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

<b>BEPS/DFS OPERATIONS MEMO</b>					
<b>No: 12-53</b>					
<b>DATE: 09/27/2012</b>					
<b>FS</b>	<input type="checkbox"/>	<b>MA</b>	<input checked="" type="checkbox"/>	<b>BC+</b>	<input type="checkbox"/>
<b>SC</b>	<input type="checkbox"/>	<b>CTS</b>	<input type="checkbox"/>	<b>FSET</b>	<input type="checkbox"/>
<b>BC+ Basic</b>	<input type="checkbox"/>	<b>BC+ CORE</b>	<input type="checkbox"/>		
<b>CC</b>	<input type="checkbox"/>	<b>W-2</b>	<input type="checkbox"/>	<b>EA</b>	<input type="checkbox"/>
<b>CF</b>	<input type="checkbox"/>	<b>JAL</b>	<input type="checkbox"/>	<b>JC</b>	<input type="checkbox"/>
<b>RAP</b>	<input type="checkbox"/>	<b>WIA</b>	<input type="checkbox"/>	<b>Other</b>	<input type="checkbox"/> *
				<b>EP</b>	

**SUBJECT: Medicaid Asset Verification System**

**CROSS REFERENCE:** PH [50.3](#), MEH [16](#) and [20.3.5](#)

**EFFECTIVE DATE:** October 22, 2012

**PURPOSE:**

The purpose of this Operations Memo is to introduce IntegriMatch, the new Asset Verification System (AVS), for Medicaid eligibility determinations. The IntegriMatch system will be maintained by Health Management Systems (HMS).

IntegriMatch will gather disclosed and undisclosed asset matches for individuals eligible and currently included in the Elderly, Blind or Disabled Medicaid (EBD-MA), Long Term Care (LTC), Managed Long Term Care (MLTC) and Medicare Premium Assistance (MPA) categories. These matches will display to IM Workers within IntegriMatch.

**BACKGROUND:**

Currently liquid assets are verified at application, renewal or when a change is reported using documents provided by members or gathered by the Income Maintenance (IM) worker.

Workers may not become aware of undisclosed assets or changes in assets during the certification period unless the member reports the change or the undisclosed asset.

The federal Supplemental Appropriation Act of 2008, requires states to implement an automated system for verifying assets for elderly, blind or disabled Medicaid applicants and members.

Wisconsin contracted with HMS to provide an Asset Verification System, called IntegriMatch, to meet the federal requirement. IntegriMatch is a stand-alone system that will be accessed independently of CWW.

The Department of Health Services (DHS) worked in cooperation with Financial Institutions in Wisconsin to pass Wisconsin Act 192, in 2011, to include statutory language outlining the requirements for the Financial Institutions and DHS regarding the financial record matching program.

Data Use Agreements were sent to the financial institutions in early September. The data matches begin as soon as the signed agreement is returned

### ***POLICY CHANGE:***

There are no policy changes being implemented with the new system.

### ***INTEGRIMATCH PROCESS:***

A network of up to 400 Financial Institutions (FI's) consisting of banks and credit unions will be set up with IntegriMatch. Each FI will be required to send a quarterly data match containing the balance of all accounts owned or jointly held by an EBD, LTC, MLTC and MPA eligible member as well as any counted or community spouse.

A list was developed, using FI's with a high market share in Wisconsin, as well as all FI's listed on accounts in CARES. Data Use Agreements were sent to all the FI's on the list. The network will continue to increase until there are 400 FI's included.

The FI's will have the choice of when in the quarter the match will be done. For example, ABC bank may choose to complete the match the second week of the third month of the quarter while DEF bank may choose to complete the match the first week of the first month of the quarter. This means matches and asset information will be updated continually throughout each quarter. "Work items" will be generated whenever an asset value is updated through the match and it appears the case is over the asset limit based on that update.

A monthly termination file will be sent from CARES to IntegriMatch to stop the quarterly matches for Medicaid Assistance Groups (AG) closed more than a calendar month.

Because asset information necessary to determine initial eligibility will not be available at application, workers will continue to use current methods to verify assets at application. Once eligibility is confirmed, the case information will be entered into IntegriMatch and the ongoing matching with the FI network begins. Workers will receive an e-mail from IntegriMatch when an undisclosed asset is found, as well as when it appears from the data in IntegriMatch that a member has exceeded the asset limit during the certification period.

IM workers who process EBD, LTC, MLTC or MPA cases will be granted access to IntegriMatch. A list of all workers assigned by their agency to access IntegriMatch will be sent to HMS prior to implementation. Workers will receive their logon information and temporary password. The agency security officer will be responsible for contacting HMS to add new workers and delete workers who no longer need the access

Process Help Chapter 50.3 outlines the security information as well as how to enter and update cases in IntegriMatch, how to find work items and how to close the IntegriMatch case.

### ***BENEFIT RECOVERY:***

A new source code, AVS-Asset Verification System has been added to reference table TSRC to be used when filling out BVRF in the CARES Benefit Recovery System. Workers should enter this source code if the overpayment is a result of information found through IntegriMatch. This new code will allow the department to assess the savings associated with using the new system.

### ***PROCESS:***

#### **EXISTING CASES:**

All EBD, LTC, MLTC and MPA members that are open in CARES prior to September 7, 2012, will be loaded to the IntegriMatch System for implementation. No work items will be set on these cases until after the next renewal is completed. Because the information about the financial institutions was not complete in CWW, we are unable to do a valid comparison of the assets reported through the match and the assets already entered in CWW. At the next renewal the worker must update the asset information in IntegriMatch to include the FI information.

#### **NEW CASES:**

Beginning October 22, 2012, IM workers will be required to enter any newly certified EBD, LTC, MLTC and MPA members into IntegriMatch once eligibility has been determined.

IntegriMatch will use ongoing matches with data that FI's provide each quarter to compare assets entered into the system to any matches found. IntegriMatch will also find any undisclosed assets. An increase in the total countable assets entered that indicate the case may have exceeded the asset limit and undisclosed assets will display as a high priority match case on the worker's IntegriMatch workspace.

Cases confirmed open between September 7, 2012, and October 22, 2012, can be entered into IntegriMatch at the next renewal or reported change.

### ***PROCESS HELP:***

Process Help will be published prior to implementation and will include step-by-step instructions on how to enter individuals, assets and to resolve work items within the IntegriMatch system.

**TRAINING:**

Training on how to use the IntegriMatch system will be available in the DHS Learning Center prior to implementation.

The training will be announced, following the regular communication process for training updates.

**CARES:**

The IntegriMatch System will not send an alert or discrepancy notification to CWW. An e-mail will be sent to workers, when a case seems to have exceeded the asset limit or a possible undisclosed asset is identified. Workers will need to log into IntegriMatch to add any new cases and retrieve their work item notifications.

**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/LA