



May 22, 2014

## Announcements

**2014 Outreach and Enrollment grants funds update.** We have some good news about more flexibility with grant funds. The 2014 Outreach and Enrollment Grant RFP requires grant workplans and budgets to be structured so that 75% of awarded funds are spent by December 31, 2014. This requirement was included to meet restrictions associated with federal funds that are being used for the grants.

However, this week MNsure received clarification from the Centers for Medicare and Medicaid Services (CMS) that we have the flexibility to spend these federal funds into 2015. Therefore, there are no longer any restrictions on when funds must be spent, other than that they must be spent during the grant period between September 1, 2014 and June 30, 2015.

If applicants have already prepared a workplan and budget based on the 75% requirement, they can submit that workplan and budget. If the applicant is selected for a grant, we will work with them during contract negotiations to adjust the workplan and budget. Applicants are welcome to revise their workplan and budget prior to submission to reflect the updated policy. Updated budget forms to reflect this change are now available on the [funding opportunities](#) webpage.

## News & Updates

**Applications for Emergency Medical Assistance (EMA), Inmates of Correctional Facilities applying 45 days in advance of release and Residents of an Institution for Mental Diseases (IMD).** System functionality issues resulted in DHS holding paper applications received for EMA, residents of an IMD, and inmates applying 45 days in advance of release from a correctional facility, until procedures could be developed for processing these applications. A process is now in place and these applications were sent this week to county/tribal agencies for processing in the legacy systems.

New applications for these consumers should be submitted to the county/tribal agency using the [MNsure Application for Health Coverage and Help Paying Costs](#) (DHS-6696) or the [Minnesota Health Care Programs Application for Certain Populations](#) (DHS-3876), whichever is appropriate. See [Bulletin #14-21-02](#) for information about who should use the DHS-3876. All other applicants should use the DHS-6696.

**Case Status Request Form update.** A new version of the [Case Status Request Form](#) is now available on the [Navigator/CAC Resources](#) webpage. The old version of this form will no longer be accepted.

**Navigator payments.** We anticipate that we will begin to send out navigator payments for 1st Quarter 2014 by the end of the month. Navigators can help increase the speed and accuracy of future payments by correctly entering the following information on the online application or on Appendix C of the MNsure Application for Health Coverage and Help Paying Costs (DHS-6696):

- The contracted name of your organization. Many organizations have similar names, so please avoid abbreviations or shortened names.
- The location name. Some organizations have several locations, each having a separate contract with DHS/MNsure. Please use the main organization name and your location name to help us distinguish when there are separate contracts.
- Your correct assister ID number, also referred to as a certification ID number. This is a nine-digit number that you received in your certification confirmation email. It is **not** your training identification number. Do not allow others in your organization to use your assister ID number.

**MNsure paper application checklist updated.** The MNsure [Paper Application Checklist](#) has been updated. This document is found under “other tools” on the [Navigator/CAC Resources](#) webpage. The new version includes additional information on how to answer questions about:

- SSN for consumers who do not have an SSN.
- Immigration Document ID number when a number is not available.

**Join MNsure at the Minnesota State Fair.** MNsure will be having a booth at the Health Fair 11 Building. We’re looking for navigators to join us to help pre-screen and enroll fair-goers. Please contact [outreach@mnsure.org](mailto:outreach@mnsure.org) if your organization has navigators that would like to join us for a shift. Also, we would greatly value your input into how we can make this very public event a positive and successful experience for consumers.

**Next series of regional navigator calls.** The next series of regional navigator calls are scheduled for Wednesday, June 4. Call schedule:

- Twin Cities Metro: 12:30 to 1:00 pm
- Northern Minnesota: 1:15 to 1:45 pm
- Southern Minnesota: 2:00 to 2:30 pm

Toll-free dial-in number (U.S. and Canada): (888) 742-5095  
Conference code: 6278187032

## Reminders

### Memorial Weekend closures:

- MNsure Contact Center will be closed from 5:00 pm on Friday, May 23 until 8 am Tuesday, May 27.
- Assister Resource Center will be closed on Monday, May 27.
- The website will remain open normal hours.

**MNsure is hiring!** We are adding capacity to improve the navigator contracting process and support our Outreach and Enrollment grantees. Please share the [Contracts Coordinator](#) position (Posting number 14MSUR000036, closes May 23) and the [Community Specialist](#) positions

(Posting number 14MSUR000038, closes May 27) with any qualified candidates! More information is available through state [Job Postings](#) webpage.

**Twin Cities navigator networking event:** The Minneapolis Urban League is hosting a Navigator Networking event on Saturday, May 31, from 3:00 to 5:00 pm at Haskell's (81 South 9th Street, Suite 130, Minneapolis). For more information, please contact Angela Williams with the Minneapolis Urban League at 612-302-3145.

### Further Info/Help

If you need answers and/or help:

- email the Assister Resource Center: [navigators@mnsure.org](mailto:navigators@mnsure.org)
- call 1-855-3MNSURE (1-855-366-7873), press 1-8-1 or 651-539-2098
- check the [Navigator Resource Page](#)