

## Project Methodology:PDSA

#### Act

- What changes are to be made?
- Next cycle?

#### Plan

- Objective
- Predicitions
- Plan to carry out the cycle (who, what, where, when)
- Plan for data collection

#### Study

- · Analyse data
- Compare results to predictions
- Summarise what was learned

#### Do

- Carry out the plan
- Document observations
- Record data

### Questions?



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**CAREWare & Eligibility** 

Brittanie Evans
Ryan White Part A Grant Coordinator
bevans@ccbh.net



# Ryan White Part A Grant Coordinator

#### CAREWare Lead

- Deleting & uploading documents
- Ensuring eligibility requirements are met
- Annual RSR (Ryan White Services Report) assistance

### Medical Case Manager Network Lead

Organizing quarterly meetings to address any service delivery barriers, or changes to the program

### Monitoring Lead

- Annual check-in at each agency to monitor services provided in the previous fiscal year
- Ensuring that services provided at each agency are standard across the board
- Addressing any communication gaps between clients/providers/agencies/CCBH

# Ryan White Part A Grant Coordinator

#### HIV Services Newsletter

- Creating & designing a bi-annual newsletter (sent in June & December)
- Includes relevant content from HIV consumers, providers, and agencies in the Cleveland TGA

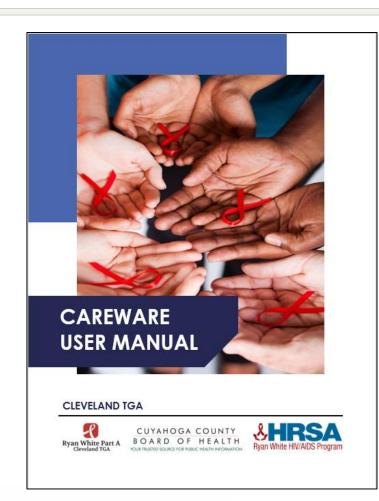
#### Bi-Weekly Info Share

 Bi-Weekly email sent to the HIV services network with trainings, events, and/or resources available to consumers and providers

#### CCBH Ryan White website updates

- Ensuring provider resources are up-to-date
- Uploading all Planning Council documents

### **CAREWare Data**



- Enter services and clean data monthly
- Refer to CAREWare Manual to resolve issues updated March 2024
- Ryan White Services Report (RSR) annual client level data report submitted to HRSA
- Program lead should monitor time and effort between budgets and CW units
- Quarterly data deficiency notices and additional reminders as necessary

## Eligibility

- Ryan White Part A eligibility policies should align with HRSA/ Cleveland TGA guidance
- Train new staff as applicable
- Staff should upload eligibility documents to CAREWare within 3 business days
- Request TA as needed
  - Email bevans@ccbh.net or call 216-201-2000 x1316

## Meeting Reminders



#### Provider Services Meeting – in person

- Friday, March 22<sup>nd</sup> from 9:00 AM-12:00 PM
- RSVP to me via email if you are planning on attending
- PowerPoint slides due to me by this Friday, March 15 (today!)

#### Medical Case Manager Meetings

- April 16, 2024
- July 16, 2024
- October 15, 2024
- January 21, 2025

### Eligibility Training - virtual

- Wednesday, May 1<sup>st</sup> from 9:00-10:00 AM
- Required for all CAREWare Users & direct service providers
- Save the date email will be sent out soon

## Questions?



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### Cleveland TGA Epidemiology Overview

Alisha Cassady Epidemiologist acassady@ccbh.net



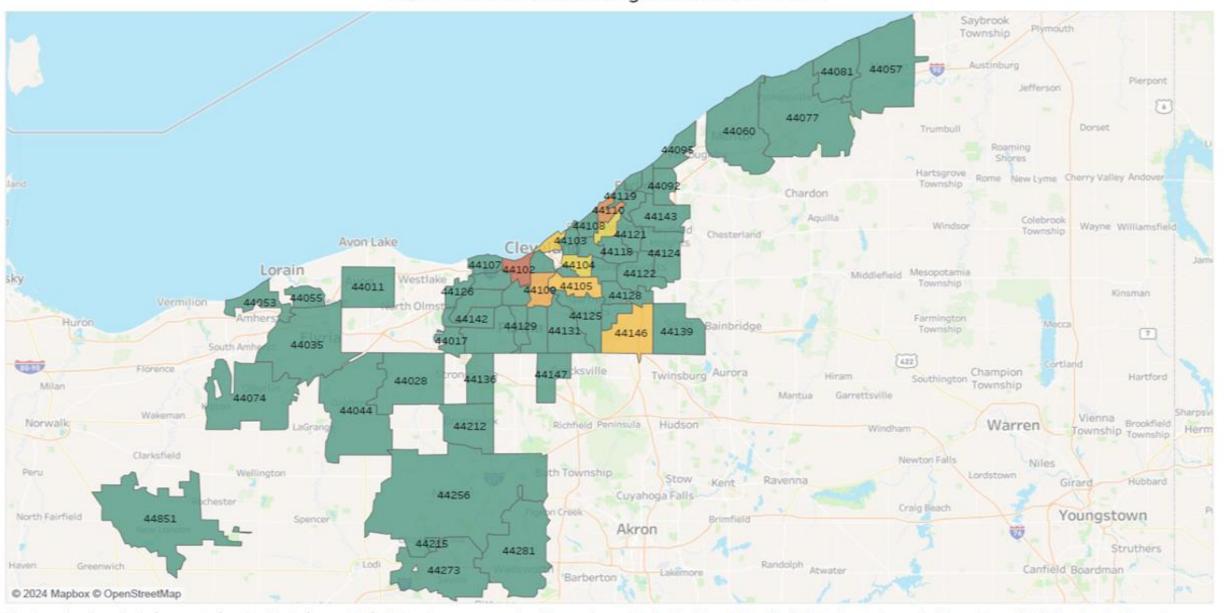
### 2023\* Cleveland TGA Epidemiology Summary

### **Incidence/New Cases**

- > 171 new cases in the TGA in 2023
  - > minimal change from 2022
- ➤ Males made up 85% of new cases in the grant area
  - ➤ More specifically, *almost half (47%)* of new cases were Black/African American males.
- ➤ Highest number of new cases was in the 20 24 year old age group (23% of cases).
  - > Almost half (47%) of new cases were below the age of 30.
- > Around 1/3 (36%) of new cases were males who had sexual contact with another male in the last 12 months.

Ryan White Part A

#### 2023\* Cleveland TGA Region 3 HIV Incidence



Map based on Longitude (generated) and Latitude (generated). Color shows suppression. The marks are labeled by Diagaddress Zip 9. Details are shown for Diagaddress Zip 9. The view is filtered on Latitude (generated), Longitude (generated) and suppression. The Latitude (generated) filter keeps non-Null values only. The Longitude (generated) filter keeps non-Null values only. The suppression filter includes everything.

