WISCONSIN DEPARTMENT OF HEALTH SERVICES
Division of Health Care Access and Accountability
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To:	Caretaker Supplement (CTS) Handbook Users
From:	Rebecca McAtee, Director Bureau of Enrollment Policy and Systems
Re:	**Caretaker Supplement (CTS) Release 16-01**
Release Date:	08/09/2016
Effective Date:	08/09/2016

EFFECTIVE DATE

The following policy additions or changes are **effective 08/09/2016**, unless otherwise noted. **Grey highlighted text denotes new text. Text with a strike through it in the old policy section denotes deleted text.**

POLICY UPDATES

4.2 Backdating Eligibility

Under no circumstances may CTS benefits be paid for a month during which the assistance group was not an open case in the CARES system.

In cases not involving retroactive SSI eligibility, such as when someone already receiving SSI opens a FoodShare or Health Care case in CARES, CTS eligibility may not start any earlier than the month of the earliest application/request for CTS.

4.3 Recoupment of Incorrect Benefits

Update from Operations Memo 07-18; effective July 1, 2006.

~~See 5.1 State Statutes and Administrative Code for exact statutory language enabling DHS to recoup CTS and SSI overpayments.~~
Incorrectly paid CTS benefits cannot be recovered for more than 12 months prior to the date of discovery of the incorrect payment. Agencies administering CTS shall ensure that recovery of incorrectly paid CTS benefits extends no more than 12 months back from the date of discovery.

Date of discovery means the actual date, not the month of discovery. Unless the discovery is made on the first of the month, the overpayment amount for the first month will need to be prorated. To prorate the overpayment amount, divide the monthly payment amount by the number of days in that month and round down to the nearest dollar. Then multiply the result by the number of days subject to recovery in that month.

Examples 1-2 are new.

CTS overpayments that occur because the worker cannot give proper (timely) notice and close the case by the end of the current month are also recoverable.

Example 3 is new.

5.4.1 Scenarios

Scenario 5 was updated.