




HEALTH CARE
AUTHORITY

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Letter of Direction #41

Date: December 20, 2024

To: Turquoise Care Managed Care Organizations

From: Dana Flannery, Director, Medical Assistance Division 

Subject: School Based Health Centers (SBHC) Long-Acting Reversible Contraception (LARC) Inventory Project

Title: SBHC LARC Inventory Project

The purpose of this letter of direction is to provide the Turquoise Care Managed Care Organizations (MCOs) with information on implementing the School Based Health Centers (SBHC) Long-Acting Reversible Contraception (LARC) Inventory Project effective November 1, 2021.

In collaboration with the University of New Mexico LARC Mentoring Program (LMP) and StellarRx, HSD supporting a project to improve the reproductive autonomy of an individual through same-day access to all methods including LARC with a focus on selected SBHC sites and a goal to reduce unintended teen (13 to 19 years of age) pregnancy. The collaboration will address the upfront cost of devices (Buy and Bill) which is one of the critical barriers perpetuating our nation's high unplanned pregnancy rates which negatively impact an individual's access to the most effective forms of contraception. This project eliminates this problem with a point of care solution which provides patients and clinicians with cost-free access to a complete inventory of LARCs making family planning available in a single visit.

LMP seeks to improve access to contraceptive implants and IUDs for all people of reproductive age in New Mexico (NM). LMP trains primary care providers in LARC procedures and works to reduce administrative barriers that prevent people from accessing LARC in their home communities which makes them a central partner in this project.

StellarRx is a unique diversified healthcare company who partners with healthcare stakeholders to increase access to essential family planning services by providing medications and medical devices at point of care for vulnerable populations. Stellar Rx received a specialty pharmacy license to operate in NM to provide point-of-care stocking and dispensing for LARC through an electronic dispensing unit.

The general workflow of this project, which is subject to additional details based on the needs of the provider and as determined by the SBHC LARC Inventory Project workgroup, includes:

1. Member selects a LARC device.
2. The Stellar Rx Xpedose In-Office Dispensing Process begins with a prescription submission, patient approval, and removal of the selected LARC device from the dispensing unit.
3. Provider submits a medical claim for administration of the LARC device.
4. MCO's collect and report claims data on a regular basis for project monitoring.
5. Provider receives LARC inventory and loads LARC inventory into the dispensing unit.

SUPPORTING THE WORKFLOW OF THIS LMP

A. Stellar Rx shall:

1. Maintain a specialty pharmacy license to operate in NM to provide point-of-care stocking and dispensing for LARC through an electronic dispensing unit, located in each of the selected SBHCs;
2. Provide a dispensing unit programed to unique parameters to each selected SBHC;
3. Provide training and technical assistance to selected SBHCs;
4. Maintain stock of LARC devices for each selected SBHC;
5. Provide monthly utilization data; and
6. Send relevant staff and representative to participate with the SBHC LARC Inventory Project workgroup.

B. MCOs shall:

1. Execute contracts with StellarRx necessary to implement this project;
2. Collaborate with StellarRx to establish claims processing;
3. Submit SBHC LARC Inventory reports per HSD's instruction that will be issued with this LOD as a template. The quarterly reports are due the 30th of the following month in which the quarter ends. Frequency of reporting is subject to change as directed by HSD; and
4. Send relevant staff and representative to participate with the SBHC LARC Inventory Project workgroup.

C. Selected SBHC providers shall:

1. Execute a contract with MCOs;
2. Execute an agreement with LMP;
3. Execute an agreement with StellarRx; and
4. Provide contact information and provider information necessary for the implementation of this project.

D. LMP shall:

1. Provide LARC training to selected SBHC;
2. Provide project assessment;
3. Provider utilization survey for baseline and ongoing information;
4. Provide oversight to assure development of clinical protocols and documentation templates; and
5. Provide technical assistance with billing, coding, and support for clinic flow.

This LOD will sunset when direction is provided in one or more of the following: Turquoise Care Managed Care Services Agreement, Managed Care Policy Manual, NMAC, Systems Manual, or BHSD Billing and Systems Manual. The LOD may also sunset upon HCA notification or completion of the project.

LOD #XX SBHC LARC Inventory Report Template		
Reporting Period		through
MCO Name		
Report Run Date		

SBHC LARC Inventory Summary Table				
To Date	Q1CY25	Q2CY25	Q3CY25	Q4CY25
Members Served	0			
Same Day Access	0			

Medicaid Member ID	Prescription Written Date of Service	Device Pull Date	Administration Date of Service (Medical Claim)	Same Day Access (Yes/No)	SBHC	Provider Question 1 Response (Yes/No)
0				0		

Summary Analysis Question: Describe situations that would require refreshing data was needed such as claims lag, corrected claims, etc.

