

12.10 REFERRAL TO THE MEDICAL REVIEW TEAM (MRT)

A. THE MEDICAL REVIEW TEAM (MRT)

1. MRT Composition

MRT is housed at the State Office in the Division of Family Assistance, and is comprised of the following members:

- MRT Examiner
- Licensed General Practitioners
- Licensed Psychiatrist
- **Clerical Staff**

2. MRT Responsibilities

MRT has the following responsibilities:

- **Evaluate** available medical and social information and **determine** if the individual is medically incapacitated, disabled or blind. To determine disability, MRT uses the Sequential Evaluation process established by SSA for SSI disability determinations.
- **Evaluate** WV WORKS recipients who maintain they are physically/mentally unable to participate in work activities, when the decision cannot be made by the Worker and/or Supervisor.
- **Evaluate applicants for Medicaid Work Incentive (M-WIN) to determine disability or blindness.**
- Notify the Worker of MRT's decision using forms ES-RT-3 **and/or** DFA-RT-3M. **When the client has physical and mental disabilities/incapacities, both the ES-RT-3 and DFA-RT-3M are used.**

B. THE MRT REFERRAL

1. Content And Organization Of Material Submitted

The following items are required to submit a case to MRT, and they must be arranged in the following order:

- **DFA-RT-2**
- **DFA-RT-1**
- Medical reports arranged in order from **most recent to oldest**
- If a case has been referred to MRT before, the old packet of material must be included with the new information, **if available**.
- All information related to one case must be stapled together.

2. Cases Submitted To MRT For **Re-evaluation**

When a case is submitted for **re-evaluation** of disability, incapacity, blindness, JOBS or WV WORKS work requirement exemption **or M-WIN Medically Improved**, the following materials must be included:

- **DFA-RT-2**

If MRT requested the **re-evaluation**, the Worker must check the appropriate column and note the month the **re-evaluation** is due in the comments section.

If the Worker is requesting **re-evaluation**, the comment must explain the reason for the request.
- A current **DFA-RT-1**, Social Summary Outline, **completed in RAPIDS**, if the previous ES-RT-3 **and/or DFA-RT-3M** indicated one would be needed.
- The latest ES-RT-3, and/or **DFA-RT-3M**.
- All material on which the original decision was based.
- The new information requested by MRT for **re-evaluation** purposes.
- Hearing Summary if the MRT decision was reversed by the Hearings Officer on the issue of incapacity, disability, or blindness.

3. Division Of Rehabilitation Services (DRS) Referrals

When an individual is active with DRS, the Worker requests medical reports from DRS. These reports should be included in the material when sent to MRT for evaluation.

4. Fair Hearings

When a Hearings Officer reverses a decision of MRT, it is the responsibility of the Hearing Officer to decide when the case is to be re-evaluated and the information which will be needed. The Worker is to advise MRT using form DFA-RT-2. A copy of the Hearing summary must be included in the material submitted to MRT for the next re-evaluation.

5. Notifying MRT Of Eligibility Related Information

After a case is submitted to MRT, the Worker must notify MRT immediately if the client is found ineligible for any other reason or if SSA makes a disability or blindness determination. MRT must also be notified when a client moves to another county. MRT is notified using form DFA-RT-2.