**RESPONSIBILITIES OF PRENATAL CARE COORDINATION PROVIDER:**

Under this agreement, the Prenatal Care Coordination Agency (“PNCC”) provider will do the following:

1. Designate at least one individual to serve as a liaison between the PNCC provider and Quartz Health Solutions, Inc. (“Quartz”).
2. Share the liaison’s name and contact information with Quartz.
3. Notify Quartz when providing PNCC services to one of its members. (Quartz enrollment information is included in the ForwardHealth Enrollment Verification System.)
4. Contact members referred by Quartz and work diligently to enroll them in PNCC within five days of receiving the referral. This includes the following activities:

* Providing Quartz with the name and contact information of the member’s designated care coordinator.
* Notifying Quartz if the member is determined ineligible or if the member declines PNCC services.

1. Obtain a written Release of Information from all members receiving PNCC services to support the sharing of information with obstetric care providers and other healthcare providers.
2. Send Quartz a completed copy of the Pregnancy Questionnaire within two business days of receiving a request.
3. Share other relevant information with Quartz to coordinate services and help ensure healthy birth outcomes.
4. Consult with the designated Quartz liaison, as needed, on member-specific issues.
5. Provide birth outcome information to Quartz within four weeks of delivery.
6. Participate in meetings, as needed, to evaluate the effectiveness and efficiency of this MOU.

**RESPONSIBILITIES OF QUARTZ:**

Under this agreement, Quartz will do the following:

1. Designate at least one individual to serve as liaison between Quartz and the PNCC provider. This individual will be the key point of contact for the PNCC provider.
2. Share the liaison’s name and contact information with the PNCC provider.
3. Inform Quartz members about the availability and benefits of PNCC services and share a listing of local PNCC providers, if necessary.
4. Inform appropriate network providers about the availability and benefits of PNCC services.
5. Encourage obstetric care providers to establish MOUs with PNCC providers to delineate their working relationship.
6. Ensure that appropriate staff and network providers understand when and how to refer women for PNCC services.
7. Facilitate communications between network providers and care coordinators, when necessary.
8. Participate in meetings, as needed, to evaluate the effectiveness and efficiency of this MOU.

The PNCC and HMO will work together on the above responsibilities and may mutually agree to designate certain responsibilities to the other to develop a plan that best meet the needs of pregnant members. For example, the PNCC and HMO may decide only certain Pregnancy Questionnaires need to be sent to the HMO, if the PNCC already provides outreach to meet a member’s needs. The focus of the partnership is to provide efficient outreach to avoid duplication and possible confusion for members.

**PERIOD OF AGREEMENT:**

This MOU becomes effective the date that both Quartz and the PNCC provider have signed it. The MOU remains in effect for three years from the date of the last signature. At the end of the three-year term, the MOU must be renewed in order to remain in effect. If the MOU is not renewed, it will expire.

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| **HMO:**  Quartz Health Solutions, Inc.  2650 Novation Parkway  Fitchburg, WI 53713 | **Prenatal Care Coordination Agency:**  Sauk County Health Dept.  505 Broadway, Suite 372  Baraboo, WI 53913 |
| **Authorized HMO Representative (print):**  Greg Langer | **Authorized Agency Representative (print):** Brent Miller |
| **Title:**  Value-Based Care Programs V.P. | **Title:** Administrator |
| **Signature of Authorized HMO Representative:** | **Signature of Authorized Agency Representative:** |
| **Date Signed:** | **Date Signed:** |
| **HMO Liaison #1:**  Carola Gaines  Phone: (608) 471-4940  Email: [Carola.Gaines@QuartzBenefits.com](mailto:Carola.Gaines@QuartzBenefits.com) | **PNCC Liaison:**  Jessica Phalen BSN, RN |
| **HMO Liaison #2:**  Denise Rigden  Phone: (920) 240-6197  Email: [Denise.Rigden@QuartzBenefits.com](mailto:Denise.Rigden@QuartzBenefits.com) | **PNCC Liaison Phone Number:**  608-355-4326 |
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