

**REQUEST FOR INFORMATION**

**Statewide Health Insurance Payment Assistance for Persons Living with HIV in Louisiana**

LOUISIANA DEPARTMENT OF HEALTH

OFFICE OF PUBLIC HEALTH

STD/HIV/HEPATITIS PROGRAM

**RFI # (300014526)**

**Response Due Date/Time:**

**Wednesday, February 26, 2020 - 4:00 PM CT**

**Release Date: Wednesday, February 12, 2020**

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# Purpose:

The purpose of this request for information (RFI) is to gather information from potential qualified organizations that can provide health insurance premiums, co-payments, and other cost share assistance to Low- to moderate-income Louisiana residents living with human immunodeficiency viruses (HIV).

This RFI is being issued to gather information for planning purpose only and should not be construed as a solicitation for services or a request for proposals (RFP).

Background:

The Louisiana Department of Health (“LDH”), Office of Public Health (“OPH”), STD/HIV/Hepatitis Program (“SHHP”) receives funding from the federal Health Resources and Services Administration (“HRSA”) Ryan White HIV/AIDS Program (“RWHAP”) to provide a comprehensive system of HIV primary medical care, essential support services, and medications for low-income people living with HIV who are uninsured and underserved. The Program funds grants to states, cities/counties, and local community-based organizations to provide care and treatment services to people living with HIV to improve health outcomes and reduce HIV transmission among hard-to-reach populations. More than half of people living with diagnosed HIV in the United States receive services through the RWHAP each year.

The legislation was first enacted in 1990 as the Ryan White Comprehensive AIDS Resources Emergency (CARE) Act. It has been amended and reauthorized four times in 1996, 2000, 2006, and 2009. The Ryan White HIV/AIDS Program legislation has been amended with each reauthorization to accommodate new and emerging needs, such as an increased emphasis on funding core medical services and changes in funding formulas. The full Ryan White HIV/AIDS Program legislation is codified at title XXVI of the [Public Health Service (PHS) Act](http://legcounsel.house.gov/Comps/PHSA-merged.pdf), as amended through P.L. 114–113, and enacted December 18, 2015.

In Louisiana, SHHP is responsible for administering the federal Ryan White B and AIDS Drug Assistance Program (ADAP) resources to program participants at the state level, including determining financial eligibility criteria, managing enrollment, and developing mechanisms for making payments on behalf of eligible clients. One of the primary activities undertaken with Ryan White Part B and ADAP resources is the provision of health insurance premiums, co-payments and other cost share assistance to clients that are eligible to receive services through this program.

# Services Requirements:

On an annual basis, approximately 4,000 low- to moderate-income individuals living with HIV require assistance under the Ryan White Part B Program with costs related to their insurance coverage including Marketplace/individual, Medicare, COBRA, group-sponsored, and dental policies. Specifically, the assistance provided by LDH through contractors includes the following:

1. Making premium payments to health insurers, dental insurers, vision insurers and employers on behalf of eligible clients on a monthly basis or as otherwise required by the insurer/employer;
2. Reviewing and adjudicating claims for health, dental, and vision deductibles, copays and coinsurance on behalf of eligible members according to timeframes set forth by medical, dental and vision providers.

Be advised that adjudication of pharmaceutical claims is not a stated need of SHHP at this time and, thus, is not included in this RFI.

# Response General Requirements

# Respondants to this RFI are requested to describe their approach for providing Health Insurance payment and claims assistance to eligible clients. Eligible clients are defined as Louisiana residents living with HIV with household income below 400% of the Federal Poverty Income Guideline and who are ineligible for full coverage under Louisiana Medicaid.

# Any pontential vendor must:

# Offer services in all 9 of Louisiana’s Public Health Regions. See Regional Map in Attachments for additional information.

1. Have and maintain physical premise of operation in the state of Louisiana.
2. Have background experience of implementing a similar project, which included experience with both premium payments and claims adjudication.
3. Financial capabilities to sustain front cost of premium and co-pay payment prior to reimbursement of services is required.

# Submission Information:

Respondants to this RFI must including the following:

* 1. A narrative not to exceed four (4) pages describing:
     1. past experience acting as a third party payer for insurance premiums and cost-shares;
     2. information on how the organization will be structured to meet the needs of the population of this size;
     3. the organization’s ability to process up to 5,000 monthly premium payments and adjudicate up to 3,000 monthly claims; and
     4. examples of similar project(s) undertaken by the Respondants that meet the services requirements or descriptions of other agreements in place with health insurers, dental insurers, medical providers, and/or employers indicating how payments would be rendered on behalf of eligible clients.

To be assured consideration, all response must be received by Wednesday, February 26, 2020, 4:00 CT.

Responses should be submitted to the Louisiana Department of Health, Office of Public Health STD/HIV/Hepatitis Program with the following email address: [Alicia.cooke@la.gov](mailto:Alicia.cooke@la.gov) or mailed/delivered to:

Alicia Cooke, Health Insurance Program Coordinator

Louisiana Department of Health

Office of Public Health STD/HIV/Hepatitis Program

1450 Poydras Street, Suite 2136

New Orleans, LA 70112

**Additional Information**

Liabilities of Agency

This RFI is issued as a means of technical discovery and information gathering. The request should not be construed as a solicitation for services or a request for proposals (RFP), nor should it be construed as an obligation on the part of the state to purchase services. This RFI is not a means of pre-qualifying vendors for any subsequently issued RFP related to this RFI. RFI responses are non-binding on the state or respondent.

Confidentiality

The designation of certain information as trade secrets and/or privileged, confidential, or proprietary information shall only apply to the technical portions of this Request for Information. *Any response to this request marked as copyrighted or marked as privileged, confidential, or proprietary* ***in its entirety*** *is subject to rejection without further consideration or recourse*.

Respondents should bear in mind that while trade secrets and other proprietary information submitted in conjunction with this RFI may not be subject to public disclosure, the Louisiana Public Records Act governs whether information submitted by respondents will be released pursuant to a public records request.

The respondent must clearly designate the part of the response that contains information the respondent believes to be a trade secret and/or privileged or confidential proprietary information. Respondents must be prepared to defend the reasons why material should be held as confidential. If another respondent or entity seeks to review copies of a respondent’s confidential data, LDH will notify the owner of the requested data of the request. If the owner of the asserted data does not want the information disclosed, it must take legal action as necessary to restrain LDH from releasing information LDH believes to be public record.

If the response contains confidential information, the respondent should submit a redacted copy of the response. Without the submission of a redacted copy, LDH may consider the entire response to be public record. When submitting the redacted copy, it should be clearly marked on the cover as a “REDACTED COPY.” The redacted copy should also state which sections or information have been removed.”

# Attachment:

Attachment I: LDH Regional Map

