

**DRAFT Sacramento County Health Authority (SCHA) Commission
Medi-Cal Managed Care Plan Assessment**

Ad-Hoc Committee and Expert Reviewer Selection & Review Process

Overview

The State of California DHCS is currently planning to issue a Request for Proposals (RFP) in order to select managed care plans (MCPs) to provide Medi-Cal services in each county beginning in Jan. 2024. MCPs may submit a letter of support from the county in which they intend to operate. The Sacramento County Health Authority Commission plans to use an assessment and selection process to determine which MCPs it will recommend receive a letter of support from Sacramento County.

The SCHA Commission will convene an ad-hoc committee to oversee the MCP review and assessment process. This ad-hoc committee will be comprised of no more than nine (9) Commissioners. The Chair of the SCHA Commission will appoint ad-hoc committee members in October 2021.

The ad-hoc committee will oversee the review and assessment process, which will be conducted by a panel of expert reviewers. The selection of the expert reviewers will be seated no later than October 15, 2021. These expert reviewers will score the RFQ submissions using a Commission developed and approved criteria and scoring tool as laid out in ***Instructions for the 2021 SCHA MCP Request for Qualifications Evaluation Scoring Form***. They will also participate with the ad-hoc committee in MCP oral interviews. The ad-hoc committee will review the expert reviewers' scoring and ratify the scores, then share the ranked MCPs with the full Commission. The SCHA Commission will formally recommend the top three MCPs to the Board of Supervisors for receipt of a letter of support.

Duties of ad-hoc committee members and external reviewers:

- Complete a conflict-of-interest disclosure and attestation
- Review plan submissions received by the Commission, which will be approximately 50 pages in length for each of the 5 MCPs expected to submit a response to the RFQ.
- Expert reviewers only: Score plan submissions independently using a predetermined scoring tool. Scoring will be done over a two-week period (Oct. 25-Nov. 12). Review preparatory materials shared ahead of each meeting and complete any pre-meeting survey, if applicable.
- Attend and participate in an hour-long training in Oct. and two meetings composed of the expert reviewers and a subset of the Commission to review scores in Nov. 2021.
- Attend Oral Presentations by the MCPs in Nov. 2021. Each presentation will be an hour long. Expert reviewers and ad-hoc committee members will be able to ask MCPs clarifying questions or further details based on their written responses to the RFQ, as well as questions relating to the Publicly Available Data and Consumer and Provider survey data.

Ad-hoc Committee Appointment Process:

- Commission members will indicate their interest in participation in the Commissioner survey.
- Chair will appoint the ad-hoc committee members.
- No more than 9 members will be appointed, and should be an odd number to avoid any ties in voting.

Expert Reviewers Selection Process:

- Commission members will submit reviewer recommendations through the Commissioner survey, and the Chair, Commission staff and consultants will also make recommendations.
- Commission will vote to decide who will appoint the reviewers (e.g., ad-hoc committee or Commission).
- County Counsel advised that the technical expert reviewers should remain confidential, and should not be Commissioners to avoid the appearance of impropriety.
- To screen out potential conflicts of interest (COI), the Commission will use COI disclosure form modeled from the California Health Benefits Review Program.
- Commission staff and/or consultants will conduct outreach to interested reviewers, and do an initial screen to confirm interest. Those who wish to participate will be asked to complete the COI disclosure form.
- Results will be brought back to the [ad-hoc Committee, Commission, etc.] to determine the final set of expert reviewers based on their expertise, disclosures and the needs of the Commission.

Please see Appendix A for Instructions and Conflict of Interest forms to be filled out by potential Ad-Hoc Committee Members and Expert Reviewers.

Compensation Process for Content Experts

Expert Reviewers may be compensated a flat stipend or gift for the work associated with reviewing the MCP RFQ submissions. If Counsel determines this can be done, Sierra Health Foundation would provide the stipend/gift.