Rules of
Department of Social Services
Division 70—Division of Medical Services
Chapter 1—Organization

Title
13 CSR 70-1.010 Organization and Description

Page
3
Title 13—DEPARTMENT OF
SOCIAL SERVICES
Division 70—Division of Medical
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13 CSR 70-1.010 Organization and
Description

PURPOSE: This rule states the function
and general organization of the Division
of Medical Services to comply with the
requirements of section 536.023, RSMo.

(1) General Authority and Purpose.
(A) The Missouri Division of Medical Ser-
dices was created within the Department of
Social Services by executive order of the
governor on February 21, 1985. The Missouri
General Assembly granted statutory authority
to the division by adding section 208.201,
RSMo effective September 28, 1987. The
Division of Medical Services operates under
the provisions of Chapter 208, RSMo and Title
XIX of the federal Social Security Act.

(B) The Division of Medical Services is
responsible for the administration of the
medical assistance program in Missouri except
for the determination of recipient eligibility
for the program, which shall be the responsibility
of the Division of Family Services.

(2) Organization and Operations. The Divi-
sion of Medical Services is located in Jefferson
City at 615 Howerton Court. Contact can be
made by writing to the division at P.O. Box
6500, Jefferson City, MO 65102-6500. The
Division of Medical Services is divided into six
(6) major organizational components—
administration and five (5) sections—institutional
reimbursement, management services,
operations, planning and budget, and policy.

(A) The director is in charge of the adminis-
tration of the division. The director employs
the necessary personnel and designates the
subdivisions needed to perform the duties and
responsibilities of the division. In addition to
providing the overall direction of the agency,
Administration is responsible for overseeing
the filing of all state plan amendments and
regulations, all aspects of personnel-related
issues and directing the Managed Care
Program.

(B) The Institutional Reimbursement sec-
tion is responsible for the administration of
payments to hospitals, nursing facilities, and
rural and federally qualified health clinics.

(C) The Management Services section is
responsible for the administration and moni-
toring of consultant and professional services
contracts. Other management services activi-
ties include third-party liability identification
and recovery, claims adjustments and cash
control. Management Services is also respon-
sible for administering the payment of Medicare
Part B premiums (Medicare Buy-In), the
Qualified Medicare Beneficiary (QMB)
program and the Health Insurance Premium
Payment (HIPP) program.

(D) Operations is organized into six (6)
units: Medicaid Management Information
Systems (MMIS), Surveillance and Utilization
Reviews, Provider Enrollment, Provider Edu-
cation, Provider Communications, and Re-
cipient Services. The operations section is
responsible for monitoring the state's contract
with the fiscal agent, investigation of over-
utilization or noncompliance with Medicaid
policies and regulations, reviewing com-
pliance of hospitals' utilization review plans,
initiating administrative sanctions of pro-
viders due to disciplinary action by a profes-
sional licensing board, Medicare exclusion,
repeated patterns of abuse or fraud against the
Medicaid program, claims processing and
maintaining reporting systems. Operations is
also responsible for the program relations
functions.

(E) The Planning and Budget section is
responsible for preparation of the annual
budget, preparation of fiscal note estimates for
proposed legislation, and forecasting and
monitoring Medicaid expenditures through-
out the fiscal year.

(F) The Policy section is responsible for
researching, developing implementing and
monitoring programs that are the responsibil-
ity of the Medicaid agency.

Auth: section 208.201, RSMo (Supp.
1987).* This rule was previously filed as
13 CSR 40.81.005. Emergency rule filed
Sept. 15, 1987, effective Sept. 28, 1987,
Amended: Filed July 2, 1992, effective

*Original authority 1987.