

9.1 COMPLIANCE WITH HHS GUIDANCE

9.2 ADEQUATE TECHNOLOGY INFRASTRUCTURE AND BANDWIDTH

9.3 IV&V, QUALITY MANAGEMENT AND TEST PROCEDURES

Blueprint Application

November, 2012

Description

Minnesota is committed to technically establishing and operating a State Based Exchange that will support both State and Federal requirements. The Minnesota exchange IT system solution will be an independent application comprised of modular components that integrate with other sustaining systems.

In July of 2012, Minnesota executed a contract with MAXIMUS Inc. to design and develop the technical capabilities for Minnesota's health insurance exchange and supporting Medicaid systems modernization (Technical Infrastructure Contract). The contract also helps Minnesota fulfill the requirements of analysis, design, and implementation of the Exchange Life Cycle management. The related management documentation (IT Exchange Life Cycle Artifacts List) has been laid out in a master listing that is used and maintained by both the State and the vendor team. Efforts have produced implementation plans to establish an adequate supporting technology infrastructure and related resources based upon existing State environments (MN HIX Physical Architecture). These tactics will be verified through an independent verification and validation (IV&V RFP) analysis as well as through thorough testing.

Minnesota will ensure the establishment and operation of a technical State Based Exchange by implementing the following seven standards and conditions:

1. **Modularity** – Minnesota has developed its Exchange in a modular fashion from the start. The vision for the recently signed IT Exchange contract was seen as modular components that could be provided by multiple solutions. The final solution will also utilize other modular components to help support the required activities. These other efforts range from the use of the National Association of Insurance Commissioner's (NAIC) System for Electronic Rate and Form Filing (SERFF) for insurance plan certification to the Minnesota Department of Health's quality data information to help with consumer choices. With any modular approach, integration between modules is paramount to the success of the system. Minnesota is undertaking a number of measures to ensure success by utilizing standards and requiring interoperability methodologies for the interactions of these modules. Requirements are also being put into place to make certain the user experience is streamlined and without gaps between the modular components.
2. **Medicaid Information Technology Architecture (MITA) alignment** – Minnesota is developing the Exchange in a coordinated fashion with the Minnesota Department of Human Services and MN.IT (the State's central IT Agency) to ensure full MITA alignment. To ensure alignment, Minnesota is

following and practicing System Development Life Cycle (SDLC) activities as well as aligning with other architecture guidance standards. All IT vendors working on this project are required to follow MITA practices.

3. **Leverage and reuse within and among States** – Minnesota is fully committed to leveraging existing resources within the State and with other states. Exchange staff has worked very closely with the Minnesota Department of Human Services and MN.IT throughout the technical development process. Minnesota is also working closely with the State of Maryland to coordinate efforts relating to a number of Exchange development components, including technical infrastructure and the re-use of integration methodologies. Minnesota has worked with multiple Early Innovator states on workgroups such as the Federal Data Services Hub Technical Work group (Federal SLA related to the Federal Data Services Hub), Test Scenario Working Group, Early Innovator Learning Collaborative, State Exchange System Security Group, and the Health Plan Work group.
4. **Industry standard alignment** – Minnesota and its private sector IT vendors are aligning with industry standards, specifically those recommended in ACA Section 1561 and CMS guidelines. Minnesota is also following best practices standards in multiple other areas such as security, project management and accessibility. All technical contracts have sections stating the Minnesota and project requirements for development activity.
5. **Support of business results** – Minnesota Exchange development activities are being driven by business needs and requirements, including regular interaction with a variety of stakeholders. End to end business process models (Business Process Models) will be evaluated in relation to the proposed technical architecture to produce the working Minnesota Solution Architecture model.
6. **Reporting** – Minnesota is designing an IT solution for the Exchange that satisfies all state and federal reporting requirements. Standard project management methodologies are being practiced following PMBOK guidelines which support these reporting requirements.
7. **Seamlessness and interoperability** – Minnesota is focused on designing an Exchange that provides a streamlined and uniform user experience. The modular components are being integrated so that there is a consistent look and feel throughout and to avoid breaks to the user. Similar guiding principles are also being applied to third party interactions such as the Federal Services Hub and the NAIC SERFF tool.

Under Minnesota law, the Exchange is required to redact any not public information, including any “security information” or “trade secret information” as defined under Minnesota Statutes, section 13.37, from documents it posts publicly. Because of this requirement, the business process documents posted publicly provide a less detailed view of the Exchange business processes than the business process documents submitted to CCIIO with the Blueprint Application.

Documentation

<u>Document</u>	<u>Classification</u>	<u>Description</u>
Technical Infrastructure Contract	Public	The Minnesota Health Insurance Exchange will leverage the technical infrastructure contract documents in support of evaluating, analyzing and bringing functionality to a level of operational readiness. Specific to section 9.0 Technical, the areas within the Contract referenced for this area are: Main Professional and Technical Services Contract page 21-22, section 28. Equipment and Third-Party Software Exhibit A – Business Functional Requirements Exhibit B – Technical Requirements and Module Definition and Scope Exhibit C – Payment Schedule Exhibit D –Data Sharing Agreement
IT Exchange Life Cycle Artifacts List	Public	An informational guide to the mapping of the documented artifacts which are required in support of the formal review of the Establishment Process and the Medicaid IT Process.
Business Process Models	Public	The Enterprise end-to-end process models document the planned flow of Exchange functions necessary to meet federal and state requirements to support individuals, employees, employers, health plans, providers, and assisters and show integration points between the COTS software products.
Project Management Plan (PMP)	Public	Defines the methodology that will be used on project management activities for the Minnesota Health Insurance Exchange (MNHIX) project. The methodology is a documented set of methods, techniques and tools designed to provide as a systematic way to meet the project management requirements of the project.
PMP Attachments	Public/Private	Associated documents that are described in the PMP and that are utilized or displayed in a stand-alone function as part of the project.
Solution Planning Document	Public	Describes both the solution planning process and the solution development process. It describes how that process is reflected in the Project Schedule and it describes the proposed content of each of the development sprints.
IV&V RFP	Public	A current request for a vendor proposal to perform a software Independent Verification and Validation (IV&V) related to a systems engineering discipline helping a development organization build quality into the application software during the software life cycle.
MN HIX Physical Architecture	Private	Illustrated descriptions of the physical technical environments planned and being established for hosting the various stages of the MN Exchange solution.
Enterprise MN.IT Standards, Systems, Tools, and Development Frameworks	Public	Illustrated projection of environments, which contain standard, systems, tools, and development software, that are depicted as representatives of the targeted technical frameworks.