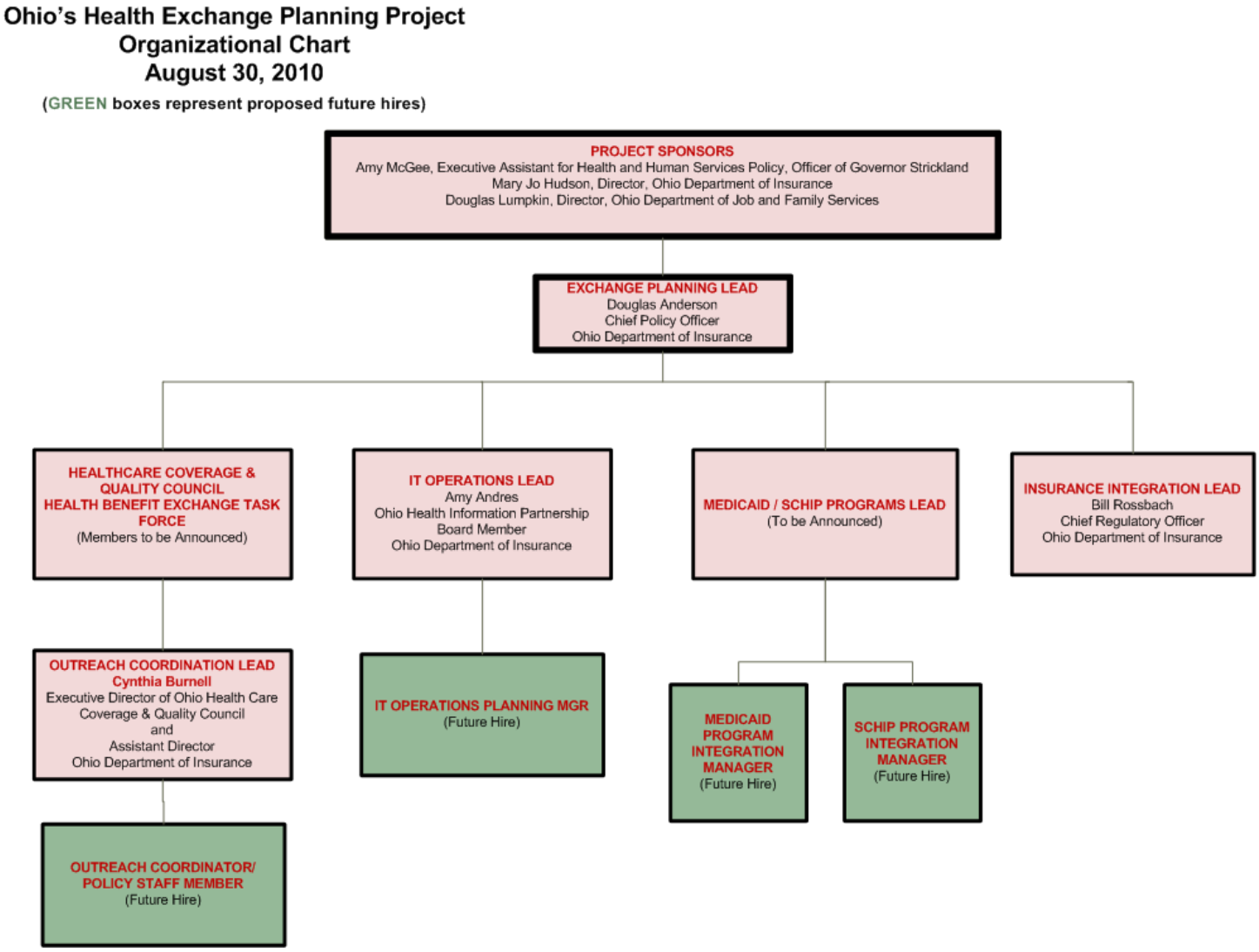
The below Organizational Chart and Job Descriptions for Key Personnel satisfy the Required Supporting Documentation noted on page 12 (section IV.B.9.2) of the Department of Health and Human Services/Office of Consumer Information and Insurance Oversight <u>State Planning and Establishment Grants for the Affordable Care Act's Exchanges</u> Grant Announcement CFDA: 93.525 dated July 29, 2010.

Below is a matrix model organizational chart relating to Ohio's exchange planning project. The chart reflects the organization for this project only, and does not reflect the tables of organization within the sponsoring agencies.



The following are job descriptions for the key personnel as identified on the project organizational chart.

<u>Project Sponsors</u>

The Project Sponsors represent Ohio's Governors office and the two state agencies sponsoring this project, the Ohio Department of Insurance and the Ohio Department of Job and Family Services. The Project Sponsors are Amy McGee from Ohio's Governor's office; Mary Jo Hudson, Director of the Ohio Department of Insurance; and Douglas Lumpkin, Director of the Ohio Department of Job and Family Services. The project

sponsors will oversee and direct the exchange planning project. The Exchange Planning Lead will report to the Project Sponsors.