Analysis Question: Report any actions taken to improve reporting of data.

Terms	Definition	Responsible Party
Report Run Date	Report the date that the data was produced for this report after the quarterly reporting period and before the report due date.	MCO
Members Served	This is an autocalculated count of unduplicated members served through the dispensing unit unique to the SBHC LARC Inventory Pilot Project as recorded in column B, rows 13-28. Count will be found in B28. MCOs will manually enter the corresponding column of row 8. Cells that are blank are not counted.	MCO
Medicaid Member ID	Report the Member's 10 digit Medicaid System ID for any member who received a device from the dispensing unit unique to the SBHC LARC Inventory Project.	MCO
Prescription Written Date of Service	Report the date that the LARC device prescription was written which matches the Medicaid Member ID	MCO
Device Pull Date	Report the date that the LARC device matching the Medicaid Member ID left the Xpedose dispensing unit as reported by StellarRx. MCO requests this data from Stellar no later than the 15th of the following month after the close of the quarter.	Stellar
Administration DOS (Medical Claim)	Report the date of service for the medical claim matching the Medicaid System ID and corresponding administrative code for the device.	MCO
Same Day Access (Yes/No)	Report yes in column F of SBHC LARC tab for a Medicaid System ID that has a matching date for the prescription, the dispensing and corresponding administration date. Report No if the any dates do not match.	MCO
Provider Question 1 Response (Yes/No)	Report the yes or no response as reported by StellarRx. MCO requests this data from Stellar no later than the 15th of the following month after the close of the quarter.	MCO
SBHC	Record the SBHC for the place of service according to the 4 SBHCs that have agreed to participate in this pilot project. Those are the following: Cobre = HMS Cobre Health Clinic (NPI:1073506911) Silver = HMS-Silver High School Wellness (NPI:1255324562) WLV = Sunrise Clinics (NPI:1664055927) EVHS =El Centro Family Health EVHS SBHC (NPI: 1437575289) Gadsden = Gadsden (NPI 1689034662) RFK = RFK Charter High School (NPI: 1013190610) MCO requests this data from Stellar no later than the 15th of the following month after the close of the quarter.	Stellar

General Reporting Instructions		Responsible Party															
General Work Flow	MCOs will receive the RX30 Log from StellarRx on a monthly basis which will be the source for Device Pull DOS (column D). MCO will complete this template and submit via DMZ in a quarterly basis in alignment with numbered MCO reports.	Multiple															
Data Refreshing	Data can be refreshed for 1 quarter prior. An annual/final report will be issued which the MCOs can refresh all data.	MCO															
Providers	Providers will be limited to SBHCs participating in this pilot project.	Stellar															
Reporting Period	<p>Quarterly Reporting Periods</p> <table border="1"> <thead> <tr> <th>Quarter</th> <th>Reporting Period</th> <th>Report Due Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>January 1 – March 31</td> <td>April 30</td> </tr> <tr> <td>2</td> <td>April 1 – June 30</td> <td>July 30</td> </tr> <tr> <td>3</td> <td>July 1 – September 30</td> <td>October 30</td> </tr> <tr> <td>4</td> <td>October 1 – December 31</td> <td>January 30</td> </tr> </tbody> </table> <p>Reports are due the 30th of the following month in which the quarter ends. Frequency of reporting is subject to change as directed by HSD. MCO will submit completed template via DMZ at Distribution/NM Operations/other/ToState/ If a report due date falls on a weekend or a State of New Mexico holiday, receipt of the report the next business day is acceptable.</p>	Quarter	Reporting Period	Report Due Date	1	January 1 – March 31	April 30	2	April 1 – June 30	July 30	3	July 1 – September 30	October 30	4	October 1 – December 31	January 30	MCO
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1	January 1 – March 31	April 30															
2	April 1 – June 30	July 30															
3	July 1 – September 30	October 30															
4	October 1 – December 31	January 30															
Members	Reported data is limited to members from 13 to 19 years of age that receive LARC services.	MCO															
No Data	The MCO must ensure that data is entered in all fields. Use "ND" if there is no data available to report. The report will be considered incomplete if any field is left blank unless specific instructions are given.	MCO															