



# On Target

## June '09 Contributors

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[Click here to link to the Family Services Manual](#)



## Locating TPL

Recent information discovered in Quality Control reviews indicate there are many children receiving CHP who have or have had TPL in the past 6 months. Two really helpful screens QC has been using to locate TPL information are SMIC and SMCL.

There are two paths you can choose from to enter SMIC and SMCL- so choose wisely! The first path is the recommended one, because it shows a summary of other programs, aliases, wages, CSD involvement, and different unearned income types - this can be very helpful when determining eligibility.

1. Use WEBM,FIND to locate the OBE/OBR and enter the SMU1 screen. Type "SMIC" over the "SMU1" and hit enter.

**Or:**

2. Locate support cases directly, by typing "SMUX", then adding the client's Social Security number and hitting enter. Type "SMIC" over the "SMU1" and hit enter.

When you are in SMIC, you will see a person's third party coverage through the absent parent, their vital statistics, employer, policy holder information, name and address of the insurance company, phone number, and most importantly effective and end dates of coverage. Please contact the provider to verify current and past TPL.

SMIC will also tell you if Support Enforcement has ordered SUP, so you can tickle the case or remind the parent to report TPL when it comes through to send a 415H to HIG.

You can enter SMCL in the same manner as SMIC. You can navigate both screens using F7 and F8 keys to see additional information.

SMCL are Support Enforcement narratives that can be helpful in finding additional information about TPL, support order requests, other medical, approval dates, and other general case information.

Hope this will be helpful!

*Medical Policy Analysts*



- ★ Some SPD workers have been using a phone call in place of a written notice of missed appointment (NOMI). This policy changed when FNS notified the State that a phone call was not acceptable as a replacement to a written notice. The manual release for October 1, 2008 removed the phone call as an option (see [FS B.8](#)). A telephone call may be used in addition to but not in place of a written notice. Missing notices add to the federal FS negative error rate.
- ★ Several cases have been identified where an intake was completed and narrated in ACCESS but no case was entered on FCAS. In some instances, workers have determined a case is ineligible usually based on the household being over income and acted without entering the case on FCAS. These determinations are not always correct as elderly/disabled clients only need to meet the adjusted income limit, not the categorically eligible limit. Policy requires that all decisions made on food stamp applications – whether approvals or denials- be entered into FCAS. This allows others searching the system to know a case has been denied and alerts them to look for a narrative. In addition, denied cases not on FCAS are not included in the negative universe for Quality Control and are not subject to review. Workers are reminded to enter all FS applications onto the system and let the computer complete the calculation.
- ★ Central office continues to identify cases where individuals receiving SSD benefits have these benefits coded as SSB on FSMIS. Miscoding of the income may cause some disabled households to receive less benefits when they are not credited with the unlimited shelter deduction. The computer allows this deduction when clients are elderly or disabled. Correct coding of the SSD income tells the computer the person is disabled. An income code of SSB does not allow this deduction.



*Food Stamp Policy Analysts*



### Medical Certification Periods

For OPC, OP6 and CHP cases, certification periods are 12 months, effective 1/01/09. So, any date of request after and including 1/01/09 should be certified for 12 months.

For new cases, the initial certification period begins on the effective date for starting medical and includes the following twelve calendar months. Think of the month containing the date of request as a freebee and start counting the months beginning on the 1<sup>st</sup> of the month following the date of request month (DOR=5/07/09, 12 months is 5/2010).

For redeterminations, certification periods are for twelve months. Begin the count on the first of the month following the redetermination month (5/2009 redetermination, 12 months is 5/2010).

*Medical Policy Analysts*

### ERDC Citizenship

There has been some confusion about changes to the ERDC program around the citizenship requirements of the parent/caretaker. A Policy Transmittal was sent out that required parents/caretakers to be citizens or legal aliens in order to be eligible for ERDC benefits. However, due to new guidance on federal regulations we received after the Policy Transmittal was sent out, the change will not be made.

Citizenship of the caretaker is **not** a non-financial requirement of the ERDC program. Only the citizenship/alien status of the child needing care is required. Citizenship for the child is verified by the yes/no boxes on question 2 of the 7470. Alien status needs to be verified on SAVE.

If you have questions, please feel free to contact an analyst by phone or email. Shiela Carter: 503-945-6110, Cassie Day: 503-945-5729, Peggy Cain: 503-945-6247, Lauri Stewart: 503-945-6087, email: Policy, Childcare.