## 2023\* Epidemiology Western Counties: Lorain and Medina

#### **Incidence/New Cases**

- >21 new cases in the 2 counties
  - **28%** *decrease* from 2022
- > All cases were male
  - > Almost ¾ (71%) of cases were white
- >38% of cases were in those 30 39 years old
- > 1/3 of cases were males who had sexual contact with a male in the last 12 months.





#### 2023\* Epidemiology Eastern Counties: Lake, Geauga, Ashtabula

#### **Incidence/New Cases**

- > 10 new cases, all in Lake County
  - 44% decrease from 2022
- >90% of cases were male
  - ➤ Black males comprised 10% of cases while white males comprised 70% of cases
- >40% of cases were under 30 years old
- ➤ 40% of cases were males who had sexual contact with a male in the last 12 months.





#### 2023\* Epidemiology: Cuyahoga County

#### **Incidence/New Cases**

- > 140 new cases in the county in 2023
  - 12% increase from 2022
- ➤ Males made up 83% of new cases in the county
  - > Specifically Black males made up over half (54%) of new cases
- ➤ The highest number of new cases were in the 20 24 year old age group (26% of new cases)
  - > Over half (53%) of cases are under 30 years old
- > Over 1/3 (36%) of cases were males who had sexual contact with a male in the last 12 months





#### Recommended Data-Driven Priority Populations Based on 2023\* Epidemiology

#### **Cuyahoga County**

- Black males
- Men who have sex with men (MSM)
- Under Age 30

#### **Eastern and Western Counties**

- > White males
- ➤ Under age 30
- > MSM





## Priority Zip Codes for Testing and Outreach in Cuyahoga County

#### Top 5 by incidence\*:

- 44102
- 44110
- 44109
- 44105 / 44146 (tied)

\*2023 data as of 2/28/2024; data is preliminary and subject to change

## Top 5 by prevalence of PLWH\*\*:

- 44102
- 44107
- 44109
- 44111
- 44120





<sup>\*\*</sup>data from 2021; provided by Ohio Department of Health (ODH)

### Testing Ideas/Recommendations for Cuyahoga County

- Working with LGBT Center to offer testing and PrEP options
- Working with Community Development Centers
- Agencies working in Cuyahoga County continue to test in priority populations
- Bring more testing to places where high risk populations may frequent and also during "off-hours"
- Utilize social media to promote education and testing





