

NOTICE OF PROPOSED RULE ADOPTION

STATE OF MISSISSIPPI  
OFFICE OF THE GOVERNOR  
DIVISION OF MEDICAID

Miss. Division of Medicaid  
c/o Ginnie McCardle, Spec. Proj. Officer  
Robert E. Lee Building  
239 N. Lamar Street  
Suite 801  
Jackson, MS 39201-1399  
(601) 359-6310  
http://www.dom.state.ms.us

Specific Legal Authority authorizing the promulgation of  
Rule: Miss. Code Ann. §43-13-121(1972), as amended

Reference to Rules repealed, amended or suspended by the  
Proposed Rule : Provider Policy Manual Section 1.04 and 1.07

**Explanation of the Purpose of the Proposed Rule and the reason(s) for proposing the rule:**

AP2006-71 These Provider Policy Updates to Section 1.04 and 1.07 are regarding the Administration of the Medicaid Program and where a person can access a list of all DOM Regional Offices.

This rule is proposed as a  Final Rule, and/or a  Temporary Rule (Check one or both boxers as applicable.)

Persons may present their views on the proposed rule by addressing written comments to the agency at the above address. Persons making comments should include their name and address, as well as other contact information, and if you are an agent or attorney, the name, address and telephone number of the party or parties you represent.

Oral Proceeding: Check one box below:

An oral proceeding is scheduled on this rule on Date: \_\_\_\_\_ Time: \_\_\_\_\_  
Place: \_\_\_\_\_

If you wish to be heard and present evidence at the oral proceeding you must make a written request to the agency at the above address at least \_\_\_\_\_ day(s) prior to the proceeding to be placed on the agenda. The request should include your name, address, telephone number as well as other contact information; and if you are an agent or attorney, the name, address and telephone number of the party or parties you represent.

An oral proceeding is not scheduled on this rule. Where an oral proceeding is not scheduled, an oral proceeding will be held if a written request for an oral proceeding is submitted by a political subdivision, an agency or ten (10) persons. The written request should be submitted to the agency contact person at the above address within twenty (20) days after the filing of this notice of proposed rule adoption and should include the name, address and telephone number of the person(s) making the request; and if you are an agent or attorney, the name, address and telephone number of the party or parties you represent.

Economic Impact Statement: Check one box below:

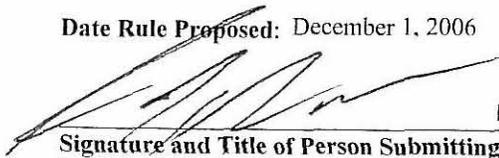
The agency has determined that an economic impact statement is not required for this rule, or

The concise summary of the economic impact statement required is attached.

The entire text of the Proposed Rule including the text of any rule being amended or changed is attached.

Date Rule Proposed: December 1, 2006

Proposed Effective Date of Rule: February 1, 2007

  
Executive Director  
Signature and Title of Person Submitting Rule for Filing

<b>Division of Medicaid</b>	<b>New:</b> -X	<b>Date:</b> 07/01/09
<b>State of Mississippi</b>	<b>Revised:</b> X	<b>Date:</b> 02/01/07
<b>Provider Policy Manual</b>	<b>Current:</b>	
<b>Section: Introduction</b>	<b>Section:</b> 1.04	
	<b>Pages:</b> 2	
<b>Subject: Administration of the Medicaid Program</b>	<b>Cross Reference: Introduction 1.07</b>	

Federal and state governments play an essential role in the administration of the Medicaid program. The United States Department of Health and Human Services (DHHS) issues guidelines for the Medicaid program. Along with these guidelines, DHHS has established certain criteria that each state must meet in order to participate.

### Role of the Health Care Financing Administration Centers for Medicare and Medicaid Services

The Health Care Financing Administration (HCFA) Centers for Medicare and Medicaid Services (CMS) is a part of DHHS. This agency is responsible for the overall administration and coordination of Medicare and Medicaid programs. HCFA CMS is the federal regulatory agency most directly involved with each state's Medicaid program. The HCFA CMS office that regulates the Mississippi program is in Atlanta, Georgia.

