

# **Policy Clarifications - Medicaid - Long Term Care PMN16285440**

**Submitted: 07/12**

**Agency: CAOs**

**Citations:**

**Subject: Data Entry of Multiple Irrevocable Burial Reserves in Long-Term Care (LTC)  
Budgets**

What is the proper way to data enter multiple irrevocable burial reserves in an LTC or Home and Community-Based Services budget?

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**Response By: Division of Health Services**

**Date:07/31/12**

Currently, due to system limitations, the Client Information System (CIS) and eCIS only allow entry of one irrevocable burial reserve per individual. In some cases an individual may own more than one irrevocable burial reserve or pre-need funeral agreement. When an individual owns multiple irrevocable burial reserves the County Assistance Office (CAO) must combine the values of all accounts and enter them as one irrevocable burial reserve on the Burial screen. In order for the system to properly evaluate whether or not fair consideration was received, the CAO must ensure the correct acquired date and county limit are entered on the Burial screen. The date of the most current burial reserve purchased should be entered in the acquired date field. The average cost of a burial after the 25 percent allowed for extraordinary costs must be entered in the county limit field. The existence of multiple irrevocable burial reserves must be narrated to include account numbers, contractor names, and values of each burial reserve.

You will be informed via a Daily Status once the system is updated to allow entry of more than one irrevocable burial reserve.