



1332 Waiver Post-Award Forum Modification Request Template

This template assists the Centers of Medicare & Medicaid Services (CMS) with post-award forum modification determination by collecting information including a grantee’s request to modify the normal post-award forum procedures, any and all reason(s) for alternative procedures, updated forum date, time, and location, and accessibility compliance.

Please provide your responses below in the *Grantee Response* column and return the completed template to 1332-WaiverSupport@cms.hhs.gov.

Required Information	Grantee Response
The following should be displayed prominently on the website.	
Date:	June 14, 2022
Time:	10:00am
Location:	Virtual Teams Meeting
Website Link:	https://nhhp.org/
Reason for the request:	New Hampshire is requesting to hold its 2022 Post-Award Forum virtually to mitigate the potential risk associated with COVID-19. Due to the continued community transmission of COVID-19, we believe avoiding large gatherings continues to be necessary to protect public health.
Was the request submitted a minimum of 45 days prior to the expected date of public forum? If not, please explain why.	Yes
Describe how attendees can ask questions.	<p>The Teams platform will allow attendees to ask questions in real-time either by typing the question into the chat box or by using the “raise hand” function. Those individuals that “raise their hands” will be called on one-by-one and asked to introduce themselves and share their question or comment. Questions submitted via chat will be read out loud by the moderator to allow for real-time response. Those who wish will also be given the opportunity to submit questions and comments in writing following the forum.</p> <p>With permission from CMS, and also due to the COVID-19 pandemic, the state’s pre-submission hearings and the 2021 Post-Award Forum were also held under the same structure. Given the attendance and participation at those hearings, we are confident that this forum will also allow for the greatest opportunity and level of meaningful public engagement.</p>
Describe how attendance will be tracked.	The Teams platform will generate a list of attendees that log-on to the Forum. Information will automatically be collected from those who have a Teams account. Others will be prompted to provide their name when they join the meeting.
Describe how compliance will be met for applicable civil rights requirements	The Teams platform is broadly accessible. It is available for use on computers, tablets and phones via an app or on the web, both to people with Teams accounts and those



Required Information	Grantee Response
<p>and laws pertaining to accessibility.¹</p>	<p>without accounts. Individuals can also choose to call-in by phone using a toll-free or local phone number.</p> <p>The Forum will include access to the same information both verbally and in writing via a powerpoint presentation. Additionally, the notice will invite those individuals that require accommodations (due to disabilities or limited English proficiency, for example), such as auxiliary aides or service or alternative communications formats in order to participate in the process to contact New Hampshire Health Plan to ensure all necessary accommodations are provided. Any requests for interpreters or other auxiliary aids and services will be met to ensure meaningful accessibility for all in compliance with federal civil rights requirements and other federal laws pertaining to accessibility. Teams itself supports closed captioning with speaker attribution,² and allows use of keyboard shortcuts³ and screen reader supports.⁴ Teams was designed to comply with the requirements of Section 508 of the Rehabilitation Act and the WCAG 2.0 AA.⁵</p> <p>The Forum notice will also meet accessibility requirements. It will be posted on the New Hampshire Insurance Department website. All state agency websites comply with requirements of Section 508 of the Rehabilitation Act (WCAG 2.0 AA).⁶ Additionally, the Insurance Department website has a translation function.⁷</p>

¹Consistent with federal civil rights law, including section 1557 of the ACA, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act, post award forum modifications must be posted online in a manner that is accessible to individuals with disabilities. To assist with ensuring website accessibility, states may look to [national standards issued by the Architectural and Transportation Barriers Compliance Board](#) (often referred to as “section 508 standards”), or alternatively, the [World Wide Web Consortium's Web Content Accessibility Guidelines](#) (WCAG) 2.0 Level AA standards.

² <https://support.microsoft.com/en-us/office/use-live-captions-in-a-teams-meeting-4be2d304-f675-4b57-8347-cbd000a21260>

³ <https://support.microsoft.com/en-us/office/keyboard-shortcuts-for-microsoft-teams-2e8e2a70-e8d8-4a19-949b-4c36dd5292d2>

⁴ <https://support.microsoft.com/en-us/office/using-microsoft-teams-with-a-screen-reader-frequently-asked-questions-41b373b9-975a-438d-bb0d-105048752739>

⁵ <https://www.microsoft.com/en-us/trust-center/compliance/accessibility>

⁶ <https://www.nh.gov/policy/accessibility.htm>

⁷ www.nh.gov/insurance