

# Action Request Transmittal Aging and People with Disabilities



Mike McCormick

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**Number:** APD-AR-21-042

**Issue date:** 7/29/2021

**Topic:** Long Term Care

**Due date:**

**Subject:** ONE and ICP

**Applies to (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> All DHS employees                             | <input type="checkbox"/> County Mental Health Directors                       |
| <input checked="" type="checkbox"/> Area Agencies on Aging: Type B     | <input type="checkbox"/> Health Services                                      |
| <input checked="" type="checkbox"/> Aging and People with Disabilities | <input type="checkbox"/> Office of Developmental Disabilities Services (ODDS) |
| <input type="checkbox"/> Self Sufficiency Programs                     | <input type="checkbox"/> ODDS Children's Intensive In Home Services           |
| <input type="checkbox"/> County DD program managers                    | <input type="checkbox"/> Stabilization and Crisis Unit (SACU)                 |
| <input type="checkbox"/> Support Service Brokerage Directors           | <input type="checkbox"/> Other ( <i>please specify</i> ):                     |
| <input type="checkbox"/> ODDS Children's Residential Services          |   |
| <input type="checkbox"/> Child Welfare Programs                        |   |

**Issue(s):** This transmittal will cover multiple issues related to the ONE system and impacts to Independent Choices Program (ICP) participants. Each issue requires awareness and specific action(s) as indicated below.

1. There have been several reports of ICP payments not being issued as expected on the first of each month. This is generally due to one of the following reasons:
  - a. Financial eligibility review is past due.
  - b. Financial eligibility review was completed, the ICP payment on the Medical Related Payments (MRP) screen expired and did not get updated to approve the new payment line.
  - c. Financial eligibility review was completed, but the participants Type of Assistance (TOA) category has changed to a program that is not compatible with ICP. In most cases, the TOA has changed to MAGI after the financial eligibility review.
    - i. During the financial review process, ONE evaluates eligibility for the various programs in a certain order. It first evaluates for SSI and 1619B, then for MAGI and lastly for OSIPM and Medicare Savings

Program TOAs. In most instances, once ONE finds an eligible TOA, the system will place the consumer into that TOA category and not evaluate further for conflicting programs.

- ii. Per OAR [411-030-0040\(3\)\(b\)](#) to be eligible for the ICP, the consumer must be a recipient of OSIPM. MAGI recipients are not eligible to participate in the ICP.

2. There have been several instances where duplicate ICP payment lines are created on the MRP screen resulting in overpayments.

**Action required:** The staff person required to act on each issue may vary in each office. Each action listed below is associated with the issue number and letter indicated above.

**1a-b.** Whenever possible, it is critical that the financial review for all ICP participants be completed before the expiration date. As soon as the review is completed, the staff person who updates the MRP screen in ONE must add/update the MRP line to ensure the next ICP payment is issued timely.

**1c.** The only TOAs allowed for ICP are LTCSERV and NMAGISERV. When eligibility is run, if the system updates the consumer's TOA to any other TOA than what is listed above, staff must re-run eligibility in ONE to determine if the consumer is OSIPM eligible.

- If the consumer is OSIPM eligible:
  - The TOA must be changed to either LTCSERV or NMAGISERV (assuming the consumer wishes to continue participating in the ICP).
- If the consumer is not OSIPM eligible:
  - The CM must issue a 540ICP Notice of ICP Payment Ending to the consumer for the end of the month. Timely notice is required, so it may be that we cannot end the payment until the end of the following month.
  - Staff must include OAR 411-030-0040(3)(b) (as described above) in the comments section of the 540ICP notice since none of the selections in the drop down apply to OSIPM eligibility. A copy of the 540ICP notice must be sent to [ICP.SPD@dhsosha.state.or.us](mailto:ICP.SPD@dhsosha.state.or.us).
  - ONE will not issue an ICP payment on a case with a MAGI TOA, to ensure the ICP payment is issued until the effective end date of the ICP payment as indicated on the 540ICP, staff will need to override the payment on the Other Payments module (not in eligibility).
  - Staff must ensure the MRP screen is updated to ensure the ICP payment is discontinued for the date indicated on the notice.

2. Before any actions are taken in ONE on the MRP screen, staff must review the data on the screen to verify the begin and end dates of each line to ensure there

are no duplicate lines for the B6 ICP payment.

**Reminder:** Action taken outside of ONE must be narrated in Oregon ACCESS and actions taken in ONE must be added as a Case Note in ONE.

**Reason for action:** To ensure eligibility for participation in the ICP is completed and the cash payment is issued timely. To avoid non-sufficient fund incidents on the consumer's ICP checking account and with Acumen for those that are receiving payroll services.

**Field/stakeholder review:**  Yes  No

**If yes, reviewed by:** APD Policy & Ops

*If you have any questions about this action request, contact:*

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