County Medical Services Program Guide (CMSPG) Letter #7

July 13, 2012

Subject	CMS IT SYSTEM INTERFACE WITH CALWIN FOR MEDI-CAL APPLICATIONS
Effective Date	Upon receipt
Reference	County Policy
Purpose	To inform staff of the ability to initiate Medi-Cal applications in CalWIN using the CMS IT system.
Background	Recently the CMS IT system had been updated to communicate with CalWIN to process Citizenship Only Verification (COV) and add applicant's demographics to the Medi-Cal Eligibility Data System (MEDS).
Change	The CMS IT system can now submit an External Referral Application to CalWIN to initiate a Medi-Cal Application. The External Referral Application will prepopulate the applicant's demographic information, reducing CalWIN data entry for staff. This supports the County's "Live Well, San Diego!" initiative, expediting access to health coverage.
Required Action	The worker must process the applications by following the steps listed in CMSPG 09.01.03.
Automation Impact	How To #429 has be created to give instructions on registering a Medi-Cal application referral from AuthMed to CalWIN.
CMS IT System	The CMS IT system has been recently updated to communicate demographic information to CalWIN to start a Medi-Cal application.
Forms Impact	None

ACCESS Impact

None

Summary of Changes

The chart below shows the changes made to the CMSPG.

Section	Changes
Article 09.01.03	Added CalWIN Interface for Medi-Cal applications

Quality Assurance Impact

Effective with the August 2012 review month, Quality Assurance will cite with the appropriate error any case that does not comply with the requirements outlined in this letter.

Approval for Release

Electronic approval received from Dale Fleming

SB

Article 9 Section 01 CMS Information Technology (IT) System

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09.01.03 CalWIN Interface

09.01.03A General

The CMS IT system can communicate with CalWIN to:

- Send a Medi-Cal application referral to CalWIN via the External Referral Data window to initiate Medi-Cal application (Refer to "How to #429),
- Send a Citizenship Only Verification (COV) application referral to CalWIN via the External Referral Data window to Initiate citizenship verification through a MEDS SSA match, and
- Add the applicant's demographics to MEDS.

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09.01.03B Applications Referred to CalWIN

The worker must identify which type of application is to be referred to CalWIN.

If the application is for …	Then follow the steps below selecting the …

Medi-Cal	Medi-Cal Application button in step 2.
COV and no citizenship or identity codes are present on MEDS	Citizenship Verification button in step 2.

Step	Action
1	Select the "*CalWIN Interface*" button in the CMS IT system on the main status screen.
2	Select "Create" and confirm that you wish to create the request.
3	To register the: Medi-Cal application in CalWIN (Refer to "How To # 429), CMS IT system process complete, skip step 4. Citizenship Only Verification (COV) application in CalWIN. (Refer to "How To #428")
4	<table><tr><th>If Citizenship is …</th><th colspan="2">Then…</th></tr><tr><td>verified</td><td colspan="2">Input the verification type on the document source screen in the CMS IT system.</td></tr><tr><td>not verified</td><td colspan="2">Request verification documents and cancel COV application in CalWIN.</td></tr></table>

The worker can view CalWIN or MEDS for the response within five to seven business days.

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09.01.03C Citizenship Codes Available in MEDS

When viewing MEDS and citizenship/identity codes are verified, process case using codes. Refer to 05.03 for appropriate codes.

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