

## Medicaid 50/50 Funding Fact Sheet for Immunization Information Systems

The Centers for Medicare and Medicaid Services (CMS) make Federal Financial Participation (FFP) for Medicaid administrative services available to states to assist in the costs associated with *Health Information Technology for Economic and Clinical Health*, *Medicaid Management Information System*, and *Eligibility and Enrollment* activities. These activities may include the implementation and updating of immunization information systems (IISs).

States may submit requests to obtain 50 percent FFP for costs that cannot be specifically identified with the development or operation of a Medicaid Management Information System, including Medicaid eligibility determination systems.

### What are the key components of the 50/50 match program?

- The IIS agency must work with the state Medicaid office to incorporate IIS-related activities in the Medicaid Implementation Advance Planning Document (IAPD).
- IIS administrators or their parent organizations must have non-federal funding to meet the 50 percent match requirement.
- The starting point for the 50 percent match involves identifying Medicaid's "fair share" of the cost. The Medicaid fair share is based on the proportion of involved providers who serve Medicaid patients and the population eligible for Medicaid.
- The Medicaid match funding is distributed as reimbursement for expenditures related to implementation of the IIS activities included in the state's Medicaid IAPD.
- The 50 percent FFP for maintenance and operations does not expire and will generally be available when the approved system becomes operational.
- The timeline for requesting a 50/50 match must align with the timing of the state Medicaid agency's IAPD submission. Operating periods are parallel with the federal fiscal year. Conversations with the state Medicaid agency should start early, and states should allow plenty of time for completing the process.

### How does 50/50 funding relate to immunization information systems?

- Outreach services to eligible or potentially eligible individuals to enroll in the IIS
- Staff assisting in design, development, and implementation (DDI) of the IIS
- Enrollment in the IIS that can be covered under the administrative costs
- Regular program administrative costs
- End user and business user training for personnel not directly engaged in eligibility determinations
- Facility and equipment (indirect non-personnel costs, i.e., work spaces, software tools, etc.):
  - Staff costs associated with agencywide functions
  - Accounting
  - Budgeting
  - General administration
- Postage

**Implementation Advance Planning Document (IAPD) process:**

The IIS administrator(s) should meet with the state’s Medicaid office to determine which IIS-related activities to include in the IAPD. The activities in the IAPD must clearly identify the functions, staff, and costs. States are required to include the administrative amounts in the IAPD budget table indicating the sources of funding that will support the project. Since FFP does not require approval for administrative costs matched at 50 percent, they will not be included in the IAPD approval letter that is returned from CMS.

Activities that can be matched at 50 percent are shown in the table below.

<b>General Allocation Approach – Eligible for 50/50</b>	
<i>Activity</i>	<i>Description</i>
Outreach and Marketing	General public outreach, beneficiary education and outreach, including explanation of eligibility policies, program, and benefits of enrolling in the IIS.
Policy Development and Research	Even if related to eligibility determination standards and methodologies.
Staff Development and Training	Even if related to eligibility determination, except for operational readiness training; staff assisting in DDI of the IIS may qualify for the 50/50 FFP.
Community-Based Application Assistance	Application assistance for communities.
Program Integrity	Includes auditing efforts.
Appeals	Of final eligibility system determinations.
Ongoing Case Maintenance Activities	Including plan choice and counseling and enrollment; enrollment in the IIS registry can be covered under the administrative costs.
Customer Service	Including call center activities (related to benefits, general beneficiary education, plan choice, and enrollment) and outstationed eligibility worker activities related to beneficiary education, benefits, plan choice and enrollment, and civil rights complaints (costs of workers conducting consumer assistance).

**For more information:**

- Center for Medicaid and CHIP Services: [www.medicaid.gov](http://www.medicaid.gov)
- Centers for Medicare and Medicaid Services: [www.cms.gov](http://www.cms.gov)
- Letter to State Medicaid Directors on Guidance Concerning the Enhanced Federal Match Rate (March 31, 2016): [www.medicaid.gov/federal-policy-guidance/downloads/smd16004.pdf](http://www.medicaid.gov/federal-policy-guidance/downloads/smd16004.pdf)