

Policy Memo – Policies and Procedures

2027 Policy Memo

04 – Quality of Care

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Please note: any timeframe listed in days refers to calendar days unless otherwise specified.

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1. Review or Reported Quality-of-Care Concerns

Reported quality-of-care concerns will be reviewed to determine if health services rendered were professionally indicated or were performed in compliance with the applicable standard of care. A quality-of-care concern may be reported by a member, a member's family/representative, a provider or provider's support staff, Blue Cross and Blue Shield of Kansas (BCBSKS) internal staff or business partners. Potential quality-of-care concerns, including adverse events, are referred to the Nurse Coordinator of Quality Improvement, who serves as a designated peer review officer for BCBSKS as defined in K.S.A. 65-4915.

In order to make a determination regarding the quality-of-care concern, records will be requested and reviewed by clinical staff and peer reviewers. Providers are encouraged to take an active role in the process, providing additional information and clarification when appropriate. Failure by a contracting provider to respond to a request from BCBSKS for additional information during a quality-of-care review constitutes grounds for further actions by BCBSKS, up to and including termination of the provider's participation agreement for cause. Additionally, as a provider must be in good standing with BCBSKS to qualify for and receive Quality-Based Reimbursement Program (QBRP) incentives, QBRP incentives may be removed for failure to respond to a request from BCBSKS for additional information.

All cases in which the quality of care is either questionable or may be substandard are referred for external review by a contracted quality improvement and peer review organization for a final determination. If a reported quality of concern case is determined to not be within the acceptable standard of care, the finding is communicated in writing to the provider(s) with a request for response. A finding that health care services were not within the applicable standard of care will trigger an action plan.

An action plan will consider the standard of care, likelihood that not being within the standard of care contributed to injury or harm and the extent of the injury or harm. Action plans ideally will be mutually agreed upon by provider and plan. An action plan may include but may not be limited to:

- Tracking and trending
- Corrective action plans detailing specific actions and monitoring
- Disciplinary action by plan
- Reporting to appropriate external oversight entity for consideration of disciplinary action

BCBSKS will notify the provider of the determination of all quality-of-care concern reviews.

2. Member Satisfaction Survey

Members' perceptions are an essential source of information for BCBSKS. A satisfaction survey is not only a good management tool, but also a key indicator of the quality of care being provided. Surveys may be conducted to comply with performance standards and/or to gain insight into specific issues. BCBSKS is committed to continuous quality improvement and survey results are analyzed to determine areas of strength and areas of concern. Root causes are identified and action plans implemented so improvements can be achieved.

3. Disease Management/Wellness

BCBSKS has telephone-based Disease Management and Wellness programs designed to help members improve quality of life and overall health by understanding health risks and possible complications, making healthy lifestyle choices, improving gaps in care/preventive care, and communicating with the health care team to make informed decisions in care. Disease Management programs offered may include but are not limited to diabetes, coronary artery disease, asthma, chronic obstructive pulmonary disease, congestive heart failure, hypertension, and hyperlipidemia. Wellness programs offered may include but are not limited to maternity, weight loss, tobacco cessation, and stress management. Through these programs, registered nurses provide one-on-one support, coaching, and educational tools to assist members in self-management skills to improve overall health.

The Disease Management Program is URAC accredited. Both the Disease Management and Wellness programs are HIPAA compliant.

Members are identified for participation in one or more of the Disease Management programs by diagnoses codes on claims and will be invited to participate by letter or telephone. Additionally, members can self-enroll for any Disease Management or Wellness program, and providers may refer members for participation. Participation in the programs is voluntary. Members may choose to discontinue participation in the programs at any time. Participation in the programs will not affect any health insurance benefits. For additional information, go to <https://www.bcbsks.com/health-and-wellness/health-coaching>.

4. Health Insurance Portability and Accountability Act (HIPAA)

According to the HIPAA Privacy Rule, health care providers can disclose protected health information (PHI) to health plans pertaining to credentialing, retrospective review, office record reviews, and HEDIS (Healthcare Effectiveness Data and Information Set) data collection for the following types of health care operations:

- A. Quality assurance and quality improvement activities
- B. Accreditation activities (e.g., HEDIS data collection)
- C. Case management, care coordination, and related functions
- D. Disease management
- E. Protocol development
- F. Credentialing provider or health plan performance evaluation
- G. Training
- H. Certification
- I. Licensing

Providers are permitted by HIPAA to disclose PHI to health plans for the above purposes without authorization from the patient when both the provider and health plan have or had a relationship with the patient and the information relates to that relationship.

5. Health Information Exchange (HIE)

BCBSKS believes in the value of health information exchange to support delivery of high-quality and cost-effective health care. BCBSKS is committed to supporting electronic sharing of clinical information that is HIPAA compliant and designed to achieve the goals of improving member experience, quality of care, and the health of our member population. BCBSKS may require electronic submission when requesting clinical information.

