1.10 POVERTY-LEVEL PREGNANT WOMEN

All application procedures found in Section 1.9, Qualified Children, apply to Poverty-Level pregnant women with the following exceptions:

A.   APPLICATION FORMS

The WV-KIDS-1 is used for applications. This may be mailed to the applicant.

Applicants may also submit an application online by inROADS.

A DFA-2 is used when an application is made for another Program at the same time.

B.   COMPLETE APPLICATION

Whether the WV-KIDS-1 is mailed or completed in the office, it is complete when a completed and signed WV-KIDS-1 and all verification required to process the application are received in the office.

When form DFA-2 is used, the application is complete when a completed and signed DFA-2 and all verification required to process the pregnant woman's Medicaid application are received.

An inROADS application is complete when the application is electronically signed by the applicant or the signed signature page is received.

When an application is received **through inROADS from** a Community Partner with an E-Signature, the signature and identity is considered verified. The application is considered complete when all verification is received, in addition to the E-signed application.

C.   DATE OF APPLICATION

The date of application is the date the applicant submits a DFA-2, in person, by fax or other electronic transmission or by mail, which contains, at a minimum, his name and address and signature. When the application is submitted by mail or fax, the date of application is the date that the form with the name, address and signature is received in the local office.

NOTE: When a faxed copy or other electronic transmission of an application is received that contains a minimum of the applicant's name, address and signature, it is considered an original application and no additional signature is required.

NOTE: When the applicant has completed the interactive interview, and there is a technical failure that prevents the printing of the DFA-2, Form DFA-5 must be signed by the applicant, attached and filed in the case record with the subsequently printed DFA-2. The DFA-RR-1 must also be completed and signed. He must not be required to return to the office to sign the DFA-2 when the DFA-5 has been signed.

D.   WHO MUST BE INTERVIEWED AND SIGN THE APPLICATION

No interview is required. However, when an interview is conducted, the following persons are interviewed. These individuals must sign the application depending on the age and living situation of the pregnant woman. See Section 1.2 for inROADS applications submitted by a Community Partner with an E-signature.

1.   Poverty-Level Pregnant Woman, Age 18 And Over

The pregnant woman only is required to sign the WV-KIDS-1, the DFA-2, or the inROADS **application with an electronic signature or** signature page.

2.   Poverty-Level Pregnant Woman Under Age 18 And Living At Home With A Parent(s)

At least one parent of the minor pregnant woman and the minor pregnant woman must sign the WV-KIDS-1, the DFA-2 or the inROADS **application with electronic signature or** signature page.

3.   Poverty-Level Pregnant Woman Under Age 18 And Not Living At Home With A Parent(s)

The pregnant woman only is required to sign the WV-KIDS-1, the DFA-2 or the inROADS **application with electronic signature or** signature page.

E.   EXPEDITED PROCESSING

Data system action must be taken to approve, deny or withdraw the application within 13 calendar days of the date a completed WV-KIDS, DFA-2 or inROADS application is received in the local office. If additional information or verification is required after the complete application is received, the Worker must request it immediately to allow the client 10 days to provide it, as required in item F, and to complete the application process within 13 days.

When a DFA-2 is used, the application for Medicaid coverage as a Poverty-Level pregnant woman must be processed within 13 days of the date a complete application is received, even though the application for the other Program may not require faster processing.

F.   DUE DATE OF ADDITIONAL INFORMATION

When an interview is conducted, the Worker and the client decide on a reasonable time for the information to be returned.

When the application is returned by mail, left at the office or submitted by inROADS and additional information is required, the client must be given at least 10 days after the mailing date of the request for additional information to respond.

G.   AGENCY DELAYS

When the Department fails to request necessary verification, the Worker must immediately send a written request for the information. He must inform the client that the application is being held pending. When the verification is received and the client is eligible, retroactive medical coverage is based on the date of application.

When an application is not processed within agency time limits, the application must be processed immediately upon discovery and coverage must be backdated for any prior eligibility period. This may be more than 3 months if due to an agency error. To determine if the client is eligible to receive direct reimbursement for out-of-pocket medical expenses, see Chapter 2.

H.   BEGINNING DATE OF ELIGIBILITY

1.   Application While Pregnant

A pregnant woman may have her eligibility determined back to the date her pregnancy was originally diagnosed, provided she met all eligibility requirements at the time.

2.   Application After Pregnancy Ends

When the client applies within 3 months of the termination of the pregnancy, eligibility may be backdated up to 3 months, prior to the month of application, in which she met all eligibility requirements.

I.   SPECIAL PROCEDURE

When the Poverty-Level pregnant woman's application is denied for any reason, or a WV CHIP or children's Medicaid application is denied when a child is pregnant, a referral is made to the Office of Maternal, Child and Family Health (OMCFH). A list of these denied applications is generated by RAPIDS and made available to the Office of Maternal, Child and Family Health (OMCFH). This permits OMCFH to evaluate the client for other available government-sponsored health care.

J.   CLIENT NOTIFICATION

See Chapter 6. In addition, the eligible Poverty-Level pregnant woman must be notified that she remains eligible for 2 months after the month in which her pregnancy ends.

K.   REDETERMINATION SCHEDULE

Redeterminations cannot be submitted by inROADS**.**

A redetermination is completed the second month of the postpartum period. Reviews are scheduled 2 months after the pregnancy end date, or, if information about the pregnancy is not updated, 2 months after the pregnancy due date.

In no instance is Medicaid coverage under one coverage group stopped without consideration of Medicaid eligibility under other coverage groups. This is determined before the client is notified that his Medicaid eligibility will end. If eligible for other Medicaid, or WV CHIP, that coverage must not begin until expiration of the postpartum period.

If no redetermination is completed, Medicaid coverage is automatically closed after the adverse notice period.

NOTE: When a pregnancy ends prior to the expected due date, the redetermination date in RAPIDS is set for the current month, plus 1, to insure that the data system automatically schedules the redetermination. It also insures that the client has the opportunity to complete a redetermination and the AG is properly closed if a redetermination is not completed. This may result in a postpartum period extension.

L.   THE BENEFIT

See Section 1.9 for retroactive and ongoing benefits.

NOTE: A Qualified Child, regardless of the date of birth, who becomes pregnant and who is also eligible as a Poverty-Level pregnant woman, must receive Medicaid as a Poverty-Level pregnant woman.

The Poverty-Level PW's eligibility ends on the last day of the 60-day postpartum period or on the last day of the effective month of closure, unless the situation, outlined in the NOTE in item I above, occurs.