#### **Testing Ideas/Recommendations for Outlying Counties**

- Working with LGBT Centers/Alliances
- Working with the jails/prisons



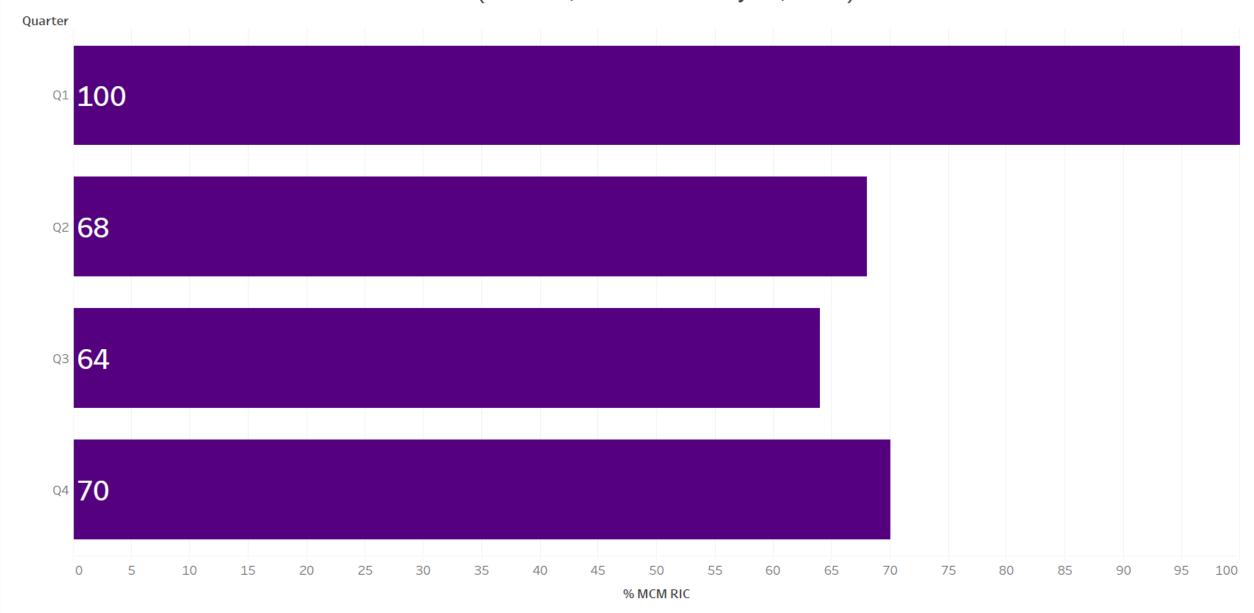


# CQM Outcomes

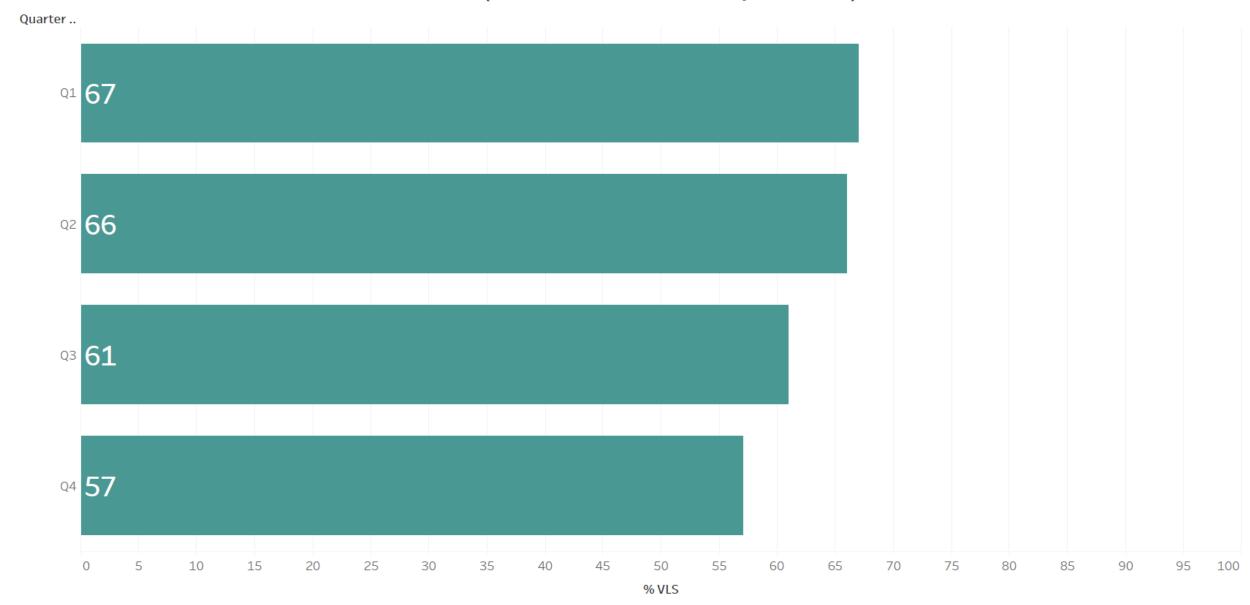
**FY2023** 



## Medical Case Management (MCM) - Retained in Care (RIC) FY2023 (March 1, 2023 - February 29, 2024)



#### Viral Load Suppression (VLS) FY2023 (March 1, 2023 - February 29, 2024)



# CARE CONTINUMS

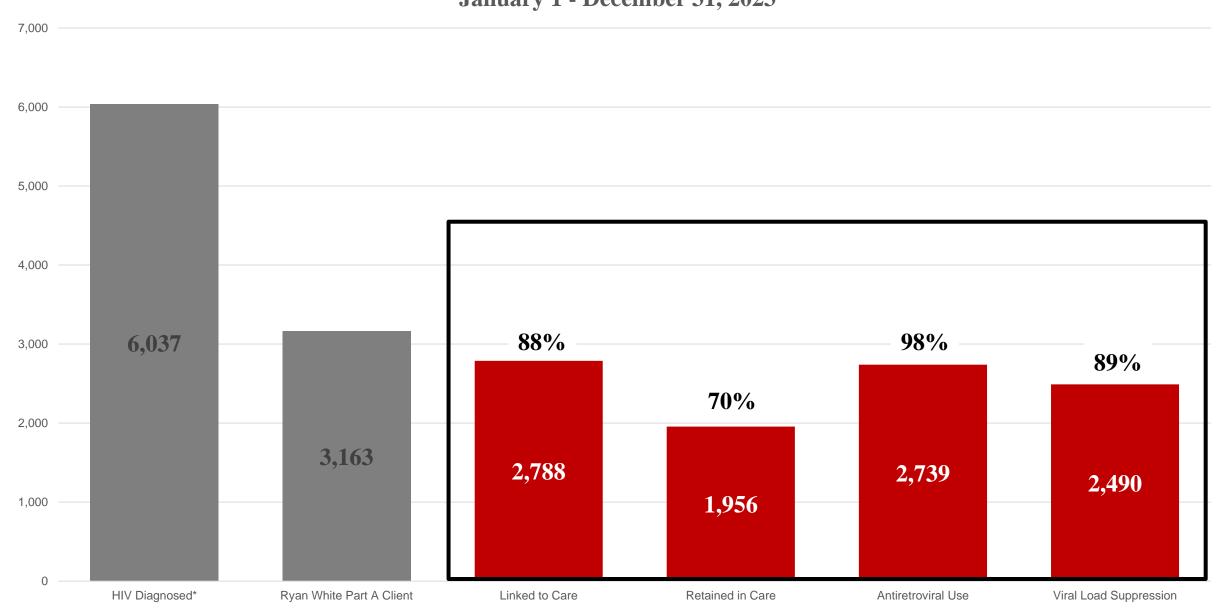
CY2023



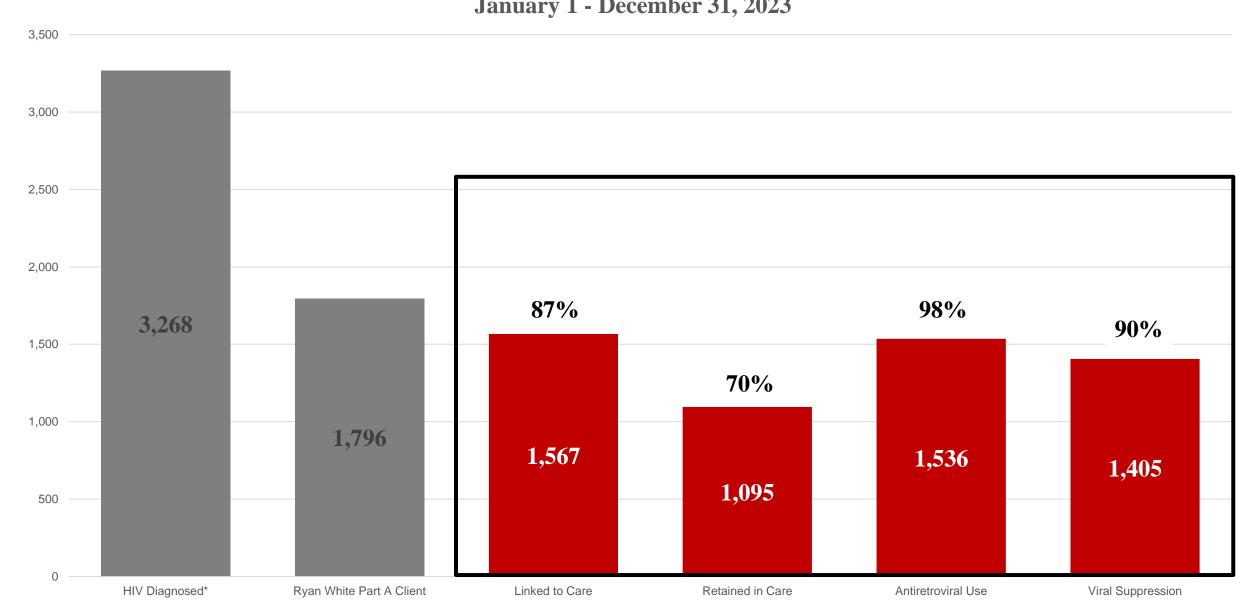
#### **Care Continuum Definitions**

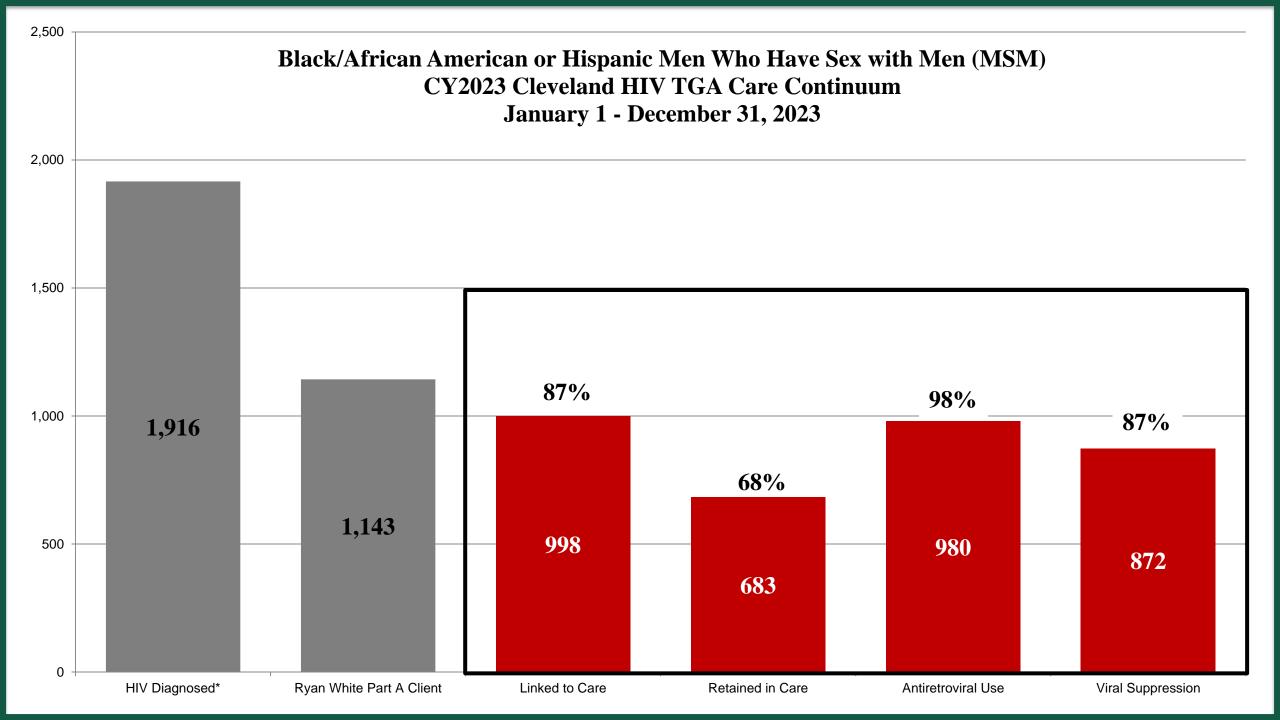
- <u>HIV Diagnosed</u>: diagnosed HIV prevalence in the jurisdiction as reported by the Ohio Department of Health (ODH). \*Please note: The most recent available prevalence data from the ODH is as of December 31, 2022.
- Ryan White Part A Clients: Number of diagnosed individuals who received a Ryan White Part A funded service in the measurement year.
