

# Bulletin

November 2, 2007

Minnesota Department of Human Services □ P.O. Box 64941 □ St. Paul, MN 55164-0941

**OF INTEREST TO**

- County Directors
- Social Services Supervisors and Staff
- Financial Assistance Supervisors and Staff
- Mille Lacs Tribal TANF
- Case Managers
- MinnesotaCare Operations Managers, Supervisors and Workers

**ACTION/DUE DATE**

Please implement the policy provided for applications and renewals received on or after December 1, 2007

**EXPIRATION DATE**

December 1, 2008

## DHS Provides Instructions for Automatic Medical Assistance (MA) Eligibility for Children Eligible for the Minnesota Permanency Demonstration (MnPD) Project

**TOPIC**

Automatic Medical Assistance (MA) eligibility based on eligibility for the Minnesota Permanency Demonstration (MnPD) Project .

**PURPOSE**

Provide information and instruction on the MnPD Project and its effect on MA eligibility.

**CONTACT**

MinnesotaCare Operations, counties and tribal agencies should submit policy questions to Health Quest.

All others should direct questions to:

Health Care Eligibility and Access (HCEA) Division  
P.O. Box 64989  
540 Cedar Street  
St. Paul, MN 55164-0989

**SIGNED**

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BRIAN J. OSBERG  
Assistant Commissioner  
Health Care Administration

### **Background and Introduction**

On November 17, 2005, the Department of Human Services (DHS) implemented the Minnesota Permanency Demonstration (MnPD) project, which waives certain Title IV-E foster care rules. MnPD was initiated to determine the impact of changes to publicly-funded benefits for foster families choosing to either adopt or accept a transfer of permanent legal and physical custody of their foster children. The MnPD waiver has been approved for five years and is scheduled to conclude on November 17, 2010. However, waiver approval may be extended for another five years if the project is successful. At the time the waiver expires, Minnesota will continue to fund participation in the MnPD project until participating children turn 18 years of age.

Approximately 400 children from five Minnesota counties (Carlton, Cass, Dakota, Hennepin and Ramsey) are participating in the demonstration portion of the MnPD project. Over 200 of those children have been moved from foster care to permanency with the support of MnPD benefits. The average age of children participating in the project is nine years and the average length of time spent in foster care is three years.

This bulletin provides a summary of the MnPD project and introduces new Medical Assistance (MA) policy for children eligible for MnPD. Because MnPD cash benefits are reimbursed by Title IV-E funds, the children participating in the MnPD project are automatically eligible for MA.

Implement the new MnPD MA policy provided in this bulletin for applications and renewals received on or after December 1, 2007. DHS will issue a clean-up report to workers who have MnPD children active on a health care case who are coded incorrectly. The report will also include information on children whose health care was previously denied or closed, but who are eligible based on receipt of MnPD benefits. Instructions will be provided with the report.

This bulletin contains the following sections:

- A. Summary of the Minnesota Permanency Demonstration Project
- B. MnPD Medical Assistance Policy
- C. Action Required
- D. System Instructions
- E. Legal References
- F. Special Needs

## **A. Summary of the Minnesota Permanency Demonstration (MnPD) Project**

### **1. Overview**

Without MnPD, traditional Title IV-E foster care benefits, including cash payments and automatic (MA), may end for children when they are adopted or when families choose to accept a transfer of permanent legal and physical custody of children. Some of these families may be eligible to receive Adoption Assistance or Relative Custody Assistance benefits but at a lower benefit level.

Under the MnPD waiver, the families receive the same benefits, including MA, that they received under the foster care maintenance program when choosing to adopt or accept a transfer of permanent legal and physical custody of children. MnPD benefits begin when Title IV-E foster care benefits end.

MnPD participants:

- a. Retain their Title IV-E foster care status. If their MnPD status ends, they may return to Title IV-E foster care.
- b. Are eligible to receive MnPD benefits until they turn age 18. MnPD benefits continue even if the family moves out of state.

Exception:

Children who are age 18 and are full time students in high school or in an equivalent course of study and are expected to graduate before age 19 may continue to receive MnPD benefits until they graduate. If the 18 year old's student status changes or the student cannot graduate before turning age 19, MnPD benefits end immediately.

### **2. Eligibility for the MnPD Project**

Eligibility for the MnPD project is determined by a social services worker in the county of financial responsibility. Eligibility requirements include the following:

- a. The child must be eligible for Title IV-E foster care payments.
- b. The county must be receiving Title IV-E reimbursement for the child.
- c. The possibility of reunification with biological parents must be ruled out or deemed highly unlikely.
- d. The child must have resided in a safe and stable foster home for at least six months.

Children who meet the MnPD eligibility criteria are assigned to the project based on their county of financial responsibility (CFR).

