

COMMUNICATION

Blue Plus Government Programs



January 15th, 2021

Dear Care Coordination Supervisors and MnCHOICES Mentors,

This communication provides an update on the latest DHS announcement (see attached memo) regarding the timeline for Managed Care Organizations launching MnCHOICES (Revision) and some required actions in preparation of the launch, scheduled for Fall of 2021. Our contract with DHS requires that the Certified MnCHOICES Assessor be the same individual as the Care Coordinator. There are several actions that are needed; confirming that your agency has two MnCHOICES mentors, mentors and supervisors must attend training launch and Care Coordinators that are not currently Certified Assessors must begin required training.

***Note:** These requirements do not apply to Care Coordinators providing care coordination exclusively for members that reside in the nursing home.

Required actions:

➤ **MnCHOICES Mentors List:**

In February of 2020, Blue Plus requested each delegate to review and update the contact information for your MnCHOICES Mentor(s) and RS Launch Lead(s). As this list will be used by the Partner Relations Team (as well as communicated to DHS) for sharing important information and training opportunities about MnCHOICES, it is crucial that we have an accurate list. Attached you will find a copy of the MnCHOICES Mentors List.

- 1) Review the information listed for your agency and ensure accuracy
- 2) Review and update any fields that are highlighted blue
- 3) Confirm and/or identify two MnCHOICES Mentors

At a minimum, each Delegate Agency is required to have two MnCHOICES mentors. You may use the following resources to identify MnCHOICES Mentor(s):

- ✚ [Tips for Selecting MnCHOICES Mentors](#)
- ✚ [MnCHOICES Mentor Handbook Contents](#)
- ✚ [MnCHOICES Mentor Roles and Responsibilities](#)

- 4) Return the updated MnCHOICES Mentors List to your Partner Relations Consultant by **February 1st, 2021.**

➤ **DHS Webinar: MnCHOICES Revision Launch Introduction:**

Supervisors and MnCHOICES Mentors should register via [TrainLink](#) and plan to attend the webinar on **January 29th, 2021 from 9:00AM to 11:00 AM.**

Please review and mark your calendars for future required webinars [MnCHOICES launch webinar schedule](#)

- **Complete required Certified Assessor training for qualified Care Coordinator candidates**
[Qualified candidates](#) are:

Credentials and Experience [Minn. Stat. §256B.0911, Subd. 2b.(b)]		
Must at a minimum have one of these three:	OR	Must have:
<input type="checkbox"/> Bachelor's degree in social work		<input type="checkbox"/> A current license as a Registered Nurse
<input type="checkbox"/> Bachelor's degree in nursing with certificate in public health nursing		AND
<input type="checkbox"/> Bachelor's degree in a closely related field		<input type="checkbox"/> At least two years of home and community-based experience
AND		
<input type="checkbox"/> At least one year of home and community-based experience		

MnCHOICES Training: DHS recently communicated that MnCAT steps 1 & 2 trainings must be completed by May 2021.

- ✚ Required trainings [MnCAT steps 1 & 2](#) (do not complete step 3, DHS will have a new MnCHOICES navigation training available)
- ✚ Refer to DHS MnCAT Process: [Checklist for qualified candidates](#) for Step 1 & 2 (OMIT MnCAT Step 3)

Example of checklist:

<input type="checkbox"/> Access MnCAT in TrainLink : <ul style="list-style-type: none"><input type="checkbox"/> Select Disability Services (formerly Continuing Care)<input type="checkbox"/> Select Sign On<input type="checkbox"/> Enter your unique key (complete request form if you do not have one)<input type="checkbox"/> Select OK<input type="checkbox"/> Under Courses and Classes, select Find a Course<input type="checkbox"/> Under Category, select MnCHOICES and then select Search
<input type="checkbox"/> Complete Step 1 (five courses and quizzes – must be taken in order): <ul style="list-style-type: none"><input type="checkbox"/> Introduction (MNCH100) 30 minutes<input type="checkbox"/> Course 1: Person-centered practice and MnCHOICES Assessment (MNCH101) 2 hours, 45 minutes<input type="checkbox"/> Course 2: The MnCHOICES process: Referral through CSSP (MNCH102) 1 hour<input type="checkbox"/> Course 3: Conversational interviewing (MNCH103) 2 hours, 30 minutes<input type="checkbox"/> Course 4: Assessment outcomes (MNCH104) 45 minutes<input type="checkbox"/> Course 5: How is MnCHOICES data used? (MNCH105) 15 minutes
<input type="checkbox"/> Begin and complete Step 2 (MNCH200) 4 hours, 15 minutes: <ul style="list-style-type: none"><input type="checkbox"/> Introduction<input type="checkbox"/> The Basics
<input type="checkbox"/> Notify your mentor/supervisor that steps 1 and 2 are complete and you need access to MnCHOICES Assessment Training Zone (MTZ-A)

OR

- ✚ If the Care Coordinator is already a Certified Assessor (certification and training must be completed every 3 years, as applicable): Complete [MnCAT Step 4 -Recertification](#), if applicable.

- **Certified Assessor Tracking Requirements:**

Delegates and Care Coordinators must track completion of training. This tracking must be made available to Blue Plus upon request.

- ✚ [MnCAT Certified Assessor Tracking Form \(Individual assessor verification\)](#)
- ✚ Education and Experience Certified Assessors- Spreadsheet (see attached MnCHOICES Certified Assessor Report)
- ✚ [Education and Experience Certified Assessors- Instructions](#) (to be used for completing MnCHOICES Certified Assessor Report)

If you have any questions, contact your Partner Relation Consultant.

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