- <u>Linked to Care (LTC)</u>: Number of Ryan White Part A eligible clients that had at least one medical visit, viral load test, or CD4 test in the measurement year.
- Retained in Care (RIC): Number of Ryan White Part A eligible clients who had two or more medical visits, viral load or CD4 tests, performed at least three months apart during the measurement year.
- Antiretroviral Use (ART): Number of Ryan White Part A eligible clients receiving medical care who have a documented antiretroviral therapy prescription on record in the measurement year.
- Viral Suppression (VLS): Number of Ryan White Part A eligible clients receiving medical care whose most recent HIV viral load within the measurement year was less than 200 copies/mL.

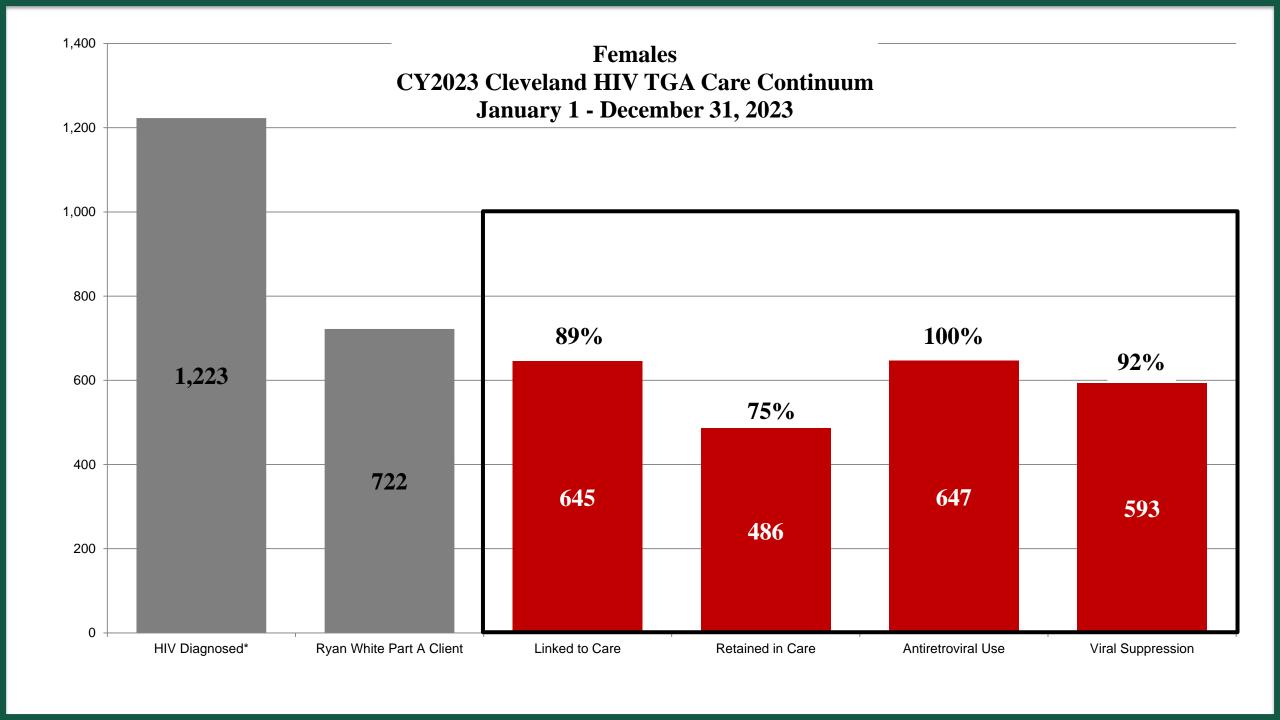
#### CY2023 Cleveland TGA HIV Care Continuum January 1 - December 31, 2023

