



SOLICITATION ADDENDUM

Date: **March 25, 2022**
Subject: **Enrollment Assistance Program Services**
Solicitation Number: **RFA 16-20**
Due Date/Time: **April 22, 2022, 12:00 PM**
Addendum Number: **4**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation “Addendum” as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

List any and all changes:

- Please find attached the question and response document pertaining to the formal inquiries submitted.
- The due date for applications is being extended to April 21, 2022 at 12:00 PM EST.
- Please find attached a revised Appendix K – Enrollment Reports Jan 2018 – Dec 2021, a revised Appendix L – Enrollment Call Center Statistics and a new appendix, Appendix S – HC-PH Enrollment Assistance Data Files and Dating Rules Calendar, in response to submitted questions.
- **Section III-6** of the RFA is being amended as follows to correct several erroneous references to the “Daily 834 Eligibility File”:

III-6.B.3.a (page 31)

- a. Daily 834 Eligibility File.** The selected Applicant will receive a Daily 834 Eligibility File from the Department that includes records for all newly eligibles, reinstatements, and changes for existing MA and CHIP Consumers. The selected Applicant shall use the auto assignment indicator from the eligibility file to determine outreach, plan selections, and the mailing of appropriate notices and packets.

III-6.G.5.a (page 43)

- a. Pre-enrollment Packets.** The Enrollment Center shall mail pre-enrollment packets to new MA and CHIP eligibles within one business day of receiving the Daily 834 Eligibility File. The selected Applicant shall have one pre-enrollment packet for MA Consumers and a different pre-enrollment packet for CHIP Consumers. The pre-enrollment packets shall include at a minimum:...

III-6.H. MA and CHIP Consumer Enrollments, PCP Selections and Plan Transfers. (page 47)

The selected Applicant shall process enrollments for the HC PH program and CHIP as outlined



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below. The selected Applicant shall not be responsible to process enrollments for CHIP until the anticipated CHIP begin date of April 1, 2023.

1. HealthChoices and CHIP eligibles will be given approximately two to four weeks from the time they are determined eligible for MA or CHIP to choose a PH-MCO or CHIP-MCO. In HealthChoices, each family member has the option to select a different PH-MCO and a different PCP.

For administrative convenience, the Department's on-line computer process will automatically enroll an individual into a PH-MCO or CHIP-MCO (as appropriate), with a future begin date, at the time the MA or CHIP Consumer is found eligible for MA or CHIP. This assignment is transparent to the MA or CHIP Consumer. An algorithm will be used to automatically assign a PH-MCO for the MA Consumer, or a CHIP-MCO to CHIP Consumer, when the CAO worker completes an on-line eligibility determination. If the MA or CHIP Consumer selects a PH-MCO or CHIP-MCO timely, this selection will override the automatic assignment. The Daily 834 eligibility File the Department provides to the selected Applicant will include the auto assignment indicator for any individuals determined eligible for HC PH program or CHIP who have not yet made a PH-MCO or CHIP-MCO selection. The selected Applicant shall cross-reference its daily enrollments to this Daily 834 Eligibility File to eliminate sending enrollment packages to individuals who have already selected a PH-MCO or CHIP-MCO...

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

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