

Illinois Department of Healthcare and Family Services PCCM Provider Network Subcommittee

Goal

To serve as a communication vehicle between the Illinois Department of Healthcare and Family Services (HFS), Automated Health Systems, the administrator for the Illinois Health Connect primary care case management program, and provider stakeholders statewide.

Tasks

The Provider Network Subcommittee will:

- Obtain feedback on the design, execution and coordination of the provider-related components of the Illinois Health Connect Program.
- Support Provider recruitment activities.
- Identify and suggest available conduits to tap potential PCPs and participants.
- Introduce and promote Illinois Health Connect statewide.
- Review and provide feedback on Illinois Health Connect provider materials.
- Review and provide feedback as part of Illinois Health Connect QA programs.

Membership

The Provider Network Subcommittee takes its direction from, and reports to the Illinois HFS PCCM Steering Committee.

The Provider Network Subcommittee will be co-chaired by Automated Health Systems' Medical Director.

The Provider Network Subcommittee will be composed of medical providers with experience, knowledge, and interest in addressing barriers to provider participation in Illinois Health Connect; promoting provider participation in Illinois Health Connect by serving as a Physician Advocate; and providing input on provider outreach, education, recruitment, and ongoing support efforts and initiatives. Membership is voluntary and open to any interested provider. Membership may include, but is not limited to:

- Physicians and other medical providers who are current HFS Medical Programs providers that participate in Illinois Health Connect.
- Representatives from HFS and IDPH.

- Illinois Health Connect staff.
- Other representatives familiar with provider outreach/education and network development/maintenance.

Meetings

The Subcommittee will meet at least quarterly. The HFS PCCM Steering Committee may request additional or special meetings.

The agenda for meetings will include topics identified by HFS staff, the Steering Committee, and the Subcommittee Chair and/or members. Agenda items and meeting materials will be submitted by the Chair to HFS staff and Subcommittee members at least 3 business days in advance of each scheduled meeting.

Meetings may be conducted via teleconference or in-person at the discretion of the Workgroup Chair. All in-person meetings will include a teleconferencing option to maximize opportunities for participation.

Written meeting minutes will be recorded for all Provider Network Advisory Workgroup meetings. Minutes will be submitted to the designated HFS contact within 5 business days after each scheduled meeting for review and approval.

After HFS approval, meeting minutes will be distributed to Workgroup members via email or regular mail. With HFS approval, minutes may also be posted on the Illinois Health Connect website.