

MANUAL MATERIAL TRANSMITTED					
MANUAL: Income Maintenance			CHANGE NUMBER: 38		
DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
Appendix A	6	8/95	Appendix A	6	7/96
iii	16	4/96	iii	16	7/96
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			Appendix B	16	7/96
DATE: May, 1996			TO: All Income Maintenance Manual Holders		

This change is being made to add the discontinuance of GA for DA to the Manual. References to GA for DA throughout the Manual will be removed at a later time. Appendix B to Chapter 16 was created to add the implementing instructions to the Manual. These instructions were previously released to staff over office automation.

Also, Appendix A of Chapter 6 has been changed. Due to closing of the Appalachian Research and Defense Fund's Williamson office, we added a toll-free number and their Logan office number which Mingo County residents may contact.

Questions should be directed to the IM Policy Unit in the Office of Family Support.

CHAPTER 6, APPENDIX A

WV LEGAL SERVICES/CITY/PHONE NUMBERS

BARBOUR -----	NORTH CENTRAL -	Morgantown -----	296-0001 / 800 794-5455
BERKELEY -----	WVLSL -----	Martinsburg -----	263-8871
BOONE -----	LASC -----	Madison -----	369-4939
BRAXTON -----	WVLSL -----	Charleston -----	342-6814 / 800-642-8279
BROOKE -----	WVLSL -----	Wheeling -----	232-1260
CABELL -----	WVLSL -----	Huntington -----	697-2070
CALHOUN -----	WVLSL -----	Parkersburg -----	485-7522
CLAY -----	LASC -----	Clay -----	587-4668
DODDRIDGE -----	WVLSL -----	Clarksburg -----	623-6649
FAYETTE -----	APPALRED -----	Fayetteville -----	574-2850
GILMER -----	WVLSL -----	Clarksburg -----	623-6649
GRANT -----	WVLSL -----	Martinsburg -----	263-8871
GREENBRIER -----	WVLSL -----	Lewisburg -----	645-3131
HAMPSHIRE -----	WVLSL -----	Martinsburg -----	263-8871
HANCOCK -----	WVLSL -----	Wheeling -----	232-1260
HARDY -----	WVLSL -----	Martinsburg -----	263-8871
HARRISON -----	WVLSL -----	Clarksburg -----	623-6649
JACKSON -----	WVLSL -----	Parkersburg -----	485-7522
JEFFERSON -----	WVLSL -----	Martinsburg -----	263-8871
KANAWHA -----	LASC -----	Charleston -----	343-4481
LEWIS -----	WVLSL -----	Clarksburg -----	623-6649
LINCOLN -----	APPALRED -----	Hamlin -----	824-7634
LOGAN -----	APPALRED -----	Logan -----	752-4178
MARION -----	NORTH CENTRAL -	Morgantown -----	296-0001 / 800-794-5455
MARSHALL -----	WVLSL -----	Wheeling -----	232-1260
MASON -----	WVLSL -----	Huntington -----	697-2070
MERCER -----	APPALRED -----	Princeton -----	487-1463
MINERAL -----	WVLSL -----	Martinsburg -----	263-8871
MINGO -----	APPALRED -----	Logan -----	752-4178 / 800-319-4203
MONONGALIA -----	NORTH CENTRAL -	Morgantown -----	296-0001 / 800-794-5455
MONROE -----	WVLSL -----	Lewisburg -----	645-3131
MORGAN -----	WVLSL -----	Martinsburg -----	263-8871
MCDOWELL -----	APPALRED -----	Welch -----	436-8476
NICHOLAS -----	WVLSL -----	Charleston -----	342-6814 / 800-642-8279
OHIO -----	WVLSL -----	Wheeling -----	232-1260
PENDLETON -----	WVLSL -----	Martinsburg -----	263-8871
PLEASANTS -----	WVLSL -----	Parkersburg -----	485-7522
POCAHONTAS -----	WVLSL -----	Lewisburg -----	645-3131
PRESTON -----	NORTH CENTRAL -	Morgantown -----	296-0001 / 800-794-5455
PUTNAM -----	LASC -----	Winfield -----	586-4239
RALEIGH -----	APPALRED -----	Beckley -----	255-0561
RANDOLPH -----	WVLSL -----	Clarksburg -----	623-6649
RITCHIE -----	WVLSL -----	Parkersburg -----	485-7522
ROANE -----	WVLSL -----	Parkersburg -----	485-7522
SUMMERS -----	WVLSL -----	Lewisburg -----	645-3131
TAYLOR -----	NORTH CENTRAL -	Morgantown -----	296-0001 / 800-794-5455
TUCKER -----	NORTH CENTRAL -	Morgantown -----	296-0001 / 800-794-5455
TYLER -----	WVLSL -----	Parkersburg -----	485-7522
UPSHUR -----	WVLSL -----	Clarksburg -----	623-6649
WAYNE -----	WVLSL -----	Huntington -----	697-2070
WEBSTER -----	WVLSL -----	Charleston -----	342-6814 / 800-642-8279
WETZEL -----	WVLSL -----	Wheeling -----	232-1260
WIRT -----	WVLSL -----	Parkersburg -----	485-7522
WOOD -----	WVLSL -----	Parkersburg -----	485-7522
WYOMING -----	APPALRED -----	Welch -----	436-8476

