ALABAMA MEDICAID AGENCY

NOTICE OF INTENDED ACTION

RULE NO. & TITLE: 560-X-45-.04 Primary Contractor Functions/Responsibilities

INTENDED ACTION: Amend 560-X-45-.04

<u>SUBSTANCE OF PROPOSED ACTION</u>: The above referenced rule is being amended to update language in the Administrative Code to reflect program changes in the Primary Contractor Functions/Responsibilities. The Primary Contractor must ensure all written materials are drafted in an easily understood language and format, and make oral interpretation services available for all non-English languages free of charge to each enrollee and potential enrollee; provide semi-annual education to subcontractors; provide Applications Assister services to Medicaid recipients; provide Medicaid copies of all medical records documentation form subcontractors for medical reviews; designate a person to enter data and manage Medicaid's Service Database entries for each district; and coordinate Service Database data entries for recipients transferring from one district to another district.

<u>TIME, PLACE, MANNER OF PRESENTING VIEWS:</u> Written or oral comments may be submitted to the Alabama Medicaid Agency, 501 Dexter Avenue, Post Office Box 5624, Montgomery, Alabama 36103-5624. Agency business hours are 8:00 a.m. to 5:00 p.m. Monday through Friday.

<u>FINAL DATE FOR COMMENT AND COMPLETION OF NOTICE:</u> Written/Oral comments concerning this change must be received by the Alabama Medicaid Agency no later than April 3, 2015.

CONTACT PERSON AT AGENCY: Stephanie Lindsay, Administrative Secretary, Alabama Medicaid Agency, 501 Dexter Avenue, Post Office Box 5624, Montgomery, Alabama 36103-5624. Phone: (334) 242-5833.

Stephanie McGee Azar

Acting Commissioner