

2853 – FOSTER CARE CMO PROCEDURES

POLICY STATEMENT	A child in placement qualifies for enrollment in a fee-for-services program and exemption from a care management organization (CMO).
BASIC CONSIDERATIONS	<p>The Medicaid program provides funds to the state for the costs of providing medical services to Medicaid eligible recipients. County DFCS should utilize these funds for services to children in placement in order to conserve state funds for those children who have been determined Medicaid ineligible.</p> <p>Social Services Case Managers (SSCM) should screen GAMMIS to ensure a child is Medicaid eligible and whether enrolled in a CMO prior to any non-emergency medical services being obtained. This will help avoid potential billing issues and use of county funds for otherwise Medicaid covered services.</p> <p>County DFCS should make certain that all providers used for services to children in care are active Health Check providers.</p>
PROCEDURES	<p>Reference the Georgia SHINES user manual for system processing procedures at https://shines.dhr.state.ga.us/OLH/UserManual.</p> <p>The following steps provide the procedures for required CMO notification and an overview of de-linking from CMO enrollment for a child physically removed from the home.</p> <p>Step 1 Once a child is taken into custody, the county DFCS office is responsible for screening the child on GAMMIS for CMO enrollment and Medicaid eligibility. The specific CMO, contact number and child's Medicaid number will be provided to the SSCM, the Social Services Supervisor or designated staff person notifying a CMO of a child's entry into foster care.</p> <p>Step 2 If the child is enrolled in a CMO, within twenty-four (24) business hours of entering care, the SSCM, the Social Services Supervisor or designated staff person shall contact the appropriate CMO and inform them of the child's foster care status and Medicaid number.</p> <p>Step 3 The SSCM, the Social Services Supervisor or designated staff shall obtain the contact name, telephone number and fax number for the CMO representative assigned to manage the child's health care services.</p> <p>Step 4 The SSCM or designated staff person shall provide the CMO case manager with the following:</p> <ul style="list-style-type: none"> • The child's first name, middle initial and last name. • The child's date of birth

PROCEDURES
(cont.)

- The child's address
 - The child's legal county of residence
 - The date the child entered foster care
 - If applicable, the date the child received emergency medical services
 - If applicable, the name of the hospital, treatment facility, physician, etc. that provided the emergency medical services.
- Step 5** After contact with the CMO, the SSCM or designated staff person shall fax or email Form 5459, Release of Information, to the CMO representative assigned to manage the child's health care services. Maintain record of CMO contact staff, telephone number, date and time of initial contact for verification. The release of information will provide authorization for the approved Comprehensive Child and Family Assessment (CCFA)/Wrap-Around (WA) provider to coordinate the child's Health Check appointment and psychological assessment with the CMO. A copy of the release of information should also be faxed to the provider responsible for completing the CCFA.
- Step 6** The SSCM ensures that the placement provider receives the name of the CMO and all contact information in the event that the child requires non-emergency medical treatment. **All routine medical treatment for the child must be authorized by the CMO until the child is moved from CMO enrollment to the fee-for-services program.**
- Step 7** The SSCM will complete the IV-E and Medicaid applications in SHINES and Save and Submit to RevMax as soon as possible but no later than five working days of a child's removal whether or not the child is Medicaid eligible.
- Step 8** For children active on SUCCESS, Revenue Maximization will:
- Close the child/case for the ongoing month and register a new Medicaid case, coding the child's living arrangement as FC. This will generate the interface update to Dept. of Community Health. If the living arrangement FC code is on the member's file prior to the 23rd of each month, the current CMO enrollment will close effective the first day of the following month and the child will move to fee-for-services program . If the living arrangement FC code is not on the member's file prior to the 23rd of each month, the CMO enrollment closure will not be effective for an additional month. **(Example:** Child enters care October 21st; RevMax processes application October 24th; CMO enrollment for this child will end effective November 30th and fee-for-service (FFS) will begin December 1st.)
 - RevMax will make the funding determination from IV-E, IV-

**PROCEDURES
(cont.)**

Step 9

B or SSI and process in SHINES.

For children not active on SUCCESS, Revenue Maximization will:

- Make the appropriate Medicaid COA determination.
- Complete the Medicaid application through the SUCCESS process.
- Send a temporary Medicaid card, if approved.
- The child will not be enrolled in a CMO but will be in fee-for-services program from initial determination. (Please ensure that the child is registered with the correct Foster Care class of assistance and living arrangement code (FC) in SUCCESS or the child could be enrolled in a CMO.)
- Complete the funding determination through SHINES when all required criteria have been met.

If a child does not meet Medicaid eligibility, the SSCM will complete a PeachCare for Kids™ application online at

<https://www.peachcare.org>. Reference Medicaid policy [2194 – PeachCare for Kids](#) for online application instructions for foster children. PeachCare for Kids™ will waive the monthly premium for children in placement. (Please ensure that the living arrangement is correctly listed as foster care or the child will be enrolled in a CMO.)

For an SSI Child entering care, RevMax will open a Medicaid case on SUCCESS coding the child's living arrangement as FC. SSI recipients are exempt from CMO enrollment.

Enter all standard SUCCESS and SHINES documentation. Reference Appendix D – Documentation Standards for SUCCESS. The SUCCESS interface with Social Security Administration will automatically terminate the CWFC (F40) and RSM (F22) SSI foster child in SUCCESS.

**Child(ren) Leaving DFCS
Custody**

Once a child leaves DFCS custody, the following steps must be taken:

- the SSCM must notify the RevMax RMS through a SHINES Notice of Change (NOC)
- the SSCM enters the new placement and address of the child in SHINES
- RevMax completes a continuing Medicaid eligibility determination for non-SSI children using the new information and changing the child's living arrangement to "AH" in SUCCESS.

If the CMD is completed prior to the 23rd of the month, the child will be enrolled in a CMO for the following month. If not, the child will be fee-for-service for the following month and enrolled in a CMO the month after. In either case, there should be no break in Medicaid services.

The child's case is not closed but transferred in SUCCESS to the

county of residence.

NOTE: If the child is aging out of care, the RevMax worker must CMD to Chafee Medicaid.