

Policy Clarifications - Medicaid - Long Term Care

PMN-16429-489

Submitted: 11/12

Agency: CAOs

Citations:

Subject: Entry of Waiver Code Effective Dates

When an individual transitions from one HCBS Program to a new HCBS Program what are the appropriate waiver service begin and end dates to enter on the Waiver screen in eCIS to ensure proper billing?

Response By: Division of Health Services

Date:11/20/12

When a recipient of HCBS transfers from one HCBS Program to a new HCBS Program, the Independent Enrollment Broker (IEB) or new service provider will forward a PA 1768, HCBS Eligibility/ Ineligibility/ Change form to the CAO. When there is a change in HCBS Programs, page two of the PA 1768 must list the service end date of the old waiver as at least one day prior to the service begin date of the new waiver. If this information is not listed on the PA 1768 or the service end and begin dates are the same date then the CAO must call the contact person for the agency listed on the PA 1768 for clarification. In order for the service providers to bill for all waiver services incurred, the CAO must ensure that the correct end date of the old waiver and begin date of the new waiver are entered on the Waiver screen in eCIS.

Example: Mr. A is a current recipient of Medical Assistance and payment of HCBS in the Independence Waiver. On December 1st the CAO receives a PA 1768 verifying that Mr. A will transfer from the Independence Waiver to the Attendant Care Waiver. In the 'Transferring HCBS Program' section on page two of the PA 1768 the service end date for the Independence Waiver and the service begin date for the Attendant Care Waiver are both listed as December 7th. In this case the CAO will need to call the contact person for the agency listed on page one of the PA 1768 to verify the Attendant Care Waiver begin date and Independence Waiver end date. The Independence Waiver must end at least one day prior to the service begin date of the Attendant Care Waiver.

Currently eCIS is incorrectly allowing concurrent entry of two different waiver codes. Although there are instances when a waiver and facility code may need to be entered concurrently, eligibility for two different HCBS Programs should never be entered for the same time period. Until software is implemented to stop allowing concurrent entry of two waiver codes in eCIS the CAO must be careful to enter the correct begin and end date information on the Waiver screen.

Reminder: The CAO must enter the change of HCBS Program in eCIS and send a confirming notice to all involved parties within five business days of receiving the PA 1768.

For more information regarding use of the PA 1768 when processing eligibility for HCBS please see [Ops Memo 06-01-01](#).

