



Jim Martin, Commissioner

Department of Human Resources • Division of Family and Children Services • Juanita Blount-Clark, Director
Two Peachtree Street, NW • Suite 19-490 • Atlanta, Georgia 30303-3142 Phone: 404-651-8079 • Fax: 404-657-5105

November 1, 2002

MEDICIAD MANUAL (ESS Policy Manual, VOLUME II) TRANSMITTAL NO. 4

TO: County Departments of Family and Children
Services State Staff

FROM: Juanita Blount-Clark, Director
Division of Family and Children Services

RE: Addition of Appendices B, C, E, Foster Care Revenue Maximization Procedures,
and Miscellaneous Medicaid Updates and Changes

PURPOSE: This manual transmittal adds three Appendices to provide information on Issuance, Hearings and a Glossary. Two additional Appendices have been added to the on-line version of the manual only. They are Appendix F – Forms and Appendix G – Cover Letters. Revenue Maximization procedures have been added to Chapter 2800, Assistance to Children in Placement. This manual transmittal also provides other miscellaneous policy clarifications.

DISCUSSION:

Appendix F has been added only to the on-line version of the manual. This Appendix will include copies of forms that are available through either Central Supply or from DCH. Currently there are only 11 forms on-line. More forms will be added as they are reviewed and formatted for the on-line directory. The on-line version allows workers to make sure they are using the most recent version of the form and, if local supplies are depleted, print a copy for use. Forms should continue to be ordered through Central Supply or DCH as appropriate.

Note: Once a form is on-line, it is the official version of the form. Unless told otherwise, no other versions of the form may be used, i.e. no county version or older version may be used. Forms on-line have been reviewed for Civil Rights compliance whereas county forms have not.

Appendix G has been added only to the on-line version of the manual. This Appendix includes copies of Medicaid Manual (ESS Policy Manual, Volume II) cover letters, including Manual Transmittal 1, which covered the initial issuance of all three volumes of the ESS Policy Manual.

Georgia Cares, a new referral source for prescriptions, has been added to Section 2901, Division of Aging. Workers should refer customers to either Georgia Cares or Georgia Partnership for Caring if prescription costs are not covered by their Medicaid class of assistance.

Section 2955, Service Options Using Resources in a Community Environment (SOURCE) has been added to Chapter 2900, Referrals. This program was designed to link primary medical care and long-term health services in an individual's home to avoid nursing home care. Participants must be SSI/Medicaid eligible.

Family Medicaid – Clarifications to policy in various sections.

Children in Placement – Several Sections in Chapter 2800 have been revised to reflect policy clarifications. The Revenue Maximization process has been added to Sections 2810 and 2812. This process is effective once a county has had their cases transferred to the Revenue Maximization Centers. County Staff should refer to the August 22, 2002 memorandum from Steve Love, Acting Director on Transfer of Foster Care and Adoption Assistance Medicaid and Title IV-E Cases to the Revenue Maximization Centers for information on the transfer process. The memorandum discusses the plan for transfer of cases to the Revenue Maximization Centers.

Section 2825, AFDC Relatedness now includes the IF/THEN chart on Living With and Removal From a Specified Relative previously issued via e-mail and Frequently Asked Questions during the pre IV-E audit activity.

ABD Medicaid –Clarifications to policy in various sections. Laurens County Head Injury Waiver is being removed from the Manual as this is an obsolete waiver.

Specific changes to the Sections are discussed briefly under the Comments Section below.

Manual Transmittal 4 includes information found in Medicaid e-mails numbered through 02-11.

UPDATES:

Section	Instructions for Manual Maintenance	Comment
2132	Remove and replace	MRWP/CHSS...Page 3 - adds heading entitled "Annual Reviews and Specials" which provides information about the new procedure for completion of the DMA-6 in the A/R's birth month
2138	Remove this section in it's entirety	Lauren's County Head Injury Waiver is now obsolete.
2150	Remove and replace	ABD Medically Needy...Page 7 - aligned notes under last bullet...Page 9 - Under allowable medical expenses changed the bullet that previously read "health insurance premium" to "health and/or dental insurance premium"
2151	Remove and replace	AMN Nursing Home/Hospice Care...Page 3 -Procedures have been corrected in Step 7
2162	Remove and replace	LIM...Page 1 - Clarifies who may be included in the LIM AU (Policy Statement)
2166	Remove and replace	TMA...Page 1 added note addressing new/increased earnings and a concurrent change...corrected typo...Page 2 - clarified who may be included in the TMA AU...Page 4 - corrected typo... Pages 8 & 9 specified location of Sections referenced in the notes.
2174	Remove and replace	Newborn MAO...Page 5 - adds instructions to document the name of who reported the birth and date on which the birth was reported
2220	Remove and replace	Enumeration...Page 8 -E-mail address for system problems has been corrected in Chart 2220.3
		Life Insurance Policies...Page 2- removed the word "not" from

2323	Remove and replace	the note under "Exclusion for ABD Medicaid FBR COAs"
2332	Remove and replace	Retirement Benefit Periodic Payments...Page 1 – deleted the NOTE. Clarifies that interest only payments are Periodic Benefit Payments
2401	Remove and replace	Medicaid Income Overview...Page 1 - Corrected the chart reference to 2399.2
2405	Remove and replace	Treatment of Income: deleted 4th bullet under Earned Income that read "payment of refunds of Earned Income Tax Credit"
2499	Remove and replace	Types of Income in Medicaid...Page 1- Change I to E for IV-E AA Page 9 - Changed the I to E for PL/CS for ABD Earned Income Tax Credit...Page 11- Changed I to E for IV-E FC...Page 12 - IBON refers reader to specific type of IBON...Page 19 - Added relative care subsidy,,,Page 30 - removed the reference to Section 2410, Earned Income in the block "Wages(Salaries)".
2553	Remove and replace	Protection of Income...Pages 1 & 2 - added reference to ICWP in places where it had been inadvertently left out
2576	Remove and replace	Vendor Pmt Auth.. .Page 1: Misc. typos corrected
2663	Remove and replace	LIM...Page 3 – Aligns notes and bullets correctly
2671	Remove and replace	Family MN Budgeting...Pages 1, 2 & 3 - aligned notes and comments under bullets
2810	Remove and replace	Foster Care Application Processing updated to include Revenue Maximization Processes
2812	Remove and replace	DJJ Foster Care Application Processing updated and expanded
2815	Remove and replace	IV-E FC MAO Procedures updated to include new forms
2817	Remove and replace	IV-E AA MAO procedures updated to include new forms
2825	Remove and replace	AFDC Relatedness Section completely re-worked
2826	Remove and replace	Chart 2826.3 expanded to include education/training. Redetermination instructions also included
2840	Remove and replace	Chart updated to clarify age ranges
2870	Remove and replace	IV-E Redetermination procedures updated and clarified.
2901	Remove and replace	Georgia Cares information added
2930	Remove and replace	Health Check - Pages 1 & 2 - typographical corrections
2955	Insert after Section 2950	New Section discussing the SOURCE program
Appendix B	Insert after Appendix A2	Hearings added to the Manual
Appendix C	Insert after Appdendix B	Issuance added to the Manual
Appendix E	Insert after Appendix C	Glossary added to the Manual
TOC 2100	Remove and Replace	
TOC 2900	Remove and Replace	
TOC Manual	Remove and Replace	

Pen and Ink Changes:

Update the Record of Receipt of Manual Transmittals for ESS Policy Manual Volume 2, Medicaid.