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**Farewell to Dr. Felder!**

Medi-Cal Program staff would like to extend our very best wishes to Dr. Henry Felder as he begins a new phase in his life as a retired Los Angeles County Administrator. It has been a pleasure working with you, Dr. Felder. We will miss your leadership, your passion for learning and your encouragement to achieve our goals.



**MC 219 REQUIREMENTS**

Important Information for Persons Requesting Medi-Cal  
(Rights and Responsibilities)

The MC 219 (rev. 02/02) is required at intake and at annual redetermination. For annual redeterminations, the MC 219 is included in the redetermination packet. For applicants requesting a face-to-face interview, the MC 219 is part of the intake packet and it should be reviewed during the interview process. For Mail-In applications, the MC 219 is to be mailed to the applicant when the application is received. The MC 219 is not available thru LEADER, therefore Districts should ensure sufficient supplies are kept for distribution. Supplies may be ordered from MMS via the PA 16. The date the form was provided either in person or by mail must be documented in **Case Comments**.

The applicant/beneficiary is not required to sign and return the MC 219.

Reference: Administrative Directive 4174, dated 8/28/02, ACWDL 00-31, dated 5/18/00 and ACWDL 06-16, dated 5/10/06

**APPLICATION BUT NO SSN---WHAT DO I DO?**

Each person who applies for or receives full-scope Medi-Cal benefits must have or apply for a Social Security Number (SSN). If the person for whom full-scope benefits are being requested does not have a SSN, the EW must approve benefits for the person if otherwise eligible, pending SSN verification.

Staff is required to assist the applicant/beneficiary by explaining how to apply for a SSN and providing them with a MC 194. The applicant/beneficiary has thirty (30) days from the date of the MC 194 referral to verify that an application was made. When the county receives the MC 194 indicating the SSN application is being processed, EWs are to notify the applicant/beneficiary that they must provide the SSN within sixty (60) days of the Social Security Administration date on the completed MC 194. If the applicant/beneficiary cannot provide verification of the SSN due to circumstances beyond their control, staff is to allow additional time for compliance.

Medi-Cal shall not be denied, delayed or discontinued unless the applicant/beneficiary refuses to cooperate, apply for, or provide a SSN for self or a child over 1 year old.



Reference: AD 4061, 02/08/01; MEPM Article 4M-9

**MEDI-CAL TO HEALTHY FAMILIES (HF) REFERRALS**

*Great Job!*

The State has noted our increased number of HF referrals!

When completing the Medi-Cal to Healthy Families Transmittal, (MC 363) make sure the following information is included:

- \* CIN, SSN, DOB, Gender, Relationship to Applicant for all household members including both parents if both are in the household.
- \* Gross income and source of income (earned, unearned).
- \* A copy of the Share of Cost (SOC) Notice of Action which provides the family's income and SOC computation.

Be sure to use the MC 363 dated 07/02; prior versions should be recycled.

*Keep up the Good Work!!!!!!*



**MEDS PRINTOUT**

This is a reminder to staff that cases cannot be transferred unless there is a valid MEDS printout for each aided household member attached to the case. Each MEDS printout must be compared to data on LEADER in the following four fields:

1. MEDS ID = Social Security Number
2. County ID = 19-3N-ABC1234-1-02. Each number and letter of this code must match exactly on MEDS and LEADER.
3. Date of Birth = Review the month, day and year of birth
4. CIN # = Client Index Number

Eligibility Workers must initial each data element on MEDS and LEADER printouts as verification that there were no discrepancies in the review.

Reference: MEDS Exceptions Reference Guide

**AGED AND DISABLED FEDERAL POVERTY LEVEL (A&D FPL) PROGRAM INELIGIBLE COUPLES**

There are instances at the time of intake, re-determination, or when a change of income is reported that a couple may be determined ineligible for the A&D FPL Medi-Cal Program. If, during case processing after EDBC is run, it is determined that they do not qualify for the A&D FPL as a couple, the Eligibility Worker (EW) shall contact them immediately to inform them they have the option to have one of them evaluated for the A&D FPL Program. The EW shall also explain they are to decide which one of them shall be evaluated, and that evaluating only one of them does not guarantee that the individual will automatically be eligible under the A&D FPL Program.

Once the couple has decided which one is to be evaluated, the EW shall perform the following procedures:

- \* From the *Data Collection Subsystem*, select the *LEADER Data Collection Wrap-Up* screen.
- \* Select the *Aged and Disabled* button at the bottom of the screen.
- \* From the *Aged and Disabled Individual Selection* screen, select the individual who is to be evaluated for the A&D FPL Program. Click "OK".
- \* Run EDBC.

LEADER automatically evaluates this individual for the A&D FPL Program, and also evaluates the other person to determine which program he/she is eligible for on the same LEADER case.

Reference: AD No. 4059 Suppl. IV Advance, dated 03/06/03



**INTERCOUNTY TRANSFER (ICTs)**

It is important for staff to ensure that ICTs are processed as quickly as possible. This includes coordinating termination and approval dates with the other county.

A participant's ability to access necessary health care can be jeopardized when the ICT has not been properly and quickly processed. It is imperative for staff to ensure that MEDS correctly reflects the ICT. When Los Angeles is the Receiving County, it is not enough to approve a case on LEADER. Staff must ensure that MEDS also reflects the new status. When Los Angeles is the Sending County, an EW 12 changing the beneficiary's address and "res county" on MEDS must be completed as soon as possible.

Administrative Directive 4449, dated 8/4/03

We want to hear from you

If you have any suggestions about what topics should be discussed in our next Medi-Cal Update, send your suggestions via e-mail to:

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