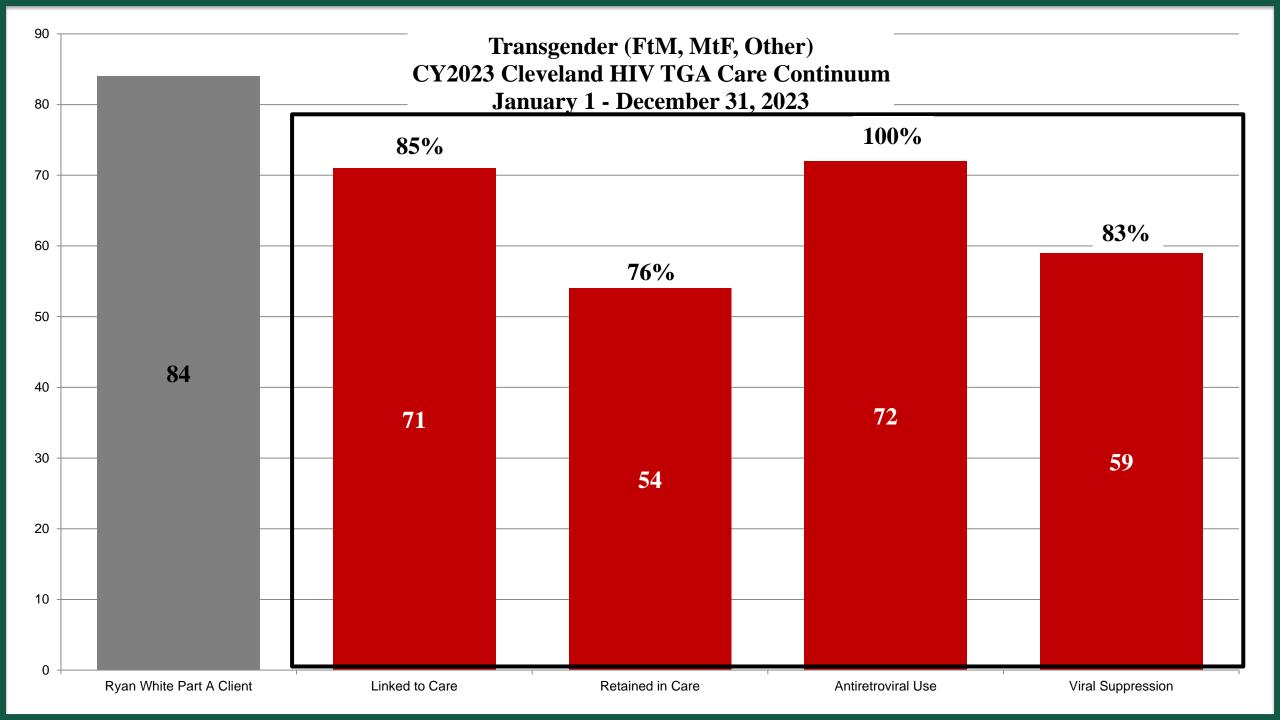


## Men Who Have Sex with Men (MSM) CY2023 Cleveland TGA HIV Care Continuum January 1 - December 31, 2023

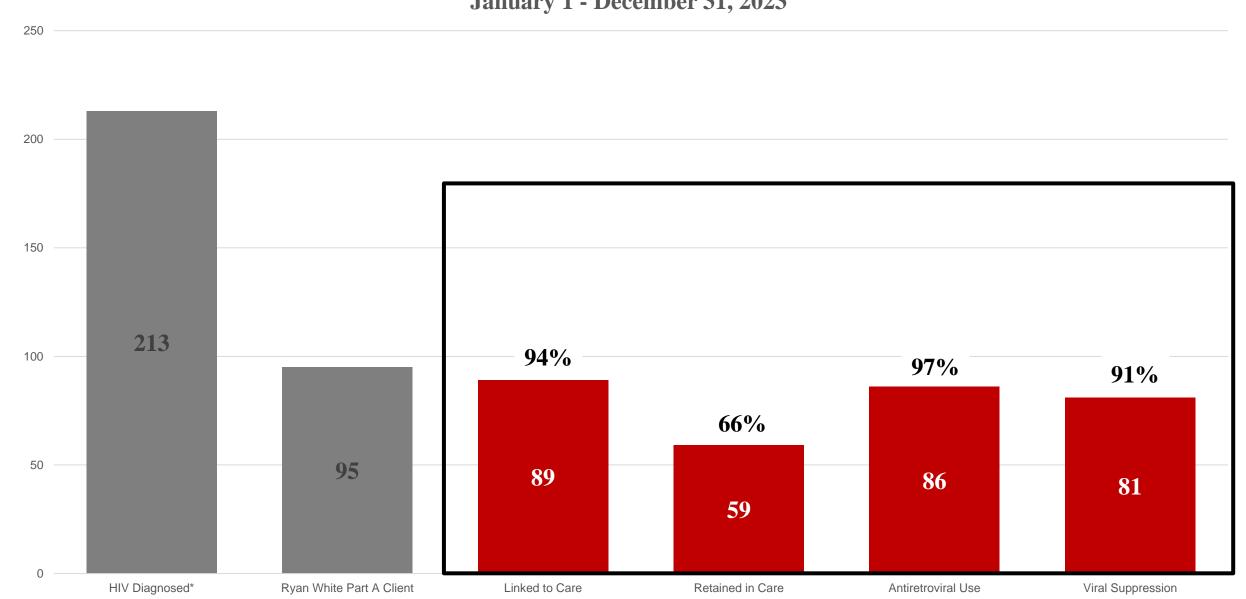


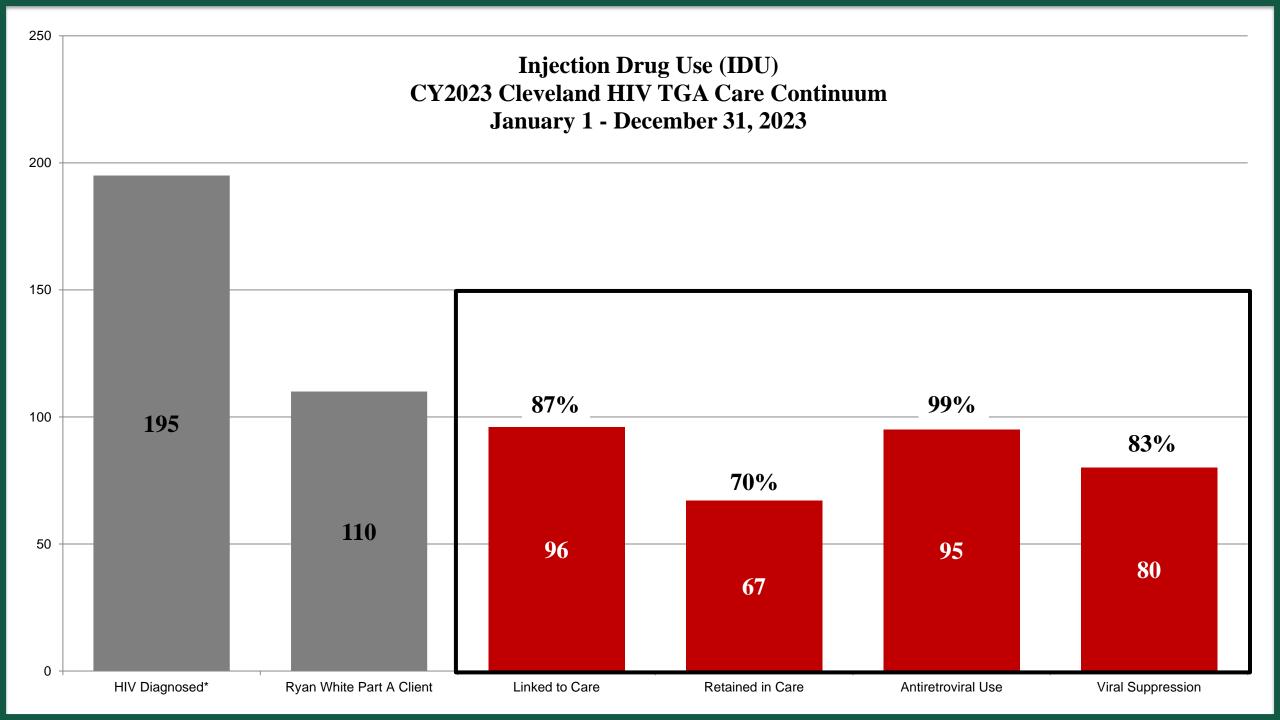


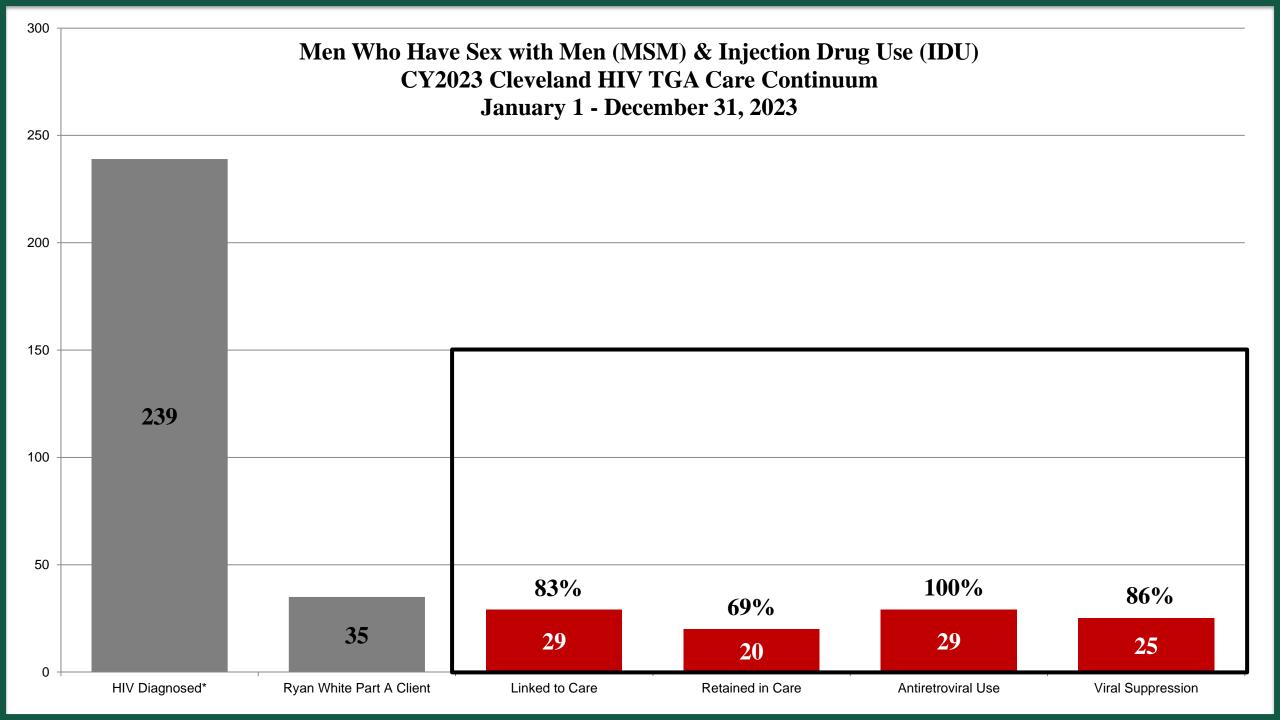




Youth Age 13-24 CY2023 Cleveland TGA HIV Care Continuum January 1 - December 31, 2023







## Questions?



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#### EHE

Brian Lutz
EHE Program Manager
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Ending the HIV Epidemic

## **Ending the HIV Epidemic - Care**

**Grant Year 2024** 

March 1, 2024 – February 28, 2025

## **EHE Program Contacts**

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EHE Supervisor

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Erin Janowski (she/her) EHE Grant Coordinator

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Brian Lutz (he/him)
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Sonji Deal (she/her)
EHE Disease Intervention
Specialist
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Ending
the
HIV
Epidemic

2022: 122 new diagnoses 19% reduction **GOAL:** 

**75%** 

reduction in new HIV infections

