

Generic Supporting Statement
Generic Clearance for Medicaid and CHIP State Plan, Waiver, and Program Submissions
Quality Improvement Affinity Group Expression of Interest Form
(CMS-10434 #82, OMB 0938-1188, tentative)

This July 2024 iteration is a new collection of information request. The new form will replace the following topic-specific EOI forms that are currently used in the Division of Quality and Health Outcomes (DQHO): CMS-10398 # 72 for Infant Well-Care and CMS-10398 #76 for Maternal Health). Both will be retired after the new form is approved by OMB.

Note: Because of system limitations, we are submitting this generic collection of information request on an interim basis under CMS-10434 (OMB 0938-1188). At the appropriate time we will move this request under its proper place (CMS-10398, OMB 0938-1148) and subsequently remove it from CMS-10434 to prevent duplication. The public can monitor the status of such activities at [reginfo.gov](https://www.reginfo.gov).

A. Background

The Centers for Medicare & Medicaid Services (CMS) works in partnership with States to implement the Medicaid and the Children’s Health Insurance Program (CHIP). Together these programs provide health coverage to millions of Americans. Medicaid and CHIP are based in Federal statute, associated regulations and policy guidance, and the approved State plan documents that serve as a contract between CMS and States about how Medicaid and CHIP will be operated in that State. CMS works collaboratively with States in the ongoing management of programs and policies, and CMS continues to develop implementing guidance and templates for States to use to elect new options available because of the Affordable Care Act or to comply with new statutory provisions. CMS also continues to work with States through other methods to further the goals of health reform, including program waivers and demonstrations, and other technical assistance initiatives.

The CMCS Quality Improvement (QI) Program provides state Medicaid and CHIP agencies and their quality improvement partners with the information, tools, and expert support they need to improve care and health outcomes, as demonstrated by performance on Medicaid and CHIP Child and Adult Core Set measures (CMS-10434 #26, OMB 0938-1188). Technical assistance is available to help states build QI knowledge and skills, develop QI projects, and implement, spread and scale-up QI initiatives.

The new CMCS Quality Improvement Affinity Group Expression of Interest (EOI) Form will replace the following topic-specific EOI forms that are currently used in the Division of Quality and Health Outcomes (DQHO): CMS-10398 # 72 for Infant Well-Care and CMS-10398 #76 for Maternal IHealth. Both will be discontinued sometime after the new form is approved by OMB.

DQHO hosts multiple affinity groups with overlapping time frames, with health topics changing to meet state interest and needs as well as to address emerging health disparities as new health data becomes available.

In this July 2024 iteration, DQHO intends for a more general EOI form that will not change with new affinity groups; it will remain the same no matter the subject matter therefore burden will not change. The general form will allow state participants to list multiple Affinity Groups they may be interested in, as well as provide state participants with a more reliable, streamlined, and consistent process for participation going forward.

B. Description of Information Collection

In this collection of information request, State Medicaid and CHIP agencies are given the opportunity to submit the attached Expression of Interest Form regarding participation in one of the available Affinity Groups through the DQHO at CMCS. Information requested will be used to see if each state meets the criteria for participation in an Affinity Group. Criteria for affinity group participation include:

- Well-articulated goals for improving outcomes of the selected health topic of interest.
- An understanding of the state's challenges and opportunities related to the selected health topic of interest.
- Access to related state health data, as applicable for the selected health topic of interest.
- Identification of a well-rounded state team willing to work about 10 to 15 hours each month (depending on role, project, and team size) on the state quality improvement (QI) project.
- Commitment to action, with support from Medicaid and/or CHIP leadership.

Once participating in the Affinity Group, a state will meet monthly virtually for workshops and one-on-one state coaching calls, learning from QI advisors, subject matter experts, and peers in order to test, implement, and assess their data-driven QI change idea.

C. Deviations from Generic Request

No deviations from the generic PRA request.

D. Burden Hour Deduction

High-level Assumptions

- Historically approximately less than 20 states and territories have submitted Expressions of Interest for our Affinity Groups
- DQHO will host up to a maximum of five affinity groups per year
- This is a one-time submission for each Affinity Group, or may be used in multiple Affinity Groups if these are offered at the same time
- Submissions are completed by Health Services Manager

Affinity Group topics are planned as new population health data becomes available and as states express their specific interests and needs. Due to these ever-evolving environmental factors, group topics are not selected far-out in advance.

Wage Estimates

To derive average costs, we are using data from the U.S. Bureau of Labor Statistics’ May 2023 National Occupational Employment and Wage Estimates for all salary estimates (http://www.bls.gov/oes/2023/may/oes_nat.htm). In this regard, the following table presents BLS’ mean hourly wage, our estimated cost of fringe benefits and other indirect costs (calculated at 100 percent of salary), and our adjusted hourly wage.

BLS’s wage estimates are updated annually. Current wage figures can be found at http://www.bls.gov/oes/current/oes_nat.htm and can be used to calculate current cost estimates. May 2023 (see above) is current as of the date of this collection of information request.

Occupation Title	Occupation Code	Mean Hourly Wage (\$/hr)	Fringe Benefits and Overhead (\$/hr)	Adjusted Hourly Wage (\$/hr)
Health services manager	11-9111	64.64	64.64	129.28

As indicated, we are adjusting our employee hourly wage estimates by a factor of 100 percent. This is necessarily a rough adjustment, both because fringe benefits and other indirect costs vary significantly from employer to employer, and because methods of estimating these costs vary widely from study to study. Nonetheless, we believe that doubling the hourly wage to estimate total cost is a reasonably accurate estimation method.

Collection of Information Requirements and Associated Burden Estimates

States will submit expressions of interest by the due date specified on our website (may vary by affinity group).

Since all states/territories (state) will have the option to complete and submit an expression of interest, but historically we have never exceeded 20 respondents, we project 20 state respondents. We estimate it would take 3 hours (per state) at \$129.28/hr for a health services manager to complete the expression of interest form describing their project idea, team, and state needs. In aggregate, we estimate a burden of 60 hours (20 states x 3 hr) at a cost of \$7,756.8 (60 hr x \$129.28/hr).

The EOI form and affinity group(s) do not require quality measure tracking or reporting. While the form asks about the tracking of quality measure(s), the response is free text and voluntary, as we do not have a required measure states must use, track, or report. The affinity groups are tailored for each state to address participants current needs and abilities. This means project goals, measures and learning topics vary between each participating state depending on their focus or population of interest. For these reasons we have no basis for reliably estimating burden for the collection of measure information and it also may vary by state.

Requirement	No. Respondents	Total Responses	Time per Response (hr)	Total Time (hr)	Labor Cost (\$/hr)	Total Cost (\$)
Expression of Interest Form Submission	20	20	3	60	129.28	7,757
TOTAL	20	20	3	60	129.28	7,757

Information Collection Instruments and Instruction/Guidance Documents

Quality Improvement Affinity Group Expression of Interest Form (New)

E. Timeline

Our 14-day notice published in the Federal Register on July 30, 2024 (89 FR 61121). Comments must be received by August 13, 2024