

22.3 SPECIAL PROCEDURES

A. CONDITIONS WHICH MUST BE MET TO ACCOMPLISH BUY-IN

In order for the Department to buy-in for an individual, the following conditions must be met:

- He must be eligible and enrolled for Medicare; and
- He must have an active case in the C-219 System or the M-219 System. **EXCEPTION:** QDWI Recipients.
- His name, birthdate, sex and claim number (CAN) must match those shown on the Master Beneficiary Records, received by the Buy-In Unit.

B. THE BUY-IN PROCESS FOR SSI RECIPIENTS

The Worker has no responsibility other than taking action as requested by the Medicare Buy-In Unit.

1. Accretions by SSA

SSA is responsible for enrolling and accreting SSI recipients who qualify for Medicare.

Information about such SSI recipients is furnished to the Department on a monthly Master Buy-In computer tape from HCFA. The Buy-In Unit is provided with information from these tapes in the form of computer printouts and microfiche.

2. C-219 System Coding

When the Department is buying-in for a Medicaid recipient, the buy-in transaction coded in the data system, when matching the Master Buy-In tape, automatically enters Block 62. See Chapter 23.

An M is entered in the TPL field of Block 11 or 12 by the Buy-In Unit or the Third-Party Liability (TPL) Unit in OMS.

3. Deletions From Buy-In

Buy-in for an individual is terminated under any of the following circumstances:

- He dies.
- He becomes ineligible for SSI for some reason

other than the increase in his RSDI benefits due to the annual COLA.

- He loses entitlement to Medicare due to the loss of disability.
- He becomes a resident of another state.

If an individual is deleted for one of these reasons, and the Worker fails to close his SSI Medicaid case, this is called to the Worker's attention on the Need to Evaluate or a Non-Matched printouts.

C. THE BUY-IN PROCESS FOR AFDC/U RECIPIENTS

1. Buy-In Unit's Responsibility

The Department buys-in for AFDC/U recipients, only if they are age 65 or over.

Ordinarily, when an AFDC/U recipient reaches age 65, he applies for and becomes eligible for SSI. Enrollment in Medicare and the buy-in initiation becomes SSA's responsibility.

2. Worker's Responsibility

a. Initial Responsibility

The Worker is responsible for identifying AFDC/U recipients whose 65th birthday is approaching and for explaining the Potential Resources policy, as it applies to SSI and Medicare.

b. Ongoing Responsibility

Once the AFDC/U recipient has been accreted to buy-in, the Worker's responsibility for the buy-in aspect of his case is limited to taking action requested by the Buy-In Unit.

D. THE BUY-IN PROCESS FOR ALL OTHER MEDICAID COVERAGE GROUPS

The Department pays the Medicare premiums for those persons specified in Section 22.2.

See Chapter 16 for specific information about these coverage groups.

1. Buy-In Unit's Responsibility

It is the responsibility of the Buy-In Unit to accrete eligible individuals to the Buy-In Master List Tape and to delete from the list any ineligible individuals.

2. Worker's Responsibility

It is the responsibility of the Worker to:

- Identify individuals eligible for Medicare and verify enrollment.
- Correctly code the CAN in the medical blocks of the data systems.
- Notify the Buy-In Unit of any change in a case which affects the client's buy-in status.

E. THE BUY-IN UNIT'S RESPONSIBILITIES FOR SSI PASS-THROUGH MEDICAID

When an individual becomes ineligible for SSI because of the annual RSDI COLA, he remains eligible for Medicaid, and the control of the Buy-In aspect of the case is returned to the State. Thus the Buy-In Unit is responsible for all deletions and for any accretions which might be in order after the recipient's status changes from SSI Medicaid to SSI Pass-Through Medicaid.

1. Individual Becomes Eligible for SSI Again

If the individual becomes eligible for SSI again, the Buy-In Unit removes the Pass-Through Medicaid indicator from Block 72. This restores the individual to his status as an SSI Medicaid recipient.

2. Corrections Are Needed In The Data System

The Worker is responsible for entering the correct data in the data systems. When the Worker has not correctly entered the CAN, the name, birthdate, sex, or SSN, the Buy-In Unit makes the corrections.

3. Category Transfer from D to A

If the Worker does not assign the correct case prefix or does not transfer the case when the client reaches age 65, the Buy-In Unit transfers the category and makes the corrections in the case.