by 2025

and at least

90%

reduction by 2030.

151 2018

15
2030
Cuyahoga County

www.hiv.gov



## **Federal Key Strategies**

The Ending the HIV Epidemic initiative focuses on four key strategies that, implemented together, can end the HIV epidemic in the U.S.: **Diagnose, Treat, Prevent, and Respond.** 



Diagnose all people with HIV as early as possible.

**Treat** people with HIV rapidly and effectively to reach sustained viral suppression.





**Prevent** new HIV transmissions by using proven interventions, including pre-exposure prophylaxis (PrEP) and syringe services programs (SSPs).

**Respond** quickly to potential HIV outbreaks to get needed prevention and treatment services to people who need them.



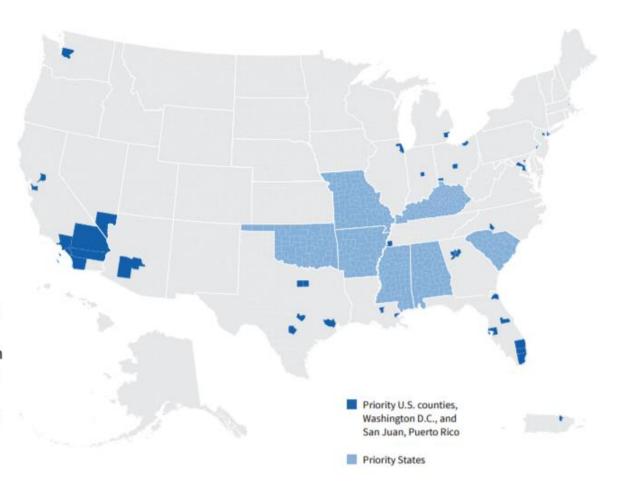




# The Initiative focuses resources on areas where HIV transmission occurs most frequently.

#### **Geographical Selection:**

To achieve maximum impact, the Ending the HIV Epidemic initiative focuses its Phase I efforts in 48 counties, Washington, DC, and San Juan, Puerto Rico, where >50% of HIV diagnoses occurred in 2016 and 2017, and an additional seven states with a substantial number of HIV diagnoses in rural areas.



