

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

2. MRT Responsibilities

MRT has the following responsibilities:

- Evaluating available medical and social information and determining 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.
- Evaluating 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.
- Notifying the Worker of MRT's decision using form ES-RT-3, OFS-RT-3M.
- When a client has physical and mental disabilities, both the ES-RT-3 and OFS-RT-3M must be 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:

- ES-RT-2
- ES-RT-1
- Medical reports arranged in order from oldest to latest

- If a case has been referred to MRT before, the old packet of material must be included with the new information.
- All information related to one case must be stapled together.

2. Cases Submitted to MRT for Reevaluation

When a case is submitted for reevaluation of disability, incapacity, blindness, JOBS or WV WORKS work requirement exemption, the following materials must be included:

- ES-RT-2

If MRT requested the reevaluation, the Worker must check the appropriate column and note the month the reevaluation is due in the comments section.

If the Worker is requesting reevaluation, the comment must explain the reason for the request.

- A current ES-RT-1, Social Summary Outline, if the previous ES-RT-3 indicated one would be needed.
- The latest ES-RT-3, and/or OFS-RT-3M.
- All material on which the original decision was based.
- The new information requested by MRT for reevaluation 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 reevaluated and the information which will be needed. The Worker is to advise MRT using form ES-RT-2. A copy of the Hearing summary must be included in the material submitted to MRT for the next reevaluation.

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 ES-RT-2.