### Role of the Social Security Administration

The Social Security Administration (SSA) receives applications and determines eligibility for Supplemental Security Income (SSI) applicants and beneficiaries. SSI categories are aged, blind, and disabled. Information gathered by the SSA is forwarded to DOM. Recipients of SSI cash assistance receive Medicaid coverage automatically with no separate Medicaid application required. However, if an SSI recipient has unpaid medical expenses that would be covered by Medicaid for up to 3 months prior to the SSI application month, a separate application is required for the retroactive period. The SSI retroactive application must be filed with the Medicaid Regional Office that serves the county where the SSI recipient lives.

### Role of the Division of Medicaid

The Division of Medicaid (DOM) administers the Medicaid program. DOM staff is directly responsible for the development and oversight of the program. DOM Regional Medicaid Offices receives applications and determines Medicaid eligibility for the Medicaid-only programs that cover the aged and disabled. The Medicaid Regional Offices also determine eligibility for the families and children and CHIP programs, and The DOM has oversight responsibility for benefits for these- the eligibles certified by DHS and SSA. DOM also sets reimbursement rates, conducts financial reviews of cost-based providers, assures contractors follow the terms of their contracts, and conducts provider reviews..

### Role of the Department of Human Services

The Department of Human Services (DHS) certifies Medicaid eligibility for children within the custody of DHS in their foster care and adoption assistance programs. receives applications and determines Medicaid eligibility for TANF, low-income families, pregnant women, and children, including children eligible under the Children's Health Insurance Program (CHIP). Each county DHS office in Mississippi determines Medicaid and CHIP eligibility. Information gathered at the county level is forwarded to DOM where a central eligibility file is maintained.

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## **Role of the Medicaid Regional Offices**

DOM operates regional offices throughout the state to offer local accessibility for eligibility determinations for the aged and disabled. Refer to Section 1.07 in this manual for the location of the regional offices. For regional office locations, refer to DOM website at [www.dom.state.ms.us](http://www.dom.state.ms.us)

## **Role of the Fiscal Agent**

The fiscal agent maintains a system for the effective processing and payment of all valid provider claims in the Title XIX Medicaid program. This system meets the requirements of the state and federal government. Other services of the fiscal agent include provider enrollment, provider services, and distributing provider information and offering information on technical aspects of submitting a claim. The fiscal agent cannot tell a provider what to bill for his/her services, but the fiscal agent can help the provider with the mechanics of properly submitting a claim. The fiscal agent also maintains a reporting system that enables DOM to monitor the Medicaid program and enforce policies and procedures.

## **Role of the Peer Review Organization Utilization Management/Quality Improvement Organization**

The ~~Peer Review Organization (PRO)~~ Utilization Management/ Quality Improvement Organization (UM/QIO) conducts certification reviews of some Medicaid services. These services include inpatient hospital, swing-bed, and psychiatric residential treatment facility admissions and continued stay, private duty nursing, home health, durable medical equipment, orthotics, prosthetics, and medical supplies. The purpose of the ~~PRO~~ UM/QIO is to evaluate medical necessity of these services. The ~~PRO~~ UM/QIO also conducts quality assurance reviews, consultant peer reviews, and peer review panels.

## **Role of the Retrospective Drug Utilization Review Organization**

The retrospective drug utilization review (DUR) organization provides maintenance of therapeutic criteria for use in conducting the prospective drug review program and a qualitative retrospective utilization review system which identifies and mitigates potential drug related problems in terms of under-utilization, over-utilization, iatrogenic effects and adverse reactions, contraindicated combination use, and drug therapy contraindicated by diagnosis and/or parameters.

<b>Division of Medicaid</b>	<b>State of Mississippi</b>	<b>Provider Policy Manual</b>	<b>Section: Introduction</b>	<b>Subject: Medicaid Regional Offices</b>
<b>New:</b>	<b>Revised:</b>	<b>Current:</b>	<b>Section:</b>	
Date: _____	Date: 09/04/06	02/01/07	1.07	
	<b>X</b>		<b>Pages:</b>	
			4	
			<b>Cross Reference:</b>	
				<b>Beneficiary Information 3.01</b>

Medicaid regional offices are responsible for determining eligibility for certain categories of beneficiaries (see Section 3.01 in this manual for details). Beneficiaries who may qualify for Medicaid services should be directed to the appropriate office. For regional office locations, refer to the Division of Medicaid website at [www.dom.state.ms.us](http://www.dom.state.ms.us).