# Cuyahoga County: Overarching EHE Strategies

Reduce Systemic Racism LGBT Inclusivity & Care

Priority Populations

Social Impact Media Health Education

Workforce Development

Modernization of HIV Laws

Data & Research Infrastructure



## **EHE Prevention Projects**

- Testing at Emergency Rooms, County Correctional Facility, & SSP locations.
- HIV Education in Schools
- Community Education & Outreach
- HIV Self-Test Kit Distribution
- EHE DIS Sonji Deal
  - Outreach rapid testing/linkage and self-test distribution
- New Spring 2024: Partnerships with Juvenile Detention Center and FLEX Spas Cleveland.

## **EHE Care Projects\***

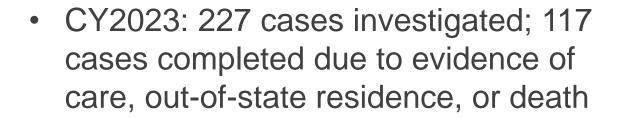
- (OAHS) Rapid Start ART
- Medical Transportation
- Intensive Medical Care Management
- Community Health Worker Certification
- EIS-Peer Navigation (CHW)
- Psychosocial Support
- Emergency Financial Assistance

\*EHE Care Projects funded by CCBH/HRSA; not representative of all regional EHE efforts.



## Data 2 Care

- Collaboration with the Ohio Department of Health
- Not-in-Care (NIC) List
  - Out of care for 18+ months
  - May through October



EHE DIS Sonji Deal



## Intensive Medical Case Management

- Extension of RW MCM
- Smaller caseload to address more time-intensive needs such as behavioral & mental health.
- Does not need to qualify for RW-A
- Efforts to streamline the identification of clients, transition process & client satisfaction with services.



## **Medical Transportation**

- Transportation Assistance for non-virally suppressed clients.
- Includes non-traditional options like ride-share (ex. Lyft) or gas cards.
- Enhances other projects like D2C, IMCM, & Rapid ART.



## Rapid Start of ART

- Same-day meds (or within the week) for newly diagnosed or reengaged in-care clients
- Follow-up outreach (frequency varies) but starts soon after treatment and continues for a period of time (ex. 6 mts.)
- Collaboration with ED, satellite clinics, & community testing sites to "fast track" patients
- FYI: CCBH Title X clinic has 7 day supply



## CHW's as Peer Navigators

- 5 Cohorts completed the CSU curriculum & AVOC training.
  - Must either live with HIV or be a caretaker of someone living with HIV.
- CHW training & recruitment will resume in FY2024. Free tuition!
- Continued focus on service hours, agency placement, & obtaining CHW credentials for those trained.
- Three EHE-funded Peer Navigator positions with local providers.
- New in Fall 2024: Online & Hybrid CSU curriculum options.



## **Psychosocial Support Services**

Psychosocial Support Services provides individual and/or group support and counseling services to address clients' continuing behavioral and physical health concerns.

#### Key activities include:

- Support and counseling activities
- HIV support groups
- Pastoral care/counseling services
- Caregiver support

Exclusions: Funds under this service category may not be used for social/recreational activities or to pay for a client's gym membership.

### **Emergency Financial Assistance**

Emergency Financial Assistance (EFA)\* provides limited one-time or short-term payments to assist the client with an emergent need to pay for essential items or services to improve (or maintain) health outcomes.

EFA activities are composed of the following eligible services:

- 1. Emergency rental assistance (first month's rent, past due rent)
- 2. Emergency utility payments (gas, electric, and water)
- 3. Emergency telephone service payments
- 4. Emergency food vouchers
- 5. Emergency moving assistance
- 6. Emergency medication



<sup>\*</sup>Please note that Standards of Care for FY24 will be updated as of 03/15 to reflect all allowable forms of assistance

### EFA - New in FY2024

- \$2,500 or 3 instances (whichever occurs first)
  - Increase in amount (previously \$1,200)
  - Increase in the number of payments (previously no more than 2x)
- Reminder, exceptions to the unallowable list can be made by submitting the Exception Request Form (Appendix A of SoC)



### love leads here.org

Cuyahoga County Board of Health HIV Prevention & Care

- Social Media & Community Resources
  - PrEP campaign
  - U=U campaign
  - Anti-Stigma campaign
  - Testing campaign
  - Syphilis campaign (not funded by EHE)
- Local models
- Use & share for your agencies

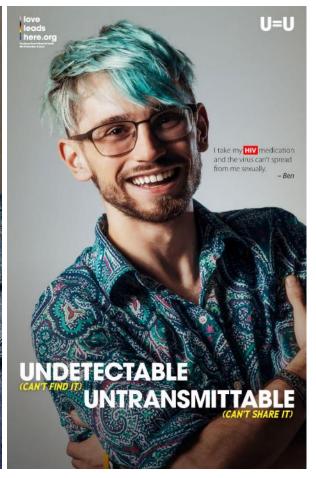
More in the works for FY24!
Stay Tuned!



# Social Media Campaigns





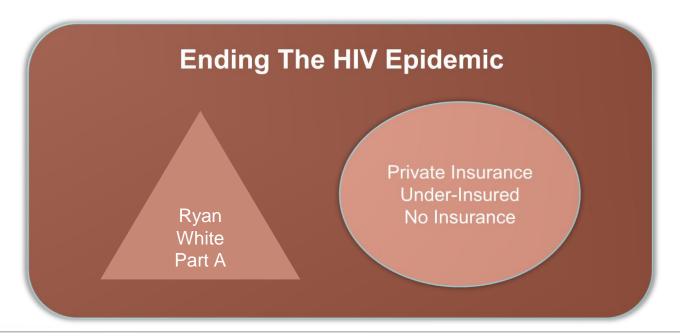


# **EHE Eligibility**

- Not the same as it is for RW
- Must have an HIV diagnosis & either (a) live in Cuyahoga County or (b) receive services in Cuyahoga County
  - Client A: PLWH, lives in Parma
  - Client B: PLWH. lives in Willowick, but goes to an EHE-funded support group in Cuyahoga County
- EHE can support both RW patients, under-insured, and uninsured.
- It is not as clear-cut as RW vs. Insurance vs. Self-Pay

# **EHE Eligibility**





# EHE Eligibility Example

Patient Judy Garland tests positive for HIV at an SSP site. She presents to her first treatment appointment without insurance or income. She lives in Avon Lake. She is RWPA eligible upon review at a 3-month follow-up. Nine months after her diagnosis, she has lost access to her car and is behind on her rent.