- a. Children from **Hennepin** and **Ramsey** counties are randomly assigned to two groups, a control group and a demonstration group. Only children assigned to the demonstration group are eligible to receive MnPD benefits.
- b. All eligible children entered into the project from **Carlton**, **Cass**, and **Dakota** counties are part of the demonstration group and are eligible to receive MnPD benefits.

The social worker from the CFR prepares and signs the MnPD Parent-County Benefit Agreement Form with the prospective adoptive parent(s) or permanent legal custodian(s). Once the agreement has been signed and the court finalizes the permanency order, MnPD benefits begin. At this point the social services foster care case is closed and typically a social worker is no longer assigned to the family. The CFR administers the MnPD benefit, often via their accounting division.

### **3. Participating Family Responsibilities**

The adoptive parent(s) or permanent legal custodians(s) are responsible for:

- a. signing the MnPD Parent-County Benefit Agreement
- b. informing the MnPD manager in the county of financial responsibility of any changes that may affect the MnPD Parent-County Benefit Agreement, including placement of the child outside their home for more than 30 consecutive days
- c. applying for MA eligibility for the MnPD eligible child

## **B. MnPD Medical Assistance Policy**

Children eligible for MnPD are automatically eligible for MA upon application.

### **1. Application Process**

An application is required to approve automatic MA eligibility for a child receiving MnPD benefits. The application is filed in the county of residence.

### **2. Eligibility Begin Date**

Eligibility may begin on the first day of the month in which the MnPD Parent-County Benefit Agreement is signed. Coordinate coverage begin and end dates to prevent coverage overlap when a child's eligibility changes from automatic MA based on Title IV-E foster care to automatic MA based on MnPD eligibility.

Exception:

Coverage may overlap for adoptive children whose identity is changed at adoption.

**Example 1**

On March 1, Max's legal custodians apply for MA on his behalf in his county of residence. The legal custodians provide a copy of the MnPD Parent-County Benefit Agreement which was signed on October 15 of the previous year. Max's automatic MA for Title IV-E foster care was closed effective October 31.

**Action:**

Approve automatic MA eligibility based on MnPD back to November 1.

**Example 2**

On October 25, Eugenia's legal custodian applies for MA on her behalf in her county of residence. The legal custodian provides a copy of the MnPD Parent-County Benefit Agreement which was signed on October 3. Eugenia's automatic MA for Title IV-E foster care will close effective October 31.

**Action:**

Approve automatic MA eligibility based on MnPD effective November 1, because Eugenia has MA coverage for October based on Title IV-E foster care benefits.

**Example 3**

Karl's adoptive parents apply for automatic MA for Karl on November 12. His adoptive parents provide a copy of the MnPD Parent-County Benefit Agreement which was signed on November 3. Karl was adopted and had his name changed on November 3. His automatic MA for Title IV-E foster care is closing effective November 30.

**Action:**

Approve automatic MA eligibility based on MnPD effective November 1. Karl's automatic MA coverage based on Title IV-E foster care can overlap with the automatic MA coverage based on MnPD payments because Karl has a new identity and coverage must be established under his new name.

**3. Renewals**

Do not require a renewal to continue eligibility for automatic MA based MnPD eligibility.

**4. Verifications**

Require verification of MnPD eligibility at application. Verify continued eligibility for MnPD annually by contacting the county of financial responsibility. More verification information is provided in section C.

## **5. Social Security Number**

Follow current Social Security Number policies provided in HCPM 10, Social Security Numbers.

## **6. Citizenship/Immigration Status**

U.S. citizens and noncitizens who are eligible for MA due to eligibility for MnPD are exempt from U.S. citizenship and identity documentation or immigration status requirements.

## **7. Residency**

### **a. County of Financial Responsibility**

The county that signs the MnPD Parent-County Benefit Agreement with the permanent caretaker/adoptive parent is the county of financial responsibility until the child is no longer eligible for MnPD. The county of financial responsibility is responsible to notify the MA worker when a child's MnPD eligibility ends.

Follow instructions provided in HCPM 13.25, County Residence, to update the CFR when the child is no longer eligible for MnPD.

### **Example 4**

Roger's adoptive parents sign a MnPD Agreement with Carlton County on September 1. He is approved for automatic MA beginning September 1. Roger's family moves to Lac Qui Parle County in November.

#### **Action**

Carlton County remains the CFR.

### **Example Continued**

Roger turns 18 and ages out of the MnPD project while still living with his family in Lac Qui Parle County. Carlton County notifies Roger's MA worker of MnPD ending effective March 31. He is redetermined eligible for MA using a Child Under 21 basis of eligibility.

