



BCBSM PDCM Learning Credits and Reimbursement Opportunities

Process for Submitting Trainings for BCBSM PDCM Learning Credits





BCBSM PDCM Learning Credits

- BCBSM PDCM Learning Credits may be received for any skill-based training designed to improve the care team members' ability to support better patient self-management or team-based care processes in the ambulatory care setting.
- The training must be at least 30 minutes (to earn at least 0.5 BCBSM PDCM Learning Credits)
- Please note that all courses with CE are inherently approved for BCBSM PDCM Learning Credits.
- This process should be utilized for those courses, meetings, or trainings that provide skill-based support but might not have CE credit attached.
 - BCBSM PDCM Learning Credits are not the same as continuing education credits for maintaining licensure.





BCBSM Learning Credits Process Timeline

PO Lead:

Submit the training information via Qualtrics at least (4) weeks ahead of time

MICMT Team:

Review and approve the training

Create event, set-up

evaluation and assign it to the PO Lead's dashboard

PO Lead:

Conduct/attend training, and upload attendance within (2) business days following the training. Learners will have (5) business days to complete.

MICMT Team:

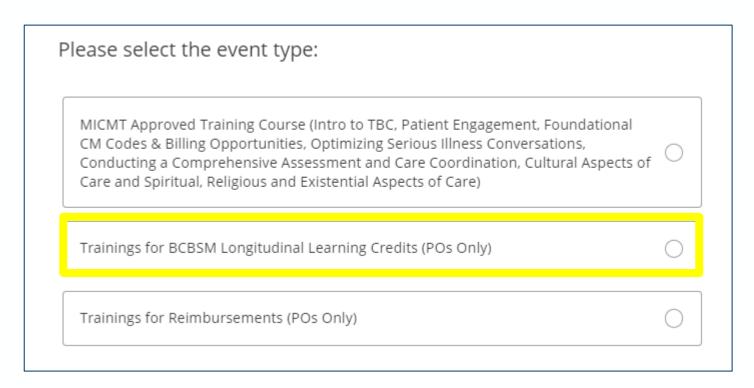
Send evaluation data to PO Lead within (3) business days after the evaluation closes.





PO Lead: Submit the training information

- Please use the following Qualtrics link to submit your meeting: https://umichumhs.qualtrics.com/jfe/form/SV_5zhliGD7AynaTlh
- Select "Trainings for BCBSM PDCM Learning Credits (POs Only)"







Survey fields to complete

Field	Details
Please identify your PO or organization	Select as appropriate
PO Contact and E-mail	Who will be in charge of attendance and point of contact for MICMT (must have an MICMT website account)
Training Details	Name, Date, Start and End Time
Number of BCBSM PDCM Learning Credits Requested	Number of credits should correspond to the length of the training/meeting
Speaker/s Name and Credentials	Who will be facilitating/offering the training
Please upload the timed agenda	The agenda for the meeting to support the number of PDCM Longitudinal Credits and objectives
Please list the detailed objectives of the meeting	The objectives for the meeting to support a skill-based learning opportunity
Has this course already occurred?	





Training Accessible on MICMT Website Dashboard

Your training will appear on your dashboard under Active Trainings.



Active Trainings

Only trainings within a 30-day period are displayed

JAN 25, 3:00PM - JAN 25, 5:00PM View/Record Attendance FEB 8, 3:00PM - FEB 8, 4:00PM View/Record Attendance





Uploading Attendance on the MICMT Website

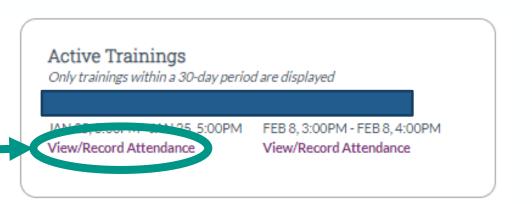


Log out My account MICMT Help Assistant

1) Login to your account.