**Medicaid Office** \_\_\_\_\_  
**Counties Served By This Office** \_\_\_\_\_

**Brandon Regional Office (M25)** \_\_\_\_\_  
 Rankin \_\_\_\_\_  
 Simpson \_\_\_\_\_  
 Pearl, MS 39208 \_\_\_\_\_  
 Telephone: 601-825-0477 \_\_\_\_\_  
 Fax: 601-825-2184 \_\_\_\_\_

**Brookhaven Regional Office (M21)** \_\_\_\_\_  
 Cepiah \_\_\_\_\_  
 Lawrence \_\_\_\_\_  
 Brookhaven, MS 39601-3317 \_\_\_\_\_  
 Telephone: 601-835-2020 \_\_\_\_\_  
 Fax: 601-833-5429 \_\_\_\_\_

**Canton Regional Office (M29)** \_\_\_\_\_  
 Madison \_\_\_\_\_  
 North Hinds \_\_\_\_\_  
 Canton, MS 39046 \_\_\_\_\_  
 Telephone: 601-859-3230 \_\_\_\_\_  
 Fax: 601-859-9513 \_\_\_\_\_

**Clarksdale Regional Office (M13)** \_\_\_\_\_  
 Coahoma \_\_\_\_\_  
 Quitman \_\_\_\_\_  
 Clarksdale, MS 38614-1912 \_\_\_\_\_  
 Telephone: 662-627-1493 \_\_\_\_\_  
 Fax: 662-627-5460 \_\_\_\_\_

**Cleveland Regional Office (M15)** \_\_\_\_\_  
 Bolivar \_\_\_\_\_  
 Sunflower, Suite 10 \_\_\_\_\_  
 Cleveland, MS 38732-2715 \_\_\_\_\_  
 Telephone: 662-843-7753 \_\_\_\_\_  
 Fax: 662-843-4609 \_\_\_\_\_

**Columbia Regional Office (M24)** \_\_\_\_\_  
 Covington \_\_\_\_\_  
 Jefferson Davis \_\_\_\_\_  
 Columbia, MS 39429-3701 \_\_\_\_\_  
 Telephone: 601-731-2271 \_\_\_\_\_  
 Fax: 601-736-7924 \_\_\_\_\_

**Columbus Regional Office (M02)** \_\_\_\_\_  
 Lowndes \_\_\_\_\_  
 2207 North 5<sup>th</sup> Street \_\_\_\_\_  
 Columbus, MS 39705 \_\_\_\_\_  
 Telephone: 662-329-2190 \_\_\_\_\_

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~~Fax: 662-329-8581~~

~~**Corinth Regional Office (M12)** Alcorn  
2619 S. Harper Road Prentiss  
Corinth, MS 38834-9399 Tishomingo  
Telephone: 662-286-8091  
Fax: 662-287-9763~~

~~**Greenville Regional Office (M04)** Washington  
585 Tennessee Gas Road  
1407 S. Main Street  
Greenville, MS 38701-8160  
Telephone: 662-332-9370  
Fax: 662-334-4577~~

~~**Greenwood Regional Office (M03)** Carroll  
805 W. Park Avenue, Suite 6 Leflore  
Greenwood, MS 38930-2832 Tallahatchie  
Telephone: 662-455-1053  
Fax: 662-459-9754~~

~~**Grenada Regional Office (M14)** Calhoun  
1109 Sunwood Drive Grenada  
Grenada, MS 38901-4005 Montgomery  
Telephone: 662-226-4406 Yalobusha  
Fax: 662-226-8821~~

~~**Gulfport Regional Office (M09)** Harrison  
101 Hardy Court Shopping Center  
Gulfport, MS 39507-2528  
Telephone: 228-863-3328  
Fax: 228-868-0121~~