#### **Action:**

Update the CFR to Lac Qui Parle County for June 1 two full calendar months after the month Roger's MnPD eligibility ends.

### **b. Out-of-State Residency**

Children eligible for MnPD who move to another state must apply for MA in that state. MnPD children are covered under the Interstate Compact on the Placement of Children. See the DHS website, [www.dhs.state.mn.us](http://www.dhs.state.mn.us), for more information on the Interstate Compact.

- 1) If the child is determined eligible for MA in the new state, the new state is financially responsible for the child's MA. Minnesota remains responsible for the payment of the MnPD cash benefit.

**Note:**

Any services not covered by MA in the new state may be covered by Minnesota MA for these children. Submit a HealthQuest for further instructions should this situation arise.

- 2) If a child is not eligible for MA in the new state of residence, the child remains eligible for MA in Minnesota and is considered Minnesota's financial responsibility. Minnesota will provide coverage from providers in the new state who are enrolled as Minnesota MA providers.

### **8. Insurance and Benefit Recovery**

DHS pays Medicare Part B premiums through the buy-in for children eligible for automatic MA based on MnPD eligibility. See HCPM 04.45.15, Buy-In, for more information.

Parents and caretakers must provide information about health insurance that may be available to the child. Pursue cost-effective insurance premium payments if appropriate. Consider other health insurance policies to be cost-effective for the MnPD eligible child if the child's portion of the premium is \$50 or less per month.

### **9. Household Composition**

Follow current policy provided in HCPM 17, Household Composition.

### **10. Income/Asset Guidelines**

The MnPD cash benefit is considered the income of the MnPD eligible child. It is excluded income. There are no income or asset limits for a MnPD eligible child.

### **11. Service Delivery**

Children receiving automatic MA based on MnPD eligibility are required to enroll in managed care unless the child meets an exclusion reason. See HCPM 28.15.10.05, Managed Care Exclusions, for more information.

If Minnesota retains financial responsibility for a child living in another state, the child receives health care services through fee-for-service. The child's medical providers must enroll as Minnesota MA providers to receive Minnesota MA payment. Providers may call the Provider Help Desk at DHS (651-431-2700 or 1-800-366-5411) for information on provider enrollment. See HCPM 28.05.20, Out-of-State Services, for more information.

## **12. End of Eligibility Basis**

Automatic MA based on MnPD ends when MnPD eligibility ends because the child has aged out of the MnPD project or another event occurred that ended MnPD eligibility. See section A.1.b. for more information on when MnPD eligibility ends due to a child's age. The county issuing the MnPD payment is responsible for notifying the MA worker that the child's MnPD eligibility has ended.

Redetermine MA eligibility when the child's MnPD eligibility ends. A child whose MnPD eligibility ends before aging out of the MnPD project may still have automatic MA eligibility under Title IV-E foster care. A ten-day notice of closure is required if the child is not eligible for continued MA.

### **Example 5**

Frank is eligible for MnPD effective January 2006. He is receiving automatic MA based on MnPD eligibility. Frank returns to foster care on September 10, 2007, and his MnPD eligibility ends. Frank retains his Title IV-E foster care status.

#### **Action:**

Redetermine automatic MA eligibility based on a Title IV-E foster care basis of eligibility.

### **Example Continued**

On November 5, Frank returns to his adoptive family and is again eligible for MnPD.

#### **Action:**

Redetermine automatic MA eligibility based MnPD eligibility.

## **13. Medical Support Referrals**

Medical support referral policies for MnPD children to the Child Support Enforcement (CSE) program are currently under development. Do **not** make medical support referrals to the county CSE office for children eligible for MnPD until further instructions are provided.

## **C. Action Required**

### **1. Worker Actions**

- a. Verify the child's MnPD eligibility at application by requiring a copy of the signed MnPD Parent-County Benefit Agreement. If the client is unable to provide a copy of the agreement, request a copy of it from the county contact person listed below.



- b. Annually verify the child's continued MnPD eligibility by contacting the MnPD county contact person listed below. Set a MAXIS reminder of the need for the annual verification.
- c. Enter case notes as specified in section D.1.f.
- d. Notify the county contact person listed below if a report is received that the MnPD eligible child has left the household.
- e. Do not take action on the child's MA eligibility until receiving information from the CFR that MnPD eligibility has ended.

## 2. CFR Actions

Counties financially responsible for a child's MnPD eligibility must establish a process for contacting the MnPD child's MA worker when eligibility for MnPD is ending.