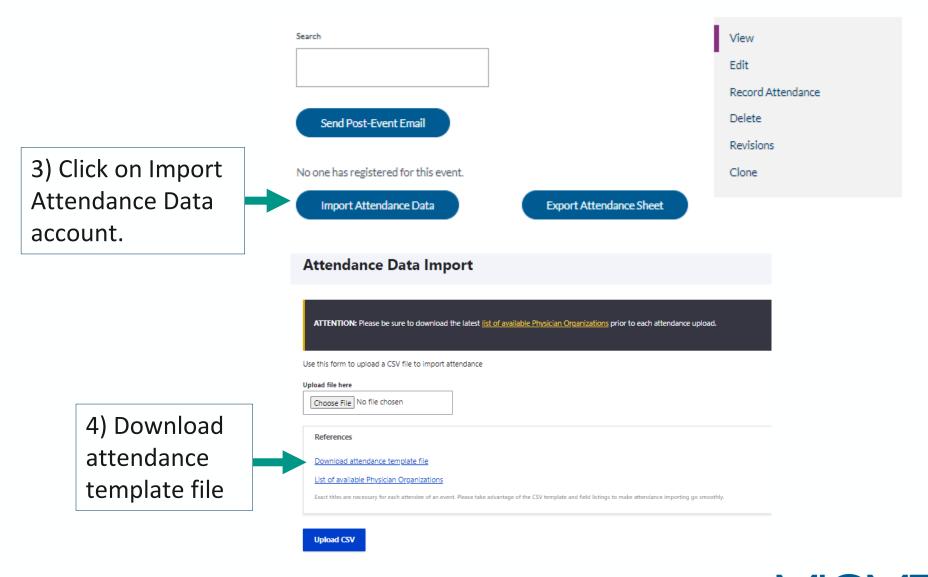
Home Programs Billing Training Events Past Webinars Resources Contact

2) Your trainings will appear on your dashboard. Click on View/Record Attendance.













Fill in attendance template file document with learners

4	Α	В	С	D
1	email	first_name	last_name	po
2				
_				

- Required fields are e-mail, first name, last name, and PO/organization.
- This is a CSV file and needs to remain as a CSV file.
- Watch out for spaces!





Δ	Α	В	С	D
1	email	first_name	last_name	po
2	lindsamw@med.umich.edu	Linny	West	MICMT
3	saadkins@med.umich.edu	Sara	Rudolf	MICMT
4	mbeisel@med.umich.edu	Marie	Beisel	MICMT
5				

5) After you complete the attendance log, save as a CSV



attendancelmportTemplate.csv (30 bytes)

Remove

References

Download attendance template file

List of available Physician Organizations

Exact titles are necessary for each attendee of an event. Please take advantag

6) Choose file and click Upload CSV











7) Your attendees will appear and be checked off. Click send post-event e-mail to complete process.

Only registrants marked as attended with a check mark will:

- Receive a post-event email.
- Have access to the course requirements (post-event email and/or evaluation) on their user dashboard.

Note: To see all this data along with each learner's pract ATTENDANCE SHEET button below

Attendance	Last Name	First Name	Email	РО
				
				
∀				



Post-Event Process

After your attendance is uploaded/e-mail is pushed, learners will receive a link to the evaluation from MICMT.

Post-Event E-Mail

ATTENTION: YOU HAVE FIVE (5) BUSINESS DAYS TO COMPLETE THIS FORM

Dear user_first_name:

Thank you for attending the [Training Name] on [Training Date]. To receive credit for this meeting, please complete the evaluation here. You have (5) business days to complete. If you have questions or concerns, please

contact micmt-requests@med.umich.edu.







Evaluation

After the evaluation is closed, MICMT will provide the raw data in excel and send to PO Leads within three (3) business days.

On a scale from Strongly Disagree to Strongly Agree:

- The meeting/presentation fulfilled its stated objectives
- The meeting/presentation provided me with new information
- The information provided will help me with my role
- The format was appropriate for the educational content
- The presenter/presentation/delivery was facilitated well

On a scale from Inadequate to Exceptional:

- What is your overall rating for the meeting/presentation?
- Any additional comments or feedback?





Process for Submitting Trainings for Reimbursement

*Note that all trainings approved for reimbursement will also be approved for BCBSM PDCM Learning Credits.





Training Reimbursements

- Both internal trainings provided by the PO or external trainings may be submitted for training reimbursements.
- The training reimbursement is intended for efforts related to teambased care in ambulatory care settings.
- The training must be at least 2 hours long and can be multiple days.
- The training is to be skill-based with the purpose of supporting care management, must be aligned with PDCM or another BCBSM teambased care initiative in ambulatory care, and must go through the approval process.
- Reimbursement will only be provided if the PO agrees to follow MICMT guidelines for providing evidence of successful course completion, such as a certificate of completion and passing post-test scores.





Training Reimbursement Caps

- The reimbursement cycle is October 11 to October 10.
- Each PO has a training reimbursement cap. If you submit a training for reimbursement, you will be eligible for reimbursement if you have not already met your cap for the cycle.
- If there are additional funds available at the end of the cycle, you may be reimbursed beyond your cap. However, this will not be determined until after the end of the cycle.
- All POs will have the opportunity to meet their cap before additional funds will be distributed.





