

Medi-Cal Program Guide Letter 672

February 27, 2009

Subject 2009 FEDERAL POVERTY LEVELS (FPL)

Effective Date January 1st, 2009

Reference ACWDL 09-06, 09-08, and e-mail clarification from DHCS regarding a correction to ACWDL 09-08.

Purpose To inform staff of the following:

- Increases to the FPLs and the Sneed v. Kizer prorated FPLs for Section 1931(b).
- Revised income disregard for couples in the A & D FPL Program.
- A Cost of Living Adjustment (COLA) Mass Update (MU) run is tentatively scheduled for **March 07, 2009** to apply the Social Security Administration (SSA) COLA increases that were previously disregarded until the new FPLs are released.
- Instructions for processing cases which were not processed successfully during the COLA MU.
- Instructions for processing NOAs generated from the COLA MU.

Background Every year, the SSA Title II COLA for all FPL based programs is disregarded until the new FPLs become effective on April 1st. The FPL based programs include:

- 100% FPL for children ages 6 to 19
- 133% FPL for children ages 1 to 5
- 200% FPL for pregnant women and children under 1
- Aged and Disabled (A & D) FPL
- Medicare Savings Programs (MSP) (i.e. Qualified Medicare Beneficiary (QMB), Specified Low Income Beneficiary (SLMB), and Qualified Individual 1 (QI-1))
- Section 1931(b) Applicant or Recipient Budget Method B
- 250% Working Disabled

The Sneed v. Kizer prorated FPLs for Section 1931(b) are derived from the annual FPL figures.

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Summary of Changes

For most individuals whose eligibility is determined based on the FPL, the following adjustments are effective April 1, 2009:

- FPLs increased
- Sneeve v. Kizer prorated FPLs increased

Exceptions:

- For QMB, SLMB, or QI-1 applicants and recipients **without** SSA Title II income, the FPLs increased shall be effective January 1, 2009.
- For QMB, SLMB, or QI-1 applicants and recipients **with** SSA Title II income, the FPLs increased shall be effective March 1, 2009.

The revised income disregard for couples in the A & D FPL Program is \$364.

Notices of Action (NOA)

The COLA MU scheduled for March 07, 2009 will produce a large volume of NOAs. Consistent with previous COLAs, Program will continue to seek FRC input on how to best address the generated NOAs following the COLA MU. Dependent on FRC recommendations:

- NOAs determined as inappropriate will be deleted from the print queue.
- NOAs which require not additional action by the worker will be mailed automatically.
- NOAs requiring a worker to review will be set to stay in On-line status.

A list of cases identifying NOAs placed in On-line status will be distributed to FRCs on **03/10/09** (*Note: Date dictated by the CalWIN Project & may be subject to change*).

Workers must review their Print Queue before the March 2009 NOA deadline in order to verify that the information is correct before issuing the NOA to the beneficiary. Priority shall be given to those cases which are negatively affected as these must be sent out by the March NOA deadline to meet the 10-day requirement. The worker must review and determine:

If the NOA is...	Then the worker must...
Correct	Set Print Mode to either "Immediate" or "Batch."
Inappropriate	Delete the NOA.
Incorrect	Make the appropriate corrections by using the "Manual Variables" button and enter the correct information.

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Exception Lists

Cases that did not process successfully during the COLA MU will be identified on the Exception Lists, which will be distributed to FRCs following the COLA MU. A case may exception out during the COLA Mass Update run due to four primary Error Types (i.e. EDBC Error, Authorization Error, Pre-EDBC Exceptions and Pre-Authorization Exceptions). Descriptions and possible reasons for the errors and instructions for processing cases appearing on the Exception Lists are attached to this Letter (Attachment A). Workers are required to review each case on the Exception List and take appropriate action to resolve the error.