~~**Hattiesburg Regional Office (M08)** Forrest  
132 Mayfair Blvd. Lamar  
Hattiesburg, MS 39402-1463 Perry  
Telephone: 601-264-5386  
Fax: 601-261-1244~~

~~**Holly Springs Regional Office (M11)** Benton  
695 Salem Avenue Lafayette  
Holly Springs, MS 38635-2109 Marshall  
Telephone: 662-252-3439  
Fax: 662-252-5543~~

~~**Jackson Regional Office (M06)** South Hinds  
1695 High St. Suite A  
Jackson, MS 39206-4398  
Telephone: 601-961-4361  
Fax: 601-961-4412~~

~~**Kosciusko Regional Office (M17)** Attala  
405 W. Adams St. Choctaw  
Kosciusko, MS 39090-3341 Leake~~

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Telephone: 662-289-4477

Fax: 662-289-9420

**Laurel Regional Office (M22)** — Greene

1100 Hillcrest Drive — Jones

Laurel, MS 39440-4731 — Wayne

Telephone: 601-425-3175

Fax: 601-425-9441

**McComb Regional Office (M23)** — Amite

301 Apache Drive — Pike

McComb, MS 39648-6309 — Walthall

Telephone: 601-249-2071

Fax: 601-249-4629

**Meridian Regional Office (M05)** — Clarke

3848 Old Hwy 45 N. — Lauderdale

Meridian, MS 39301

Telephone: 601-483-9944

Fax: 601-486-2988

**Natchez Regional Office (M20)** — Adams

103 State Street — Franklin

Natchez, MS 39120-3456 — Jefferson

Telephone: 601-445-4971 — Wilkinson

Fax: 601-442-0571

**New Albany Regional Office (M27)** — Pontotoc

1410 Munsford Drive — Tippah

New Albany, MS 38652 — Union

Telephone: 662-534-0441

Fax: 662-534-7196

**Newton Regional Office (M19)** — Jasper

105 School Street Ext. — Newton

Newton, MS 39345-2622 — Scott

Telephone: 601-683-2581

Fax: 601-683-7237

**Pascagoula Regional Office (M10)** — George

4119 Amonett Street — Jackson

Pascagoula, MS 39567-4413

Telephone: 228-762-9591

Fax: 228-762-7309

**Philadelphia Regional Office (M18)** — Kemper

1122 East Main Street — Neshoba

Suite 15 — Winston

Philadelphia, MS 39350-2300 — Noxubee

Telephone: 601-656-3131

Fax: 601-656-7950

**Picayune Regional Office (M30)** — Hancock

1845 Cooper Road — Pearl River

Picayune, MS 39466 — Stone

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Telephone: 601-798-0831  
Fax: 601-798-6753  
**Senatobia Regional Office (M26)** Desoto  
2776 Hwy 51 South Panola  
Senatobia, MS 38668 Tate  
Telephone: 662-562-0147  
Fax: 662-562-7897  
Fax: 662-562-7901

**Starkville Regional Office (M16)** Chickasaw  
313 Industrial Park Dr. Clay  
Starkville, MS 39750-5405 Oktibbeha  
Telephone: 662-323-3688 Webster  
Fax: 662-324-1872

**Tupelo Regional Office (M01)** Itawamba  
1830 North Gloster Street Lee  
Tupelo, MS 38801-1218  
Telephone: 662-844-5304  
Fax: 662-840-9941

**Vicksburg Regional Office (M07)** Claiborne  
2734 Washington Street Issaquena  
Vicksburg, MS 39180-4656 Sharkey  
Telephone: 601-638-6137 Warren  
Fax: 601-638-7186

**Yazoo City Regional Office (M28)** Holmes  
110 Jerry Clower Blvd., Suite A Humphreys  
Yazoo City, MS 39194 Yazoo  
Telephone: 662-746-2309  
Fax: 662-746-2663

For information regarding SSI benefits, call the SSA State office at 1-800-772-1213 for the office that serves each county.

For information regarding DHS services, call the DHS State office at 1-800-345-6347 for the office that serves each county.