

DEPARTMENT OF WORKFORCE
DEVELOPMENT
Secretary Roberta Gassman
201 East Washington Avenue
P.O. Box 7946
Madison, WI 53707-7946
Telephone: (608) 266-7552
FAX: (608) 266-1784
www.dwd.state.wi.us



State of Wisconsin
Governor Jim Doyle

DEPARTMENT OF HEALTH AND
FAMILY SERVICES
Secretary Kevin R. Hayden
1 West Wilson Street
P.O. Box 7850
Madison, WI 53707-7850
Telephone: (608) 266-9622
FAX: (608) 266-7882
www.dhfs.wisconsin.gov

TO: **Income Maintenance Supervisors**
Income Maintenance Lead Workers
Income Maintenance Staff
W-2 Agencies
Workforce Development Boards
Job Center Leads and Managers
Training Staff
Child Care Coordinators

FROM: Amy Mendel-Clemens
Technical Assistance, Training & Education
Section
Bureau of Eligibility Management
Division of Health Care Financing

BEM/DWS OPERATIONS MEMO					
No:	07-59				
DATE:	10/15/2007				
FS	<input type="checkbox"/>	MA	<input checked="" type="checkbox"/>	SC	<input type="checkbox"/>
CTS	<input type="checkbox"/>	CC	<input type="checkbox"/>	W-2	<input type="checkbox"/>
FSET	<input type="checkbox"/>	EA	<input type="checkbox"/>	CF	<input type="checkbox"/>
JAL	<input type="checkbox"/>	JC	<input type="checkbox"/>	RAP	<input type="checkbox"/>
WIA	<input type="checkbox"/>	Other	EP	<input type="checkbox"/>	★
PRIORITY: HIGH					

SUBJECT: Medicaid Eligibility Determinations for Children's Long Term Support Waiver Requests

CROSS REFERENCE: MEH 5.9.1

EFFECTIVE DATE: Immediately

PURPOSE

This memo is being issued to explain the Department's expectations for processing an application for Children's Long Term Support (CLTS) waivers when waiver funding for the child is not currently available.

BACKGROUND

The Bureau of Eligibility Management (BEM) has been advised by several local agencies that Income Maintenance (IM) workers are getting referrals from care managers to process Medicaid (MA) eligibility applications for children who are being considered for one of the Children's Long Term Support (CLTS) waiver programs even though waivers funding is not currently available, and may not be available in the immediate future. The request by the Care Managers is appropriate per the Department's procedures for the Medicaid Home and Community-Based Services Waivers.

POLICY

IM workers who receive MA applications for one of the CLTS waiver programs should process those applications in the normal manner:

1. Determine MA eligibility using community waiver methodology,
2. Assist in the completion of the Medical Assistance Disability Application (MADA) and
3. Forward the MADA to the Disability Determination Bureau (DDB).

If DDB determines that the child is disabled and waiver funding is available, the MA application should be approved and confirmed in CARES. If waiver funding is not currently available, then the child is not eligible for MA as a result of CLTS Waiver eligibility.

The IM worker should determine if the child is eligible with his/her family for regular MA. If the child and/or family do not meet any other MA eligibility requirements, then the application for CLTS should be denied and confirmed in CARES accordingly.

NOTE ➤ Do not keep the CLTS waivers case in pending status in CARES until funding becomes available.

The County care manager will follow up with the child's family to determine if Katie Beckett MA eligibility is appropriate for the child while the child waits for funding to become available for MA Waiver services.

CONTACTS

BEM CARES Information & Problem Resolution Center

★Program Categories – FS – FoodShare, MA – Medicaid, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – Food Stamp Employment and Training, CF – Children First, EA – Emergency Assistance, JAL – Job Access Loan, JC - Job Center Programs, RAP – Refugee Assistance Program, WIA – Workforce Investment Act, Other EP – Other Employment Programs.

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