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Discontinued July 1, 1996

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APPENDIX B

DISCONTINUANCE OF GA FOR DA

(Released via Office Automation to begin discontinuance - May 8, 1996)

The Department is stopping the GA for DA Medicaid coverage group as recommended by the Medicaid Crisis Panel. Medicaid coverage will end on June 30, 1996. Information necessary to accomplish this discontinuance and some background information are found below.

A. LEGAL BASIS FOR DISCONTINUANCE

Until March, 1980, those eligible for GA for DA received a check and medical card. As a cost-saving measure, the Department attempted to stop the Program, but was prevented from doing so by court action. The court did allow the cash payments made to GA for DA recipients to be stopped, but required the Department to continue to provide medical coverage. The Department has continued to provide such coverage as part of its Medicaid Program, but the medical costs have been paid from State funds only.

Recently, the WV Attorney General's office filed a Motion to Dismiss this case (Pearlene Rose v. Ginsberg) due to the fact that there had been no action taken on the case since 1980. A dismissal order was signed on April 22, 1996. As a result of the order, the Department is no longer bound by the preliminary injunction entered in this case and is able to implement this recommendation of the Medicaid Crisis Panel.

The plaintiff has the right to make a motion to reinstate the case, but there are time limitations and good cause must be shown for plaintiff's failure to prosecute the claim from 1980 until the present time.

Even though the GA for DA coverage group is being discontinued, the Department is still obligated to determine eligibility for all other Medicaid coverage groups before medical coverage is stopped.

B. COUNTY OFFICE RESPONSIBILITIES

County offices have the following responsibilities in the process of discontinuing GA for DA:

1. Reevaluate EACH GA for DA case (as found on your last monthly payroll) for eligibility for other Medicaid coverage groups. This must be completed as follows.

- a. Case Has Been Determined In Last 6 Months

When the GA for DA case has had a redetermination completed in the last 6 months, the Worker must review the case record information to determine if the client is eligible for any other full-coverage, non-spenddown coverage group. If so, a case must be opened for the new coverage group and the GA for DA case must be closed ON OR BEFORE MAY 31, 1996. The client must receive uninterrupted benefits.

If the only other coverage group the client is eligible for requires him to meet a spenddown or does not provide full coverage, the Worker MUST NOT STOP THE GA FOR DA COVERAGE PRIOR TO THE AUTOMATIC CLOSURE DESCRIBED IN ITEM C BELOW. Instead, the case is to remain active in the data system and will receive a closure notice from the State Office. However, the Worker must open a case for the coverage group which requires a spenddown or which does not provide full Medicaid coverage, WITH JULY 1, 1996 AS THE BEGINNING DATE OF CONSIDERATION OR COVERAGE. THE CLIENT MUST NOT BE REQUIRED TO VISIT THE OFFICE OR TO COMPLETE AN ES-2.

If the client is not eligible for any other Medicaid coverage group, the Worker is to take no action on the case, except to record that the evaluation was completed, the date completed and the results of the evaluation.

