

Information Memorandum Transmittal

Chuck Hibner, Administrator
Office of Payment Accuracy and Recovery

Number: OPAR-IM-11-024

Authorized Signature

Issue Date: October 31, 2011

Topic: Medical Benefits

Subject: Reminder: HIPP moving to HIG November 1, 2011

Applies to:

- | | |
|---|--|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input checked="" type="checkbox"/> Area Agencies on Aging | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Other (please specify): |
| <input type="checkbox"/> County DD Program Managers | |

Message:

The purpose of this transmittal is to remind branch staff that the HIPP (Health Insurance Premium Payment) program has moved to HIG (Health Insurance Group). The original date for the transition was November 1st, but end of month processing moved that date forward to October 27, 2011.

What this means for you:

- You will no longer be able to issue HIPP checks using CM, OR ACCESS or by using code "95" on the 437 Special Cash Pay form. If you have a client who may be eligible for HIPP, please complete the [MSC415H](#) and email it to HIG. (The email address auto populates in the form server, however, their email address is **Referrals, TPR** if you need it. We recommend emailing the form directly from the forms server; however, they can also be faxed to 503 373-0358. Be sure to fax the entire form.
- It is important that the 415H be filled out completely. Forms received incomplete may be returned to the worker for additional information.
- The Extra Form E from the 7210 application can also be sent to HIG to report third party insurance and to make a HIPP referral.
- Existing HIP coding will be deleted from CMUP during the month of November.
- The SDS415H used in OR ACCESS was deactivated on October 27, 2011. SPD staff will also use the [MSC415H](#) to report TPL and make HIPP referrals.

- Worker guides for the FSM, SPD guide and DMAP worker guides are in the process of being updated and will be available soon.

What this means for clients receiving HIPP or PHI payments:

- After November 1, 2011, HIPP and PHI payments will be sent from MMIS and will be in the form of a check. Payments will no longer be made through EBT (Electronic Benefits Transfer) or by Direct Deposit.
- Clients who are currently receiving HIPP payments have all been notified by the Premium Reimbursement Coordinators at HIG about any changes that affect their premium reimbursement.

Questions:

[OPAR-AR-11-001](#) was sent to the field on October 3, 2011. It details the referral process and gives step-by-step directions on how to complete the revised [MSC415H](#). If you have questions, you can contact the Premium Reimbursement Coordinators, Janine Kelty (503) 378-3324 or Lori Babcock, (503) 378-3226 or Carolyn Thiebes, OPAR Analyst, (503) 378-3507.

Thank you

If you have any questions about this information, contact:

Contact(s):	Carolyn Thiebes, Analyst, Office of Payment Accuracy and Recovery		
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E-mail:	carolyn.thiebes@state.or.us		