*ERDC Policy Analysts*

## OSIP/OSIPM Eligibility for Mental Health Clients

OSIP/OSIPM eligibility for clients whose primary disability is related to mental health has, in the past, been a mystery to many. However, eligibility for mental health clients only differs from Developmental Disability (DD) and APD clients in a couple of ways.

Mental Health clients in 24-hour residential care can be eligible for OSIPM in a variety of ways. They can be eligible for OSIPM if they are:

- 1) Receiving SSI, or are 1619(a) or 1619(b);
- 2) Have adjusted income below the OSIPM standard (see OAR [461-155-0250](#)); or
- 3) Are eligible for the EPD program.



There is no Home and Community Based Services (HCBS) waiver for Mental Health like there is for APD and DD. Therefore, Mental Health clients cannot be eligible for OSIPM under the 300% of SSI rule. However, if a client in 24-hour MH residential care is not eligible under the criteria listed above, they can still be eligible for OSIPM. OAR 461-160-0540 (2) says:

*“In the OSIPM program, to determine eligibility for non-waivered service clients, the amount of the service payment is added to the adjusted income standard defined in 461-155-0250(3). The sum of the service payment and the OSIPM adjusted income standard must be greater than the client’s adjusted income. If the sum of the service payment and the OSIPM standard is less than the adjusted income, the client is not eligible. For all other OSIPM clients, they are eligible if their adjusted income is less than the OSIPM standard.”*

The service payment cost for a client in a residential facility is found in the POC panel on MMIS.

There is new information on this topic out there! Recently we have made some changes to the Developmental Disability (DD) and Mental Health (MH) eligibility Worker Guide found at: <http://www.dhs.state.or.us/spd/tools/additional/workergd/d.8.htm>

If you have questions, feel free to contact Jeff Stell, Medicaid Policy Analyst, at (503) 945-6834, by Groupwise, or by e-mail: [jeff.stell@state.or.us](mailto:jeff.stell@state.or.us).

## Calculators

**Cal-cu-la-tor** (kal'kye-la'ter) *n.* **1.** A person who performs calculations. **2.** A keyboard machine for the automatic performance of mathematical operations. **3.** A set of mathematical tables used to aid in calculating.

Addition, subtraction, multiplication, division, averages. All are calculations case workers and case managers perform multiple times (excuse the pun) each day. Thank goodness for calculators!

Did you know DHS has multiple “calculators” to assist SSP field staff in determining eligibility? These tools can help determine financial eligibility when you have multiple sources of income or income of non-citizens. There are calculators for TANF, FLSA, Non-Citizen TANF, Domestic Violence, FS, Non-Citizen FS, and EXT and OHP medical programs.

You can access calculators by starting at the [SS Staff Tools](#) website and linking to the respective program, and clicking on Tools and Resources.

*TANF Policy Analysts*



Have a food stamp policy question? Contact our Food Stamp Analysts at Group Wise: Policy, FS



Have an SSP medical policy question? Contact our SSP Medical Analysts at Group Wise: SSP-Policy, Medical



Have an SPD medical policy question? Try the technical assistance guide (TAG) listing all areas, people & numbers: <http://www.dhs.state.or.us/spd/tools/tag.pdf>



# May 2009 Targeted SNAP/Food Stamp Reviews

## 100% Accuracy Honor Roll

0411 Gearhart ADS	1612 Madras SPD	2518 West Portland AS/DS
0913 LaPine SPD	1702 Cave Junction SSP	2911 Tillamook ADS
1211 John Day SPD	1802 Lakeview SSP	3013 Hermiston SPD
1311 Burns SPD	2111 Toledo SSD	3102 Enterprise SSP
1404 Refugee Branch	2202 Lebanon SSP	3112 Enterprise SPD
	2311 Ontario SPD	

## 90% or Better

97.96 Eugene LCOG	2011	94.74 Cottage Grove AAA	2019	91.67 West Eugene SSP	2002
96.67 South Umpqua Center	1002	94.44 Baker City SPD	0111	90.91 Pendleton SPD	3011
96.67 Rogue Family Center	1505	94.12 Toledo DSO	2117	90.00 North Clackamas SSP	0303
96.67 Medford DSO	1517	94.00 SDA 8 Proc Center	1503	90.00 Astoria SSP	0401
96.67 Klamath Falls SPD	1811	93.75 Albany DSO	2217	90.00 Gold Beach SPD	0811
96.67 North Salem ADS	2411	93.33 Corvallis SSP	0201	90.00 Redmond SPD	0914
96.67 Hillsboro SPD	3411	93.33 St. Helens SSP	0501	90.00 Grants Pass DSO	1717
96.43 Gateway Center	1102	93.33 Cottage Grove SSP	2003	90.00 Woodburn ADS	1911
96.00 Portland ADS	3515	93.33 McMinnville ADS	3617	90.00 SDA 4 Proc Center	2203
95.00 St. Helens SPD	0511	93.10 Dallas ADS	2711	90.00 The Dalles SPD	3311