- b. Case Has NOT Been Redetermined in Last 6 Months

When the GA for DA case has not been redetermined in the last 6 months, a full-scale REDETERMINATION MUST BE COMPLETED IMMEDIATELY. Once the redetermination is completed, action is taken as described in item (a) above, depending upon the results of the redetermination. The Worker must complete the full-scale redetermination, make a decision about eligibility for any other coverage groups or continued eligibility for GA for DA and TAKE THE APPROPRIATE ACTION DESCRIBED IN ITEM (a), ON OR BEFORE MAY 31, 1996.

2. Maintain a list of all GA for DA applicants and recipients showing their current status and final disposition. The

list must include the following: name, case number, date redetermination scheduled for (if needed), date redetermination completed (if needed), date of evaluation for all other Medicaid coverage groups, date of transmission of new case (if needed).

These are to be submitted to the IM Policy Unit ONLY UPON REQUEST.

3. Continue to accept applications for GA for DA and to screen all applicants for possible GA for DA eligibility THROUGH JUNE 30, 1996. No one must be denied the right to apply for any of the Department's programs, and GA for DA will be a viable option through the end of June.
4. Respond to all inquiries about discontinuance of GA for DA, except those from attorneys outside the Department. All questions from outside attorneys or those related to the previous lawsuit or a possible future lawsuit are to be referred to the IM Policy Unit.

C. STATE OFFICE RESPONSIBILITIES

The following activities will be accomplished at the State Office:

1. The IM Policy Unit is responsible for notifying MIS of the computer action and printouts necessary to accomplish the discontinuance. In addition, the Policy Unit will prepare the client notification letter which will be automatically mailed to all cases in the C-219 system with an R prefix which remain active on June 3, 1996. You will be notified when the notices are mailed, but mailing labels will be prepared for all cases still active on June 3, 1996. IF THE CASE IS ACTIVE IN THE DATA SYSTEM ON THIS DATE, THE CLIENT WILL BE MAILED A CLOSURE NOTICE. CLOSURE LETTERS WILL NOT BE HELD.
2. The IM Policy Unit will test computer changes necessary to accomplish the discontinuance and will work with MIS to make certain that all GA for DA cases are closed effective 6/96.
3. The IM Policy Unit will distribute copies of the printout showing which cases received closure notices as follows: 2 copies to each county; 1 copy each to Dennis Rhodes, Client Services, Medical Review Team (MRT). In addition, a printout will be produced of all cases automatically closed. The IM Policy Unit will distribute copies of this printout to the same groups.

4. The IM Policy Unit will forward a copy of each client notification letter to the appropriate county so that it may be filed in the client's case record, IF THE COUNTY CHOOSES TO DO SO.
5. The IM Policy Unit will respond to inquiries from county staff and from attorneys about the discontinuance of GA for DA and will notify SSA that an increase in SSI applications may occur and the reason for the increase.
6. MIS will take the necessary data system action to close all cases that are active for GA for DA in the data system. Cases will be closed effective 6/96 and the C-219 system deadline date will be placed in Block 39. The closures will actually occur immediately after the deadline date IN June. Medical expenses incurred on or before June 30, 1996 will be covered.
7. MIS will be responsible for coordinating the stuffing and release of the client notices based on deadlines established by the IM Policy Unit to ensure that each client receives at least 13 days advance notice of the discontinuance.
8. The IM Policy Unit will keep county and state office staff informed about any legal action which might be taken to prevent discontinuance of the Program.
9. MRT will give priority to any GA for DA case submitted for consideration under another coverage group, if MRT approval is required. Such cases must be marked in red with the following statement: GA for DA Priority. DO NOT AUTOMATICALLY SUBMIT ALL GA FOR DA CASES TO MRT FOR REEVALUATION BASED ON THE DISCONTINUANCE OF THE PROGRAM. Refer only those cases that are appropriate referrals. PLEASE REVIEW SECTIONS 12.5, 12.6 AND 12.7 PRIOR TO SUBMITTING CASES FOR A MRT DECISION.

Please contact the IM Policy Unit in OFS if you have any questions regarding these instructions. UNDER NO CIRCUMSTANCES CAN THE PROCESS OF EVALUATING GA FOR DA RECIPIENTS FOR ELIGIBILITY UNDER OTHER COVERAGE GROUPS BE EXTENDED BEYOND MAY 31, 1996. IF YOU ARE UNABLE TO MEET THIS DEADLINE, PLEASE CONTACT THE IM POLICY UNIT PRIOR TO THAT DATE.