

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, California 95814



April 14, 2004

ALL COUNTY LETTER NO. 04-14

TO: ALL COUNTY WELFARE DIRECTORS
ALL CalWORKs PROGRAM COORDINATORS

REASON FOR THIS TRANSMITTAL

- State Law Change
- Federal Law or Regulation Change
- Court Order
- Clarification Requested by One or More Counties
- Initiated by CDSS

SUBJECT: CONTINUATION OF MEDI-CAL BENEFITS IN CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) INTERCOUNTY TRANSFER CASES

REFERENCE: CALIFORNIA DEPARTMENT OF HEALTH SERVICES (CDHS) ALL COUNTY WELFARE DIRECTORS LETTERS (ACWDL) 01-17, 01-36, AND 03-12; CDSS ALL COUNTY LETTER (ACL) 02-90, and ALL COUNTY INFORMATION NOTICE (ACIN) I-32-01

The purpose of this ACL is to provide instructions to counties to ensure that Medi-Cal benefits continue for cases that are discontinued from the CalWORKs Program, but at the same time transfer to another county. The federal Center for Medicaid and Medicare Services' policy stipulates that counties cannot require individuals to reapply for Medi-Cal or complete a redetermination based solely on the family moving from one county to another. The CDHS released ACWDL 03-12 to provide counties new Medi-Cal Intercountry Transfer (ICT) instructions to comply with federal policy. This letter provides corresponding instructions for CalWORKs.

Medi-Cal for CalWORKs Cases that Become Ineligible During the Transfer Period

When the receiving county determines that the CalWORKs recipient failed to complete CalWORKs requirements, or is otherwise determined to be ineligible for CalWORKs benefits during the intercounty transfer period, the CalWORKs case will not be authorized for cash aid in the receiving county. The sending county will discontinue the cash aid as soon as timely notice can be provided and convert the case to aid code 38 pending authorization of Medi-Cal as a Medi-Cal ICT in the receiving county. A referral from the receiving county's CalWORKs program to the receiving county's Medi-Cal program is required for an intraprogram transfer and completion of the Medi-Cal ICT. (Refer to the CDHS ACWDL 03-12 for Medi-Cal ICT instructions.)

New Notification and Request for Additional Information Form

To facilitate and standardize the process for the continuation of Medi-Cal benefits, the California Department of Social Services (CDSS) has developed form CW 215A to be used by the receiving county to notify the sending county that the CalWORKs cash aid case will not be picked up in the receiving county and to request additional documentation needed to determine the family's

continued Medi-Cal eligibility. The sending county must provide the requested information to the case worker listed on the CW 215A within ten calendar days. The sending county's ICT packet must contain information necessary for the receiving county's Medi-Cal program to initiate an active Medi-Cal case for the recipient. If the sending county is unable to locate documents or verifications, the sending county must annotate the missing documentation or verification on the CW 215A or MC 360 for the receiving county to follow-up with the recipient at the next redetermination.

Exceptions to Continuing Medi-Cal Benefit Process

A referral to the receiving county for a Medi-Cal ICT is not required for persons discontinued from CalWORKs due to changes in circumstances that terminate cash aid and Medi-Cal benefits for the following reasons:

- loss of California residency
- the recipient's written request to discontinue Medi-Cal benefits
- incarceration*
- death,* or
- the individual is transitioning into another Public Assistance (PA) program that provides Medi-Cal benefits (i.e., Foster Care, SSI, IHSS, AAP, etc.)

**The status of other family members in the case record must be reviewed for ongoing Medi-Cal only eligibility.*

Documents for Medi-Cal ICT Packet

The following is a list of photocopied documents the sending county must include in the ICT packet:

- Current Statement of Facts and appropriate supplements including MC210S-W for Primary Wage Earner
- Identifications and/or social security numbers
- Completed MC 360

When appropriate, the following documents are also required:

- Income or Property Verification
- Pregnancy verification for full scope-benefits
- Proof of Citizenship, Alienage, and Immigration Status
- Other Health Coverage information (DHS-6155)
- Child, Spousal and Medical Support information, CW 2.1s, including any court orders for child/spousal support
- CA-5, Veterans Referral
- Incapacity Verification

Combined Companion Cases

Companion cases are those cases in which some members of the assistance unit receive both CalWORKs and Medi-Cal benefits, while others receive Medi-Cal only. Examples of these types of cases include timed-out adults, sanctioned individuals, and undocumented adults. For

combined companion cases in which the CalWORKs case contains the Medi-Cal-only members, the sending county, when initiating the ICT, must complete both the CW 215 and MC 360 ICT forms, and include all documentation necessary to complete the Medi-Cal ICT in the receiving county. A check box will be added to the CW 215 to indicate that a Medi-Cal ICT is required. Counties should also note in the "receiving county follow-up" section of the MC 360 form that there is a CalWORKs ICT for other family members. This process will alert the receiving county that both a CalWORKs and a Medi-Cal ICT must be completed. Whether the receiving county administers the companion cases jointly under CalWORKs, or separately with CalWORKs and Medi-Cal workers, the sending county's CalWORKs program is not required to set up a separate Medi-Cal case only for the purpose of completing an ICT.

Counties must work together to ensure continuous CalWORKs and Medi-Cal benefits are provided to families during the ICT period. In addition to the new CW 215A, a revised ICT Coordinators list is attached.

If you have any questions regarding this letter, or have changes to the ICT Coordinators list, please contact Paulette Dreher at (916) 654-3386 or via e-mail at: paulette.dreher@dss.ca.gov.

Sincerely,

***Original Document Signed By: '
Bruce Watstaff On April 3, 2004***

BRUCE WAGSTAFF
Deputy Director
Welfare to Work Division

Attachments

c: CWDA
CSAC