Required Action

Workers are required to:

- Ensure that effective April 1, 2009, the new FPL figures provided in MPG Article 11, Appendices A and B are used when determining eligibility for Medi-Cal programs that utilize FPL income levels (such as 100%, 133%, 200%, A & D FPL, etc.).
 - Apply the new FPL figures effective January 1, 2009 for QMB, SLMB, or QI-1 applicants and recipients **without** SSA Title II income.
 - Use the new FPL figures effective March 1, 2009 for QMB, SLMB, or QI-1 applicants and recipients **with** SSA Title II income.
 - Review and process any NOAs generated from the COLA MU remaining in On-line status.
 - Review each case on the Exception List and take appropriate action to resolve the error.
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QMB, SLMB, and QI-1 Listings

Since the effective date for the FPL increases for QMB, SLMB, QI-1 applicants and recipients is dependent on whether the case consists of SSA Title II income, certain QMB/SLMB/QI-1 cases must be reviewed to determine if the income is below the new standard and eligibility re-established, if otherwise eligible. Listings of cases needing review will be generated by the CalWIN Project and forwarded to FRCs as they become available.

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QMB, SLMB, and QI-1 Listings (continue)

Upon receipt of the list, the worker must to take the following actions:

- For QMB, SLMB, or QI-1 cases **without** SSA Title II income that were denied/discontinued between (01/01/09 – 03/31/09) due to excess income, the worker must review the case to determine if eligibility exists for January 2009 and on-going. The worker must re-run EDBC and indicate “Y” on Capture Discrepancy window for January 2009 through March 2009.
 - For QMB, SLMB, or QI-1 cases **with** SSA Title II income that were denied/discontinued between (03/01/09 – 03/31/09) due to excess income, the worker must review the case to determine if eligibility exists for March 2009 and on-going. The worker must re-run EDBC and indicate “Y” on Capture Discrepancy window for March 2009.
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Automation Impact

The Mass Update is scheduled to run the weekend of 3/7/09 – 3/8/09. CalWIN will not be available the entire weekend.

The following CalWIN Reference Tables (RTs) have been updated to reflect the increases in the FPLs, the Sneed vs. Kizer prorated FPLs for Section 1931(b) and the A&D FPL Couple Disregard amount.

RT Name	Description
RT_DED_TYPE	Deduction Type for update of the A&D FPL Couple Disregard
RT_SNEEDE_MAINT_NEED	Sneed Maintenance Need for update of the 1931(b) Applicant Sneed income limits
RT_FPL	FPL Limit for update of all FPL amounts related to Medi-Cal

Forms Impact None.

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Quality Assurance Impact

Effective with April 2009 sample month, Quality Assurance will cite with the appropriate error any case which does not follow the requirements of this letter.

Summary of Change

Updates to the MPG are as follows.

Section	Summary of Change
Article 11 Section 1 Appendix A & B	Updates to FPLs, Sneed prorated FPLs, and A & D Couple Disregard.

Attachments

The following attachment is included with this Letter:

- Attachment A – Descriptions and Instructions for Processing Exception Lists.
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Manager Approval



Jaye Yoshonis, Assistant Deputy Director
Self-Sufficiency Programs
Strategic Planning and Operational Support

KT

Cost of Living Adjust (COLA) Error Exception List Instructions

Cases that were not processed successfully during the COLA Mass Update, will be identified on the Exception Lists. A case may exception out during the COLA Mass Update due to four primary Error Types (EDBC Error, Authorization Error, Pre-EDBC Exception and Pre-Authorization Exception). Below are the descriptions for the various reasons for the error types and required actions to resolve the error.

1. ERROR ENCOUNTERED IN AUTHORIZATION PROCESS

After EDBC was run, a program in the case encountered an error during the Batch Authorization process.

If your program is...	Then...
Authorized	No further action is required
Not Authorized	<ul style="list-style-type: none"> • Trouble shoot case • Take action to authorize case • Review any NOAs produced

2. ERROR ENCOUNTERED IN EDBC PROCESS

The case could not run EDBC during the COLA Mass Update and reason for these errors vary.