### TRACS Tip:



Due to the recent influx of TANF applicants, you are likely to see former TANF clients reapplying for benefits a year or more after their last active TANF case ended.

When new TANF applicants already have a plan on TRACS, check the plan dates. Close the old plan and start a new plan based on the current date and situation. This will more correctly reflect the circumstances, and will help you avoid problems such as wrong CM case number on the plan and the resulting JAS payment problems.

*Leslie Potter, Business Analyst*

### July

Wheelchair Beautification Month  
National Grilling Month

July 2: Halfway Point of 2009

July 3: Stay out of the Sun Day

July 4: Independence Day (CLOSED)

July 11: World Population Day

July 13: Gruntled Worker's Day

July 20 : Hug Your Kid Day

July 23: Gorgeous Grandma Day

July 27: Korean War Veterans Armistice



### Domestic Violence Template

As you may know, all templates have been removed from TRACS, including the domestic violence templates. The domestic violence templates are still valid tools. We are currently looking at where those templates will be stored. Until a decision has been made, if you'd like a copy of the templates, you can contact Carol Krager at 503-945-5931 or e-mail her through Group Wise. Thanks for your patience during this transition time.



# May 2009 Targeted Medicaid Reviews 100% Accuracy Honor Roll

0901 Bend SSP	1603 Warm Springs SSP	3004 Milton-Freewater SSP
1002 South Umpqua Center	1802 Lakeview SSP	3005 Boardman SSP
1102 Gateway Center	2001 McKenzie Center	3101 La Grande SSP
1301 Burns SSP	2002 West Eugene SSP	3102 Enterprise SSP
1404 Refugee Branch	2202 Lebanon SSP	3301 The Dalles SSP
1601 Prineville SSP	2203 SDA 4 Processing Center	3302 Hood River SSP
1602 Madras SSP	2301 Ontario SSP	3503 ERDC Processing Ctr

## 90% or Better

96.67 North Salem SSP	2402	93.33 Woodburn SSP	1901	90.00 Springfield SSP	1101
93.33 Corvallis SSP	0201	93.33 Cottage Grove SSP	2003	90.00 SE Portland SSP	1401
93.33 Oregon City SSP	0302	93.33 Albany SSP	2201	90.00 Teen Parent SSP	1406
93.33 Astoria SSP	0401	93.33 Keizer SSP	2405	90.00 South Valley SSP	1502
93.33 St. Helens SSP	0501	93.33 McMinnville SSP	3601	90.00 Grants Pass SSP	1701
93.33 SDA 8 Proc Center	1503	91.67 Hermiston SSP	3003	90.00 Cave Junction SSP	1702

### SSP Staff Tools Website Updates

The TANF Section of the SSP Staff Tools website has recently been updated and now includes over 100 tools and resources for the TANF and JOBS/Employment & Self-Sufficiency programs. You can access the information at: <http://www.dhs.state.or.us/caf/ss/tanf/index.html>.

Follow the links to find information on recent changes including the new Non-Needy Caretaker Relative Income Limit and Job Quit/Caretaker Relative in the Need Group policies. Don't forget to check out the links in the menu for even more great TANF resources.

Additional tools and resources will be added and updated as needed. Check it out!

*TANF Policy Analysts*

### Good News!

More people may qualify for unemployment compensation. A new law effective July 2009 adds a new step to how the Oregon Employment Department determines eligibility for unemployment compensation. They will now be able to take into consideration recent months of employment which hadn't been counted previously in looking at what quarters qualified someone for unemployment. The employment department estimates that an additional 4,000 to 6,000 Oregon workers would be potentially eligible for unemployment compensation under this new law. More information on legislative changes will be coming out in an IM on July 15th.

*Carol Krager, TANF Policy Analyst*



**Didja Know??** SSNX (that screen that shows who is an in-home or adult foster care provider) hasn't been showing information since December when MMIS went on-line? The information is now available on SPVF – don't forget to change your Quick Keys!