Exchange Planning Lead

The Exchange Planning Lead will direct Ohio's exchange planning process and oversee the work of Ohio's Exchange Planning Task Force, staff and consultants. The Exchange Planning Lead will be responsible for meeting the goals and objective of the planning process, take the steps necessary to plan for and implement an exchange, and report to the Project Sponsors. The Exchange Planning Lead will coordinate with state and federal agencies, internal and external stakeholders, and the public on planning and implementation issues. Doug Anderson, Chief Policy Officer at the Ohio Department of Insurance, will be the Exchange Planning Lead. Doug will devote 100% of his time to this project and his position will be paid for with grant funds, as reflected in the budget and budget narrative.

Health Care Coverage & Quality Council - Health Benefit Exchange Task Force

Ohio will involve stakeholders and the public in planning an exchange through the Ohio Healthcare Coverage and Quality Council ("the Council"). The Council consists of leaders representing all aspects of Ohio's health care system, including providers, hospitals, large and small employers, labor, carriers, consumer advocates, state legislators, and state agencies. The purpose of the Council, as outlined in statute, is to advise Ohio's Governor, General Assembly, entities in the public and private sectors, and consumers on strategies to expand affordable health insurance coverage to more individuals and to improve the cost and quality of the state's health insurance system and health care system.

The Council will form a new task force – the Health Benefit Exchange Task Force -- to review and advise the State as it develops and considers options for the Ohio Health Benefit Exchange and its implementation. The Health Benefit Exchange Task Force, to be appointed in September, 2010, will include members from all key stakeholder constituencies, including payers, plans, providers, agents and consumers. The Task Force will meet on a regular, expedited basis to assure timely input, and all meetings will be open to the public. Members of the Task Force will not receive compensation.

Outreach Coordination Lead

Outreach will be coordinated through the Ohio Health Care Coverage and Quality Council. A newly created task force of the Council will be formed to gather public and stakeholder input. Cynthia Burnell, Executive Director of the Council, will oversee and coordinate outreach efforts. Cynthia will devote a portion of her time to the exchange planning process, and her services will not be paid for using any grant funds. Administrative and clerical support for the exchange planning task force will also be provided by Council staff in-kind.

Outreach Coordinator/Policy Staff Member

This staff member will coordinate Ohio's exchange planning task force, public outreach efforts, and consumer input. This staff member will also provide policy, strategic and technical analysis and advice on planning and implementation issues. This staff member will devote 100% of his or her time to the project and the position will be paid for with grant funds, as reflected in the budget and budget narrative.

IT Operations Lead

This position will lead development of the technical and operational infrastructure of the exchange, including IT systems, and will be led by Amy Andres, who serves as the Chief of Staff for the Ohio Department of Insurance. Amy is also a board member of the Ohio Health Information Partnership, which is a non-profit entity, funded through a combination of state and federal grants, to assist physicians and other providers with implementation and adoption of health information technology (HIT) throughout Ohio. Amy will devote a portion of her time to exchange planning, and her services will not be paid for using any grant funds.

IT/Operations Planning Manager

This staff member will work on the technical and operational infrastructure of an exchange with a focus on developing the IT strategy, infrastructure, technical requirements and procurement plan. This staff member will devote 100% of his or her time to the project and the position will be paid for with grant funds, as reflected in the budget and budget narrative.

Medicaid/SCHIP Programs Lead

The Medicaid Lead will manage and oversee work on exchange implementation issues that relate to Ohio's Medicaid/SCHIP program and populations. This work will involve not only designing the exchange to best serve Ohio's Medicaid/SCHIP populations, but integrating and coordinating the exchange with the systems and processes of Ohio's Medicaid/SCHIP program. The Medicaid/SCHIP Programs Lead for this project will be announced shortly. The Medicaid/SCHIP Programs Lead will devote a portion of his or her time to exchange planning, and his or her services will not be paid for using any grant funds. The Medicaid/SCHIP Programs Lead will oversee work done by the Medicaid Program Integration Manager and the SCHIP Program Integration Manager identified on the organizational chart, and also work done by other experts within Ohio's Medicaid/SCHIP Programs who will provide information and analysis to the planning process on an in-kind basis.

The Medicaid Program Integration Manager

The Medicaid Program Integration Manager will be responsible for conducting program policy analyses to determine the most efficient and effective integration of the Medicaid population in the exchange. The position will also conduct analyses to determine how best to coordinate eligibility and enrollment functions with the current processes and IT systems used by Ohio's Medicaid program.

The SCHIP Program Integration Manager

The SCHIP Program Integration Manager will be responsible for conducting program policy analyses to determine the most efficient and effective integration of the SCHIP population in the exchange. The position will also conduct analyses to determine how best to coordinate eligibility and enrollment functions with the current processes and IT systems used by Ohio's SCHIP program.

Insurance Integration Lead

The Insurance Integration Lead will manage and oversee exchange implementation issues related to insurance regulation and insurance markets. Bill Rossbach, Chief Regulatory Officer for the Ohio Department of Insurance, will serve in this position. The exchange planning process will utilize Bill's staff, including actuaries, financial analysts, and insurance product experts, for information and analysis. Bill will devote a portion of his time to exchange planning, and his services will not be paid for using any grant funds. Work done by the actuaries, analysts and experts on Bill's staff will be provided in-kind to this project.