## 3. MnPD County Contact Information

County	Contact Name	Phone Number	Email Address
Cass	Joanne Tidd	218-547-1340 x256	<a href="mailto:joanne.tidd@co.cass.mn.us">joanne.tidd@co.cass.mn.us</a>
Carlton	Lisa Wefelmeyer	218-879-4583	<a href="mailto:lisa.wefelmeyer@co.carlton.mn.us">lisa.wefelmeyer@co.carlton.mn.us</a>
Dakota	Diane Stang	952-891-7400	<a href="mailto:diane.stang@co.dakota.mn.us">diane.stang@co.dakota.mn.us</a>
Hennepin	Mark Gregerson	612-348-0268	<a href="mailto:mark.gregerson@co.hennepin.mn.us">mark.gregerson@co.hennepin.mn.us</a>
Ramsey	Terri Haselberger	651-266-4244	<a href="mailto:terri.haselberger@co.ramsey.mn.us">terri.haselberger@co.ramsey.mn.us</a>

## D. System Instructions

### 1. MAXIS

Follow these instructions when a child requests and is eligible for automatic MA due to MnPD eligibility.

- a. Close Title IV-E Foster Care benefits.  
Ensure that Title IV-E Foster Care cash and health care benefits have been closed.
- b. Establish eligibility on a new or existing case.  
Move the child to the household's case or create a new case. Do not continue eligibility on the Title IV-E foster care case.

c. Date of Application

Enter the date the MnPD Parent-County Benefit Agreement was signed as the application date.

d. STAT Panels

Update the applicable STAT panels for the case.

1) Do not complete the FCPL series for these cases.

2) Do not enter dates on STAT/RE VW unless required for another household member. MAXIS will bypass the inhibiting edit received at approval requiring a STAT/RE VW date when the results are FIATed with an eligibility type of '25.'

3) STAT/ADDR

For children living in other states who continue to be Minnesota's financial responsibility, enter the child's current address and code '89' in the resident county (Resi Cty) field. See section B.7.b. for more information.

4) STAT/MEMI

For children living in other states who continue to be Minnesota's financial responsibility, enter the following:

a) MN>12 months field: Y (yes)

b) Residence VER field: 4 (other)

e. HC ELIG

FIAT the correct eligibility results for a child receiving MnPD benefits.

1) Enter FIAT code '05' (system override) when the pop-up window appears.

2) Update the following information on BSUM for each month of the certification period:

a) ELIG Type field: 25 (Title IV-E Foster Care)

b) Standard field: Leave blank

c) Method field: X

3) MAPT (Person Test)

For children living in other states who continue to receive Minnesota MA, update the RESIDENCE test to 'PASS' for each month of the certification period.

4) Bypass the warning message to review income.

5) Approve eligibility results.

Note:

Coordinate the opening of automatic MA based on MnPD eligibility with the closing of automatic MA based on the receipt of Title IV-E Foster Care. For adopted children whose identity is changed, coverage may overlap. See section B.2. of this bulletin for more information.

f. Enter a case note which includes all of the following information:

1) MnPD in the title.

2) The name of the MnPD child.

3) The name of the person who was contacted to verify MnPD eligibility.

4) Information on why the case was FIATed.

g. Create an annual system reminder in DAIL/WRIT to verify if the child continues to be eligible for MnPD.

## **2. MMIS**

Enter eligibility in MMIS based on the eligibility approved in MAXIS.

a. RELG screen

Code the RELG eligibility span as follows:

1) Major Programs (PRG): MA, EH, IM or NM

2) Eligibility Type (ELIG TYPE): 25

3) Begin Date (ELIG BEGIN): Match MAXIS eligibility begin date.

4) End Date (ELIG END): Match MAXIS eligibility end date.

5) County of Financial Responsibility (CFR): Enter the appropriate code.  
See section B.7.a for more information.

6) Spenddown Indicator (IND): N

- 7) Application Date (APPL DT): Enter the date the MnPD agreement was signed.

b. Managed Care

Follow normal managed care enrollment and exclusion procedures.

Exception:

Use code 'UU' (Limited Disability) for MnPD children excluded from managed care because they are certified disabled by the Social Security Administration or the State Medical Review Team. An inhibiting edit will not allow a worker to save and exit a case if code 'BB' (Blind/Disabled Under 65) is used with the eligibility type/method '25X.' A STAT/DISA panel must be completed when the 'UU' exclusion code is used. Enter a MMIS case note explaining why the 'UU' exclusion code was used.

## **E. Legal References**

Minnesota Statutes, section 256.01, subdivision 14a

Social Security Act, title IV-E and section 1902(a)(10)(A)(i)(I)

Minnesota Permanency Demonstration Waiver

## **F. Special Needs**

This information is available in other forms to people with disabilities by contacting us at (651)431-2283 or toll free at 888-938-3224 or through the Minnesota Relay Service at 800-627-3529 (TDD), 711 or 877-627-3848 (speech to speech relay service).