Training Reimbursement Caps

- What is my training reimbursement cap?
 - Your MICMT PDCM Project Manager can share this information with you.
- What trainings are currently included in reimbursements?
 - Core Courses: Introduction to Team-Based Care, Patient Engagement, Foundational Care Management Codes & Billing Opportunities and Palliative Care - Optimizing Serious Illness Conversations, Conducting a Comprehensive Assessment and Care Coordination
 - External Trainings submitted and approved by MICMT
 - MICMT lead webinar series





Previously Approved Trainings

- If a training has already been approved for reimbursement, you will only complete a shortened version of the form.
- We will only be collecting pertinent details.
- Trainings that have been previously approved for reimbursement can be located on the <u>MICMT website</u>.





Training Reimbursement Process Timeline

PO Lead:

Submit the training information via Qualtrics at least (4) weeks ahead of time. For previously approved trainings, submit at least (2) weeks ahead of time.

MICMT Team:

Review and approve the training

PO Lead:

Attend training, and provide MICMT with proof of completion (i.e., certificate issued by training organization).

MICMT Team:

MICMT will complete evaluation of trainings for reimbursement by mid-October and send to POs to review.

Reimbursements will appear in the January PGIP check.





Submitting the training

- Please use the following Qualtrics link to submit your meeting:
 https://umichumhs.qualtrics.com/jfe/form/SV_5zhliGD7AynaTlh
- Select "Trainings for Reimbursements (POs Only)"

Please select the event type:

MICMT Approved Training Course (Intro to TBC, Patient Engagement, Foundational CM Codes & Billing Opportunities, Optimizing Serious Illness Conversations, Conducting a Comprehensive Assessment and Care Coordination, Cultural Aspects of Care and Spiritual, Religious and Existential Aspects of Care)	. 0
Trainings for BCBSM Longitudinal Learning Credits (POs Only)	0
Trainings for Reimbursements (POs Only)	0





Survey fields to complete

Field

Please identify your PO or organization

PO Contact and E-mail

Training Name

Training Date and Time (Start and End)

Cost per learner

Identify any/all of the team-based care related program that this training supports

Please identify the intended audience

Is this training already approved by MICMT for reimbursement?

Has this course already occurred? If yes, please provide proof of completion/certificates for all attendees.

If no, you will be required to submit proof of completion following the training to <u>MICMT</u> in order to obtain reimbursement.

If the training has already been approved, you'll only need to complete the fields above





Survey fields to complete

Fields

How did you hear about this training?

Please provide an overall description of this training, detailing why you think this program is important to your performance:

Describe how this training will further program outcomes, identifying specific outcomes expected to be impacted by this training:

Please describe the format of this training

Virtual – live, Virtual – recorded, In Person, Hybrid, Other

Please describe the duration of this training:

Trainings must last at least 2 hours to be considered for reimbursement.

Please provide a link to any electronic materials/descriptions available regarding this training. If there is not a link / reference available, please upload a timed agenda:

If there is not a link / reference available, please provide the detailed objectives of the training:

Please provide the learning objectives of this training, and with which MICMT training objectives the training aligns. The MICMT training objectives are listed below.

Please indicate which attributes are part of this program and provide details.





After submission to Qualtrics...

An MICMT team member will outreach regarding the approval status of the training and/or request additional information.

If the training has
ALREADY occurred,
the learner
certificates should
have been
uploaded to the
initial Qualtrics
survey.

If the training has NOT occurred, the PO must provide proof of completion to MICMT following training.

By mid-October,
MICMT will provide
a list of training
reimbursements for
the PO to review
and approve.

Failure to provide proof of completion will result in no reimbursement. Reimbursements will be included in the January PGIP check.





Summary





BCBSM PDCM Learning Credits	Reimbursements
Must be submitted (4) weeks ahead of time for approval	Must be submitted (4) weeks ahead of time for approval if not previously approved, (2) weeks ahead of time if previously approved
Must be a minimum of 30 minutes in duration	Must be a minimum of 2 hours in duration
Approval is contingent on meeting outlined criteria	Approval is contingent on meeting outlined criteria, proof of completion AND training cap has not already been met
Learners must complete evaluation in MICMT website in order to receive credits	POs must provide proof of completion to MICMT to receive reimbursement





I have questions! Who can I contact?



Please contact your assigned PDCM Project Manager

Ashley Schwartz, schwaras@med.umich.edu Linny West, lindsamw@med.umich.edu

You can also send inquiries to:

micmt-requests@med.umich.edu



