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**State of Wisconsin
Governor Scott Walker**

**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: Rich Albertoni, Bureau Director
Bureau of Enrollment Policy & Systems
Division of Health Care Access and Accountability**

BEPS/DFS OPERATIONS MEMO					
No: 11-48					
DATE: 08/22/2011					
FS	<input checked="" type="checkbox"/>	MA	<input type="checkbox"/>	BC+	<input type="checkbox"/>
SC	<input type="checkbox"/>	CTS	<input type="checkbox"/>	FSET	<input type="checkbox"/>
BC+ Basic	<input type="checkbox"/>	BC+ CORE	<input type="checkbox"/>		
CC	<input type="checkbox"/>	W-2	<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	<input type="checkbox"/> *
				EP	

SUBJECT: Elimination of EBD FoodShare Cases from Administrative Renewal

CROSS REFERENCE: [Ops Memo 11-21](#); [FSHB 2.2](#)

EFFECTIVE DATE: This change is effective with the September 2011 renewals.

PURPOSE:

The purpose of this memorandum is to announce a change to the Administrative Renewal Selection Criteria process to eliminate FoodShare (FS) cases from the process.

BACKGROUND:

The Administrative Renewal is an automated renewal process of Medicaid, BadgerCare Plus, or FS for Elderly, Blind or Disabled (EBD) households for cases that meet high level selection criteria. FNS has determined that the EBD FoodShare households should not be selected as part of the Administrative Renewal Process.

CURRENT POLICY:

EBD FoodShare cases with no earned income and countable income at or below 200% of the Federal Poverty Limit (FPL) are selected to go through the Administrative Renewal Process as long as the case also meets the criteria outlined in Ops Memo 11-21.

POLICY CHANGE:

Beginning with September 2011 renewals, EBD FS cases will be removed from the list of cases selected for the Administrative Renewal process. These cases must complete a regular annual renewal.

CARES:

CARES changes have been made to remove the EBD FS cases from the selection criteria for Administrative Renewals. This change will be effective for the September, 2011 renewals.

CONTACTS:

BEPS CARES Information & Problem Resolution Center

*Program Categories – FS – FoodShare, MA – Medicaid, BC+ – BadgerCare Plus, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – FoodShare Employment and Training, BC+ Core – BadgerCare Plus Core, 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.

DHS/DHCAA/BEPS/CT