

Categories Eligible for PE:

- Children under age 19
- Pregnant Women
- Parents/Caretaker Relatives
- Adult Group
- Former WV Foster Children
- Breast and Cervical Cancer Women Receiving Current Treatment
- **Incarcerated Individuals With Hospital Stays Exceeding 24 Hours**

Once an incarcerated individual has stayed in the hospital for 24 hours or more, the AHE will assist them in applying for HBPE just like any other patient, making a note in the comments field of the application that the applicant was an incarcerated individual. The AHE will not be required to complete an application for these individuals. The prison will complete that portion of the process.

a. Duties of the AHE

The AHE **which could also include the DHHR hospital employee**, makes a PE decision based on preliminary information provided by the individual seeking treatment, or someone with the patient who would reasonably be expected to know about the individual seeking benefits. They can attest to the individual's US Citizenship or satisfactory immigration status. The AHE is prohibited from requiring any other verification prior to approval. Additional information gathered includes name, household size, income limit, sex, address, and prior approval for PE in the last 12 months. Using the same inROADS portal as Community Partners, the AHE Worker sends the information electronically to the data system and issues a medical card with a PE Medical ID. The period of eligibility begins on the date of determination and ends on the last day of the next month, or when a full Medicaid application determination is made, whichever occurs earlier. The decision is not subject to fair hearing rights and advance notice is not required.

The AHE Worker must assist the applicant or his representative in completing the SLA for MAGI Medicaid and forward the application to the Department.

If the patient or the authorized representative is unable or unwilling to complete the full Medicaid application at that time, the AHE will tell the patient or AR of the different options they

have to complete the SLA. If the patient indicates that they would like to complete their application via the telephone, the worker must have them contact the call center at 1-877-716-1212. The worker should explain that they must call this number because they will be required to give a recorded telephonic signature.

b. DHHR Worker Responsibilities

Upon receipt of a completed application, the DHHR worker begins processing the application which should include the PE Medicaid Identification Number. This process combines the two applications together, and closes the PE period upon approval or denial of the Medicaid application. The Worker must establish whether the client was eligible at the time of the PE determination, as well as ongoing Medicaid eligibility. Income is verified by the same method as any other application. Medicaid eligibility begins on the first day of the month of the PE determination. Retroactive back-dating is allowed with the Medicaid application, if the client is eligible.

The DHHR worker at the hospital must take the BMS approved HBPE training and received certification prior to becoming an Authorized Hospital Employee that will be permitted to take application for Presumptive Eligibility. The hospital at which the DHHR worker is placed will have made agreement to accept responsibility for all decisions and outcomes of the DHHR AHE. The DHHR worker that is at the hospital will follow the same procedures for taking Presumptive Eligibility applications as any other HBPE worker.

NOTE: PE is limited to once every twelve months, with the exception of pregnant women, who are eligible for once per pregnancy.