Step	Action
1	Re-run EDBC
2	Trouble shoot case if error message is received
3	Take action to authorize case
4	Review any NOAs produced

3. PRE AUTHORIZATION EXCEPTION - Benefit Split needs to be performed by worker

A condition exists in the case that may require an alternate payee, i.e. sanctioned parent, etc. CalWIN will not allow **batch** authorization unless another payee has been entered.

Step	Action
1	Click "OK" when the pop-up message that "A Benefit split must be performed" appears during the authorization process.
2	Open the detail screen and view the split screen then close that screen.
3	Continue on-line authorization of appropriate supplements.

4. PRE AUTHORIZATION EXCEPTION - Case Eligibility Status is in Pending Mode

Cases in pending status will not be automatically authorized as all initial authorizations must be made online.

Step	Action
1	Review results in Wrap Up
2	Authorize appropriate benefit(s) on-line

- 5. PRE AUTHORIZATION EXCEPTION - Case Results were previously Overridden**
EDBC was run in the COLA Mass Update but since the case was overridden in the past, the authorization status has reverted to "pending."

Step	Action
1	Review results in Wrap up to determine if they are programmatically correct or if an override is needed.
2	If an override is needed, contact the CalWIN Operational Support Help Desk
3	If an override is not required, take action to authorize case.
4	Review any NOAs produced

- 6. PRE AUTHORIZATION EXCEPTION - Case has Failed for Future Month**
Cases in this category were not shown as eligible for a benefit in 01/08 in CalWIN.

Step	Action
1	Troubleshoot as needed.
2	Re-run EDBC for January 2008 on-line
3	Take action to authorize case
4	Review any NOAs produced

- 7. PRE AUTHORIZATION EXCEPTION - Case runs for more than three retro (prior) months**
EDBC was run in the COLA Mass Update and the program has been in pending status for more than 3 months.

Step	Action
1	Re-run EDBC for January 2008 on-line
2	Review the results in Wrap Up for each pending month. Troubleshoot as needed.
3	If results are correct, authorize your program and review any NOAs produced.
4	If results are incorrect and require override, contact the CalWIN Operational Support Help Desk

- 8. PRE AUTHORIZATION EXCEPTION - Converted case has not been authorized online**
One or more programs were pending when the case converted to CAIWIN and are still in pending status.

Step	Action
1	Re-run EDBC. Evaluate discrepancies. At least one program in the case remains discrepant. Note: The following may be reasons the case did not authorize: <ul style="list-style-type: none"> • Cases need to be reviewed and conversion factors need to be updated • Check application Date
2	Take action to authorize case
3	Review NOAs generated

Originally developed by Solano & Orange County (11/07)

9. PRE AUTHORIZATION EXCEPTION - Intake case currently having pending verification during a COLA

These cases have a verification checklist pending. Review and manual authorization is required.

10. PRE AUTHORIZATION EXCEPTION - On-going case currently having pending Verification during a COLA

These cases have a verification checklist pending. Review and manual authorization is required.

11. PRE AUTHORIZATION EXCEPTION - Program in intake mode, cannot authorized in batch

Step	Action
1	Resolve the pending status
2	Run EDBC
3	Authorize appropriate benefit(s) on-line

12. PRE AUTHORIZATION EXCEPTION - Case has new Overpayment

On a Medi-Cal/Food Stamps combo cases, the Food Stamps over-issuance claim must be processed before the MC program can be authorized.

13. PRE AUTHORIZATION EXCEPTION - User Requested/System determined program to pend

A batch authorization exception special indicator exists on a program in the case. Cases must be authorized online.

14. PRE EDBC EXCEPTION: - Case is in RRR Mode

Step	Action
1	Complete the RRR
2	Run EDBC
3	Authorize appropriate benefit(s) on-line