

# **SOUTH DAKOTA HEALTH HOME APPLICATION**

**Please complete one application for each Health Home Clinic.**

**1. GENERAL HEALTH HOME INFORMATION:**

Name of individual completing the application?

Email:

Telephone number:

Name of applicant organization (or parent if applying for more than one site):

Federal tax identification number (of parent):

If parent organization exists, list name of person responsible for oversight of all practice sites:

Email:

Telephone number:

**1A. NAME & PRIMARY CONTACT INFORMATION FOR PRACTICE SITE APPLYING FOR DESIGNATION:**

Name of Practice Site:

Address of Practice Site:

Federal Tax Id # of Practice Site:

Name of Person responsible for HH at practice site:

Title:

Email:

Phone:

Quality Contact Name, Phone number and email:

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### 1B. DESIGNATED PROVIDERS AT THE PRACTICE SITE LISTED ABOVE

Name/Credentials of Designated Provider	Provider NPI	Billing NPI
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

**1B1. if any of the designated providers listed above serve a satellite location where the Health Home team specific to this application could provide Health Home Services; please list the designated provider and the satellite location(s) with address below.**

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

### 2. HEALTH HOME INFRASTRUCTURE

List the roles, internal and external, that comprise the health home team at this practice site. (I.e. health care coach/coordinator, RN, pharmacist, dietician)

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## **3. HEALTH HOME CORE SERVICES INFORMATION**

Please respond to the following questions.

- 3A. Describe how your health home team will provide Comprehensive Care Management within your Health Home. Comprehensive Care Management requires the development of an individual care plan for each recipient, describe who is responsible and who else will be involved?
  
- 3B. Describe how your health home team will provide Care Coordination within your Health Home. Describe how the individual care plan will be implemented. Who is responsible and who else will be involved?
  
- 3C. Describe how your health home team will provide Health Promotion within your Health Home. Who is responsible and who else will be involved?
  
- 3D. Describe how your health home team will provide Comprehensive Transitional Care within your Health Home. Who is responsible and who else will be involved?
  
- 3E. Describe how your health home team will provide Recipient and Family Support Services within your Health Home. Who is responsible and who else will be involved?
  
- 3F. Describe how your health home team will provide Referrals to Community and Social Support Services within your Health Home. Who is responsible and who else will be involved?

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## **HEALTH HOME LINKAGES**

- 4A. Describe how your health home team will decrease emergency room utilization by recipients.
- 4B. Describe how your health home team will ensure the Health Home receives prompt (within 24 hours of admission/discharge) notification of emergency room and inpatient facility admissions/discharges.
- 4C. Describe how your health home team be involved in any transition affecting your Health Home recipients (i.e. Hospital to Home, Nursing Facility to Home, Hospital to Nursing Facility).
- 4D. Describe how your health home team will integrate services not available within your practice site. Primary Care practice sites should speak specifically to integration with behavioral health and behavioral health practice sites should speak specifically to integration with primary care.

## **5. HEALTH INFORMATION TECHNOLOGY**

- 5A. Describe the practice site's current health information technology (HIT) capability. (Check all that apply)
- ☐ Health Home provider has structured information systems, policies, procedures and practices to create, document, execute and update a plan of care for every recipient.
- ☐ Health Home provider has a systematic process to follow-up on tests, treatments, services, and referrals, which are incorporated into the recipients, plan of care.

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- ☐ Health Home provider has a health record system which allows the recipients health information and plan of care to be accessible to the health home team and which allows for population management and identification of gaps in care including preventive services.
- ☐ Health Home provider can submit outcome measures electronically as defined in the data layout.

### **6. ATTESTATION**

**Attachment 1 must be completed and signed by each designated provider listed in 1B. The original must be submitted with the application.**

### **7. APPLICATION SUBMISSION**

Scan and submit the completed application to [CMforms@state.sd.us](mailto:CMforms@state.sd.us).

Questions about the application can be addressed to the above email or by calling (605) 773-3495.