



B. J. Walker, Commissioner

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MEDICAID MANUAL (OFI Policy Manual, Volume II) Transmittal NO.32

TO: County Departments of Family and Children Services
State DFCS Staff

FROM: Dave Statton, Interim Director
Division of Family and Children Services

RE: Medicaid Policy Updates/Changes

PURPOSE: For Family Medicaid, a note was added to sections 2067 and 2184 to remind workers that Health Departments do not verify citizenship/identity for presumptive applications. Section 2162 was updated with the correct definition of a child only case. In section 2215, the 90 day citizenship good cause period for active cases was removed. Minor changes were made in sections 2004, 2065, 2230, and 2308. Appendix M was clarified to state that it is acceptable to screen print databroker public record information. For ABD, a new section was added for Long-Term Care Partnership policies. New procedures for dealing with a nursing home ban were added to section 2141. Minor changes were made in sections 2139, 2150, 2339, 2342, 2558, 2578 and Appendix I. For Children in Placement, a new section for Chafee Option Medicaid was added, and the required documentation standards were added to Appendix D. A reference to COBRA reciprocity was added to Section 2852 for IV-E and State Adoption Assistance children from other states. Minor changes were also made in sections 2052, 2053, 2054, 2706 and 2870. Sections 2901, 2903, 2910 and 2980 of the Referrals section were updated with current contact information and form numbers. A new section was added to the referrals section on the Champions for Children program. The forms section was updated with revised versions of the 94, 222, 327 and 981. Spanish versions of the form 130 and 809, and the newest G-845S SAVE request. Form 28 was removed. Please refer to the chart attached for specific changes.

DISCUSSION:

Specific changes to the Sections are discussed briefly under the Comments Section below.

UPDATES:

MANUAL TRANSMITTAL 32

Section	Instructions for Manual Maintenance	Page	Comments
2004	Remove and Replace	1,2	Page 1, updated policy statement. Page 2, updated instructions on manually pulling clearinghouse if SUCCESS is unable to pull automatically.
2052	Remove and Replace	2	Added reference to 2818 for children in placement annual reviews
2053	Remove and Replace	1	Added reference that for Chafee option, there is no retroactive coverage prior to 7/1/2008.

2054	Remove and Replace	1	Added reference that for Chafee option, there is no EMA coverage prior to 7/1/2008.
2065	Remove and Replace	5,6,8	Page 5- Separated Clearinghouse/Databroker requirements as the age requirements are different for each. Page 6- in NOTE under form 5460, changed “any” to “either”. Also clarified that signed DMA 285 is only required if a/r has TPL, and made reference to TPL section. Page 8-Under SOP, reworded to state that applications should be processed as soon as all verification is received.
2067	Remove and Replace	1,2	Page 1- clarified forms that are given to recipient by QP. Page 2- Updated forms that are given to recipient by QP as temporary certification, Added NOTE that Health Depts. do not verify citizenship/ID, must be done by DFCS
2139	Remove and Replace	1	Removed extension from contact number at bottom of the page.
2141	Remove and Replace	2	Added new process for receiving Nursing Home “ban” letters.
2150	Remove and Replace	13	Deleted part about switching back and forth between QI1 and AMN
2162	Remove and Replace	2	Under OCSS, updated the definition of a child only case.
2184	Remove and Replace	2,3	Page 2-Added NOTE that Health Depts. do not verify citizenship/ID, must be done by DFCS. Page 3-in step 5, added instructions to verify citizenship/identity.
2215	Remove and Replace	1,5,10	Page 1, added bullet on naturalization under Definition of U.S. citizenship. Page 5, removed paragraph referring to 90 day good cause period for individuals already receiving Medicaid, under 4 th bullet regarding DMA550, changed “physician” to “provider”. Page 10, updated website link for WEB-1 VIS instructions.
2230	Remove and Replace	2	Under DMA285, added PCK application to list of forms that include assignment of TPR rights.
2308	Remove and Replace	1	Removed “may be excluded” from 1 st paragraph under Basic Considerations.
2339	Remove and Replace	1,3,5-7	DRA Annuity policy updated to say that an annuity does not have to be part of a legitimate retirement plan and if all other criteria are met then income is

			counted.
2342	Remove and Replace	7-8	Page 7- reworded last sentence. Page 8- in 2 nd note deleted “that results in non-payment of the PL or ineligibility”.
2348	Add		New section on Long-Term Care Partnership policies
2558	Remove and Replace	2	In 2 nd paragraph, changed 12 days to 14 days.
2578	Remove and Replace	1-2	Page 1- 4 th paragraph, deleted “more than LA-D FBR in monthly income” and added “SSI” and any other income”. Page 2-added NOTE
2706	Remove and Replace	1	Added reference to Chafee option needing an annual review. Added TPR to list of things that must be addressed at review.
2818	Add		New section on Chafee Independence Medicaid
2852	Remove and Replace	2	Referenced COBRA reciprocity for providing Medicaid to IV-E and State AA children from other states.
2870	Remove and Replace	1	Added reference to Chafee option needing an annual review.
2901	Remove and Replace	3	Updated contact numbers for local Area Agencies on Aging.
2903	Remove and Replace	3	Updated website and procedures for applying for assistance.
2907	Add		New section on the Champions for Children program
2910	Remove and Replace	2	Update OCSS contact number and web address.
2980	Remove and Replace		Update all form numbers for Motor Voter forms
Appendix D	Remove and Replace	19-20	Instructions added to document Chafee information on the FCAR screen.
Appendix F	Remove and Replace		Remove Form 28. Add new 130SP, 809SP, G-845S, revised form 94, 222, 327, 700, 700SP and 981.
Appendix G	Insert in front of MT31 Cover Letter		Adds Cover Letter for MT32
Appendix I	Remove and Replace	1,3,8,11,21,36	Page 1, changed name to “how to enter burial assets (excluded and countable)” Page 3- changed directions on how to enter burial assets to align with directions on Burial Exclusion form. Page 8- updated step 6 of “use ISM1 screen”. Page 11-step 5 under approving an a/r for EMA, deleted “indicate the a/r is not a citizen” and added “enter ‘U’ for citizenship”. Page 21- step 8 at top of page deleted “the case should trickle to L02 hospital for the month after the month of hospital admission forward” and added “go to STAT and manually change L01 to L02”.

			Page 36- Added instructions for processing overdue ABD and AMN reviews.
Appendix J	Remove and Replace	8	Added instructions for processing overdue FM reviews.
Appendix M	Remove and Replace	1	Added statement that it is acceptable to screen print databroker public record information
Chapter 2300 TOC	Remove and Replace		Updated TOC for Section 2300
Chapter 2800 TOC	Remove and Replace		Updated TOC for Section 2800
Chapter 2900 TOC	Remove and Replace		Updated TOC for Section 2900
Main TOC	Remove and Replace		Updated Main TOC with new sections

Pen and Ink Changes:

Update the Record of Receipt of Manual Transmittals for ESS Policy Manual Volume 2, Medicaid.

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