#### What EHE services is Judy eligible for?

- (OAHS) Rapid Start ART—available at the first visit for all newly diagnosed or re-engaged in care.
- IMCM—due to substance abuse.
- **Medical Transportation**—no car for RW parking voucher and no direct bus line from Avon to the provider. *If this reduces or maintains viral suppression, it's allowable.*
- **EFA**—If this reduces or maintains viral suppression, it's allowable. The case manager should discuss one-time payment, job & housing options.

Can Judy still be a RW patient for all other services she receives?



# **Looking Ahead**

- EHE Year 5 Implementation Plans, Due April 5<sup>th</sup>
- 60-day Meetings to be scheduled
- EHE Standards of Care Manual was updated for the FY2024 fiscal year. They will be sent to your agency following this meeting.
- Agencies that do not use CAREWare will receive a spreadsheet to track travel, gift cards, and mileage reimbursement. They will be sent to your agency with the final signed copy of the contract.
- Updated EHE staff contact list due today



We Hear You!

# Save the Date!

Get ready for planning, committees, shorter meetings, and more networking! Cuyahoga County Ending the HIV Epidemic

Community Advisory Group Meeting

> 4.10.24 9:00 AM - 12:00 PM

Cuyahoga County Board of Health 5550 Venture Drive, Parma, OH, 44130

Join us to LEARN about current EHE funded initiatives, SHARE community resources, and BUILD strategies for meeting the Cuyahoga County's EHE Jurisdictional Plan goals to end the HIV epidemic. All are welcome!

2024 Kickoff Meeting

Click here to register

Contact Erin Janowski with questions at ejanowski@ccbh.net



# Questions?



### CUYAHOGA COUNTY BOARD OF HEALTH

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5550 Venture Drive Parma, Ohio 44130 216-201-2000 www.ccbh.net

#### **Cleveland TGA Program Requirements**

Monica Baker
Ryan White Part A Grant Supervisor

<u>mbaker@ccbh.net</u>

216-201-2001 x1535



### Fiscal Summary



## Awaiting FY2024 Full Part A /EHE Care awards March/April timeline (estimated)

- Partial Contracts sent out 1st week in March to comply with legislative requirements
- Budget meetings will be scheduled after full award is received and allocated
- When a contract is revised, an updated budget should be submitted within 2 weeks

#### Things to keep in mind...

- Administrative costs cannot exceed 10% of total invoice
- All invoiced expenses must match the allowable costs listed on the approved budget



- Invoices are due monthly
- Request approval from Recipient for late invoice submissions and reasons for extension request
- Back up documentation must be included with all invoices and must align with data reported in CAREWare
- Designate a fiscal contact from your agency
- Rwinvoices@ccbh.net

### **Primary Contact**



### Designate a Program Contact

- This individual acts as the liaison between CCBH and respective agency
- Responsible for dissemination of materials to applicable staff
- This team member is responsible for all requirements of the program being accomplished

# Reporting and Submissions



 Semi-Annual reports;
 September 2024 and March 2025 (new format)

 Invoices submitted by 4:00pm on the date noted in the contract

Corrective Action Plans (CAP)

### Grievances



- Grievance section includes the language:
  - The Sub-Recipient shall provide the Board with written notification of any concerns or complaints.
     Where a conflict cannot be resolved, the Sub-Recipient may initiate a grievance process which shall consist of mediation and, if necessary, binding arbitration.
- Client level Grievance Policy should be reviewed with the client during eligibility and annually with a signed copy the in client file
- Agencies should maintain a record of clients who are refused services with reasons specified, including any backup documentation from client/agency and outcome

# Expectations and Requirements

### **Activities**

- Staffing vacancies must be reported within <u>3 days of notification</u>
- New staff job descriptions, credentials and resumes should be sent to Recipient; ensure staff meet requirements within Standard of Care
- New staff training on programs/services prior to seeing clients
- Standard of Care review by all staff
- Participation in the Clinical Quality Management program/projects
- Staff attend various required meetings/trainings throughout year, as requested

### Documentation

- Flash drive will be provided with 2024 documents
- All staff resumes and credentials on file at the respective agency
- All Part A funded staff must have updated HIV/AIDS related training documented on file at the respective agency
- Please submit Exception Requests (dental) to Monica Baker (form is on the flash drive)

### Monitoring



### FY2024 Monitoring

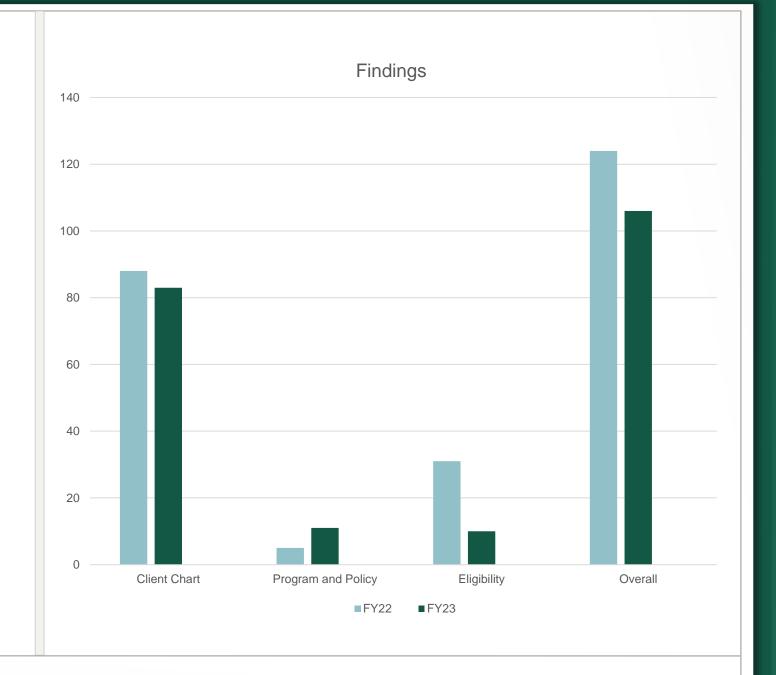
- Monitoring schedule to be released in April
- Agencies should ensure client files and program binders are all up to date
- Designate staff to assist with logistics of monitoring visits
- Prepare your data platforms and passwords ahead of time
- Communicate with the recipient about any issues you have, **before** the site visit

Remember we are here to help!



### Monitoring Results

Total findings decreased by 14.5% in FY23 compared to FY22



# Questions?



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