6. Quality Reporting and Transparency

BCBSKS may establish quality initiatives and programs to monitor and report performance results of participating providers, and make available such results in web based and/or written form to the general public, enrolled employer groups, and members.

7. Credentialing

7.2. Overview

Examples of medical services that can be considered content of service are:

- A. Before a health care provider is eligible to become a contracting provider in the BCBSKS network, he/she must apply for and be granted credentialing status through the BCBSKS credentialing process as more fully described in the Credentialing Program Plan Description and BCBSKS policies and procedures (collectively, Program).
- B. For providers who are not currently credentialed, he/she must submit application and undergo a full review as described in the Program. For providers who are currently credentialed, they must undergo the recredentialing process described in the Program at least every 36 months.
- C. BCBSKS will monitor all network providers for continual compliance with established criteria as needed but at least monthly. If any derogatory information is identified during monthly monitoring, credentialing staff will report such findings to the Committee that will follow the process outlined below

7.3. Initial Consideration by BCBSKS Credentialing Committee

- A. In order for an applicant to be considered for credentialing by the Committee, he/she must meet all applicable criteria as set out in the Program and that are available on the BCBSKS website*. An applicant who does not meet all applicable criteria may not be considered by the Committee. The reconsideration and appeal process described below is not available to applicants who do not meet all applicable criteria.
*Credentialing criteria are available on the BCBSKS website at <https://www.bcbsks.com/providers/credentialing>.
- B. The Committee reviews each provider's credentialing file in accordance with BCBSKS criteria and URAC standards. If a provider does not meet these standards or there is evidence that he/she does not adhere to BCBSKS policies and procedures, the Committee may deny or restrict participation in a BCBSKS network. If the provider disagrees with the denial or restriction and has additional information, he/she may request reconsideration by the Committee. In the absence of additional information, the provider may submit a

written request for a first-level appeal within 30 days of the date BCBSKS sends notice of the denial or restriction to the provider.

7.4. Suspension for Member Safety

BCBSKS will review any action taken against a contracting provider where the provider has engaged in conduct or is practicing in a manner that raises competency concerns or appears to pose a significant risk to the safety of BCBSKS members. The contracting provider will be offered appeal rights if their contracting status is suspended.

7.5. Circumstances When Reconsideration/Appeal is not Available

- A. If the Committee denies or cancels credentialed status for a provider because of one or more of the following reasons, the reconsideration and appeal process described below in Subsections E through G will not be available to such provider.
- Provider's professional license is not at full clinical scope of practice;
 - Adverse action against the provider's DEA registration;
 - Provider is unable to supply credentialing staff with documentation of successful completion of at least three years post-graduate training or equivalent work experience; or
 - Provider is currently subject to any sanctions imposed by any CMS program or by the Federal Employee Health Benefit Program, including but not limited to being excluded, suspended, or otherwise ineligible to participate in any state or federal health care program.
- B. If a provider's regulatory board suspends or revokes their license, that provider's BCBSKS network contract is canceled by operation of the terms of the contract. When credentialing staff members become aware of such suspension or revocation, they shall notify the Committee, but the Committee is not required to take any specific action since the provider's contract will terminate of its own accord. Credentialing staff shall also notify the appropriate internal departments of such suspension or revocation to ensure that appropriate administrative action is taken.

7.6. Reconsideration

If the Committee denies or restricts a provider's participation status, the Committee will allow the provider to submit additional supporting documentation for reconsideration. If the denial or restriction is upheld by the Committee, the provider may submit a written request for a first-level appeal within 30 days of the date BCBSKS sends notice of the denial or restriction to the provider.

7.7. First-Level Appeal Panel

All appealed disputes are referred to a first-level appeal panel consisting of at least three qualified individuals, of which at least one must be a participating provider who is not otherwise involved in network management and who is a clinical peer of the provider that filed the dispute. BCBSKS will have 60 days from receipt of the first-level appeal request to convene a first-level appeal panel.

7.8. Second-Level Appeal Panel

If the first-level appeal panel upholds the denial or restriction, the provider may submit a written request for a second-level appeal. BCBSKS will convene a second-level three-member appeal panel consisting of at least one member who must be a contracting provider not otherwise involved in network management and who is a clinical peer of the provider who filed the dispute. None of the second-level panel may have been members of the first-level appeal panel. BCBSKS will have 60 days from receipt of the second-level appeal request to convene a second-level appeal panel.

7.9. Second-Level Appeal Panel Decision

The result of the appeals process shall be binding on both the provider and BCBSKS subject only to the provision for binding arbitration previously stated in Policy Memo No. 1.

For every provider whose denial or cancelation of credentialing status is upheld, credentialing staff will report the decision to the provider's regulatory board and the National Practitioner Data Bank.



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