The Case Maintenance Process

2.5 PARENTS/CARETAKER RELATIVES

When a change is reported during the certification period which affects eligibility, the Department must only request the information on the change reported. When the information is received, the AG is evaluated for rolling renewal. See Section 2.4,B. The AG may be assigned a new certification period, if eligible, even though the AG is not due for a scheduled redetermination. Case comments must be made in eRAPIDS to document any actions taken.

A. CHANGE IN INCOME

When a change in income is reported, eligibility for the AG must be re-evaluated. Changes include the onset or termination of income, as well as income increases and decreases. The reported change(s) may not result in any benefit change, or may result in AG closure or the AG's eligibility for Transitional or Extended Medicaid. See Section 16.5, items B,1 and C for Transitional and Extended Medicaid. Proper notice is required for any adverse action and the AG must be evaluated for all other Medicaid coverage groups and WV CHIP prior to closure. See Section 2.8 for closures when a child in the family receives Medicaid and is eligible for Continuous Medicaid Eligibility (CME).

B. ADDITIONS TO OR REMOVALS FROM THE MAGI HOUSEHOLD

An Individual(s) is removed from the AG the month following the month of the reported change and the advance notice period expires. Eligibility for the remaining household members is re-evaluated based on the removal of the household member.

Individuals are added to the household effective the month they meet all eligibility requirements to be included. No application form is required.

NOTE: Individuals subject to a penalty for failure to cooperate with BCSE, who subsequently cooperate, are added to the AG effective the month following the month in which BCSE considers that the individual cooperated.