

## Exchanges/SAVE/PACSES and SAR DESK GUIDE MEDICAL ASSISTANCE and CHIP

The following applies to all Medical Assistance and Children Health Insurance Program (CHIP) budgets except Long Term Care (LTC) and Waivers. For more information about LTC and Waivers refer to the LTC Handbook. For determining possible overpayments\*, including those caused by earned income, the caseworker must determine eligibility using the appropriate MEH chapter.

**Reminder:** For MNO it is a six-month computation unless the recipient is deceased.

Failure to provide verification does not affect the CHIP budget until renewal. Failure to provide verification does not affect MA Continuous Eligibility budgets for children under age 19 until their renewal or pregnant/postpartum individuals until the end of the postpartum period.

Exchange	Medical Assistance and CHIP Budgets with Known Earned Income	Medical Assistance and CHIP Budgets with NO Known Earned Income
Exchange 1 Wage Match/New Hire	Initiate contact <b>with the recipient</b> to develop <b>a</b> plan to verify new job/income. Then narrate and clear the hit. If individual does not provide verification, MA budgets close using reason code 042 with Advanced Notice.	
Quarterly	<p>This information is considered verified upon receipt for MA-only cases and CHIP budgets if it is reasonably compatible.</p> <p>Divide the quarterly wages by 13 and multiply by four. If paid once or twice per month, divide the wages by three. Adjust benefits as needed.</p> <p>If the result does not exceed the estimated earned income used to determine eligibility by more than \$100, no OP*. If the result exceeds estimate by more than \$100, review for possible OP*.</p> <p>Narrate and clear the hit.</p>	<p>This information is considered verified upon receipt for MA-only cases and CHIP budgets if it is reasonably compatible.</p> <p>Divide the quarterly wages by 13 and multiply by four. If paid once or twice per month, divide the wages by three. Adjust benefits as needed.</p> <p>Review the case for OP*.</p> <p>Narrate and clear the hi</p>

Exchange	Medical Assistance and CHIP Budgets with Known Earned Income	Medical Assistance and CHIP Budgets with NO Known Earned Income
TALX-FDSH TALX-Equifax (The Work Number)	No hits are generated for TALX information. For MA benefits and CHIP budgets, TALX-FDSH and TALX-Equifax are verified upon receipt if they are reasonably compatible.	
	Review the case to see if income is consistent with information reported by TALX.	Review the case for OP*.
Exchange 2 UC Match	This information is considered verified upon receipt if it is reasonably compatible. Review and adjust benefits as needed. Narrate and clear the hit.	
Exchange 3 Bendex MBR	This information is considered verified upon receipt if it is reasonably compatible. Review and adjust benefits as needed. Narrate and clear the hit.	
Exchange 4 ERF	Review to determine if any action is needed or if an OP* exists. Narrate and clear the hit. <b>DO NOT MENTION EXCHANGE 4.</b>	
Exchange 5 Unearned Income	Review to determine if any action is needed or if an OP* exists. Narrate and clear the hit. <b>DO NOT MENTION EXCHANGE 5.</b>	
Exchange 6 SDX	This information is considered verified upon receipt if it is reasonably compatible. Review and adjust benefits as needed. Narrate and clear the hit.	
Exchange 7 Buy-In	This information is considered verified upon receipt. Review and adjust benefits as needed. Narrate and clear the hit.	
Exchange 8 Deceased Persons	<p>This information is considered verified upon receipt for cases with MA and CHIP budgets only that go through Exchange 8 automation. If a case exceptions to the CAO, additional verification is needed prior to taking action. Once verification is received, take action. If verification is not received, send an Advance Notice to close. <b>This applies to all budgets, including budgets subject to continuous eligibility.</b></p> <p>Narrate and clear the hit.</p>	

Exchange	Medical Assistance and CHIP Budgets with Known Earned Income	Medical Assistance and CHIP Budgets with NO Known Earned Income
Exchange 9a PARIS Match	<p>Information on Exchange 9a is not verified upon receipt.</p> <p>If a hit is showing current benefits, the household must be contacted to verify PA residence. A PA253 should be sent for proof of residence. If received, information received should be shared with the matching state indicated in the Exchange 9a hit. Additional information can also be requested from the matching state, as needed.</p> <p>If proof of out-of-state residence is received, benefits should be closed with reason code 064.</p> <p>If proof of residence is not received, MA budgets should close using reason code 042 with Advanced Notice.</p>	
Exchange 9b Veteran's Assistance	<p>Information on Exchange 9b is not verified upon receipt.</p> <p>VA benefit amount should be reviewed. If the unearned income does not match the amount adjusted in the case, a PA253 should be sent. If unearned income verification is not received, MA budgets should close using reason code 042 with Advanced Notice.</p> <p>NOTE: VA payments are excluded for MAGI, CHIP, PD, TD, and PW/PI 01, 02, 03 categories.</p> <p>If verification is received and MA would close or reduce because of the VA income, the CAO will request verification of disability if it has not been previously verified. If verification of disability is not provided, the CAO will allow MA to close.</p> <p>If the VA TPL is not known to the record, verification of TPL should be requested. The CAO will not close MA if TPL information is not received.</p>	
Exchange 10 CJIS	<p>The information received on Exchange 10 from DOCS-JNET is considered verified upon receipt. The information from any other Exchange 10 data source may only be used as a lead to help the IMCW identify the possibility of past or current criminal history.</p>	
Exchange 11 Lottery	<p>Additional verification is needed prior to taking action. Once received, take action. If not received, send an Advance Narrate to close. Narrate and clear the hit.</p>	

Exchange	Medical Assistance and CHIP Budgets with Known Earned Income	Medical Assistance and CHIP Budgets with NO Known Earned Income
Exchange 12 Assets	Can be used as verification if reasonably compatible with client-reported information and the case record. Can only be used for individuals in non-MAGI MA budgets subject to a resource test.	
Exchange 13 HMS  CHIP Budgets Only	Health Management Services (HMS) – for private health insurance that meets Minimum Essential Coverage (MEC) requirements. HMS is verified upon receipt. <b>The caseworker</b> needs to verify and input the individual coverage start and end date.	
Exchange 14 PEBTF  CHIP Budgets Only	Pennsylvania Employee Benefits Trust Fund (PEBTF) – PEBTF cross match check is run nightly for new applications that match key words. PEBTF is also run quarterly for all CHIP enrollees. PEBTF is not verified upon receipt, <b>so the</b> caseworker must verify PEBTF eligibility.	
PACSES	No change. Refer to MAEH 350.31 for policy on support systems.	
SAVE	This information is considered verified upon receipt. See Supplemental Handbook Chapter 740. Review for eligibility.	
VLP	This information is considered verified upon receipt.	
Pelican	This information is considered verified upon receipt.	

**\*NOTE:** CHIP does not pursue overpayments. If verification is not returned for CHIP cases during the eligibility period, no action is taken. The case should be updated with information obtained from the Exchange hit to be reviewed and verified at renewal. There should be no increase in a CHIP category during the 12 months continuous eligibility; however, categories can reduce.