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April 1, 2003

**MEDICAID MANUAL (ESS Policy Manual, VOLUME II) TRANSMITTAL NO. 6**

**TO:** County Departments of Family and Children  
Services State Staff

**FROM:** Juanita Blount-Clark, Director  
Division of Family and Children Services

**RE:** 2003 FPL Increases, Clarifications to Adoption Assistance Medicaid Procedures, Removal  
of the Face- to- Face Interview Requirement, Miscellaneous Clarifications and Updates

**PURPOSE:** This transmittal contains the 2003 Federal Poverty Level (FPL) increases for both ABD and Family Medicaid income limits. It also contains three new Sections, two in Chapter 2900, Referrals, and one in Chapter 2800, Children in Placement. Miscellaneous corrections and clarifications are in other sections.

**DISCUSSION:**

Section 2903, Brain & Spinal Injury Trust Fund has been added. This section discusses the purpose and eligibility criteria of the Trust Fund as well as how an application for these funds can be made.

Section 2926, GeorgiaCares has also been added. This section expands the information on GeorgiaCares found in Section 2901, Division of Aging.

Section 2933, Model Waiver Program, replaces Section 2140 of the same name. This section has been moved to the Referrals chapter as this is the more appropriate location. The Model Waiver Program is not a Class of Assistance, but provides additional coverage to respirator or oxygen dependent recipients under age 21 who are already Medicaid eligible. This program should be considered by both Family Medicaid and ABD Medicaid workers.

Appendices A1 and A2 – 2003 FPL income limits have been added. The Institutionalized Hospice PNA has been added to Appendix A1. SGA and Break-Even points were added to Appendix A1.

Appendix F - Forms 297 and 297A have been added to the on-line version of the Manual. Customers may download Form 297, and use it as an application. The expectation remains that county offices will mail an application to clients upon request the same day the request is made. Office of Adoptions Form 403 has also been added to the on-line version of the manual.

**Family Medicaid** – A face-to-face interview has not been required since e-mail MAO 02-13 dated September 30, 2002. This manual transmittal removes reference to the old face-to-face requirement. Lump Sum policy has been updated.

**Children in Placement** – Several Sections in Chapter 2800 have been revised to reflect policy clarifications on Adoption Assistance, Reimbursability and Redeterminations.

Section 2885, Transition From Foster Care to Adoption Assistance Medicaid has been added. This section incorporates information found in ESS County Letter 01-02 and includes procedures for the Revenue Maximization Centers.

**ABD Medicaid** – All references to the QI-2 program have been removed. The age requirements for ICWP have been clarified. Protection of Income for Nursing Home and CCSP classes of assistance has been clarified. Information on 1619B SSI recipients has been added to Section 2579. Clarification of various policies as they relate to Institutionalized Hospice cases has been added in several sections. Throughout the manual, specific references to QMB, SLMB and QI-1 have been replaced with the term “Q-track” where appropriate. This manual transmittal also removes any references to the old face-to-face requirement, and replaces it with current policy, including the requirement for a telephone interview for institutional classes of assistance.

Specific changes to the Sections are discussed briefly under the Comments Section below.

Manual Transmittal 6 includes information found in Medicaid e-mails numbered through 03-05.

**UPDATES:**

Section	Instructions for Manual Maintenance	Comment
2052	Remove and Replace	Page 1 & 2 – Removes references to QI-2
2053	Remove and Replace	Clarifies Three Month's Prior policy in relationship to SSI. Removed system references.
2054	Remove and Replace	Page 2 - clarifies statement regarding eligibility for 60 day transition; Page 2 - adds reference to Appendix B; Removed Face to Face language
2060	Remove and Replace	Pages 1, 2, 4, 7 & 8 – Removes references to QI-2; removed face to face requirement language, including scheduling the appointment, denial for failure to appear, etc. Page 2 - added telephone interview requirement for institutional classes of assistance. The requirement for a Notice of Privacy Practices has been added.
2065	Remove and Replace	Removed face to face requirement language, including scheduling the appointment, interview requirements, how to obtain necessary information, denial for failure to appear, etc. Page 4 - removed financial management requirement. Page 6 - removed requirement for Form 354, Expense Statement
2068	Remove and Replace	Removed face to face requirement language
2101	Remove and Replace	Removes references to QI-2 and Lauren's Head Injury
2111	Remove and Replace	Clarifies Three Month's Prior policy in relationship to SSI. Removed system references.
2131	Remove and Replace	Included reference to Section 2553, Protection of Income for going from NH to CCSP and vice versa. Removed face-to-face references.
2139	Remove and Replace	Clarifies the age qualifications for ICWP. Removed system references.
2140	Remove this Section in its entirety	This Section has moved to 2933
2143	Remove and Replace	Page 4 - Removed references to QI-2

2144	Remove and Replace	Page 3 - Removed references to QI-2
2145	Remove and Replace	Page 3 - Removed references to QI-2
2146	Remove this section in its entirety	Removes Section on QI-2
2180	Remove and Replace	Removed WTM information. Aligned definition of child only case with Section 2250
2182	Remove and Replace	Removed face to face requirement language
2184	Remove and Replace	Removed face to face requirement language
2196	Remove and Replace	Removed face to face requirement language
2201	Remove and Replace	Page 1 & Chart on page 5 - removed references to QI-2
2210	Remove and Replace	Page 1 - Removed references to QI-2
2230	Remove and Replace	Removed QI -2 references and corrected the address for the TPL unit. Consolidated HIPP information. Added address to send trust documents. Added trusts to chart 2230.1.
2235	Remove and Replace	Page 1 - Removed references to QI-2
2250	Remove and Replace	Aligned definition of child only case with Section 2180. Miscellaneous format changes
2312	Remove and Replace	Page 1 - Removed references to QI-2
2313	Remove and Replace	Clarifies promissory note policy - payment on the principal is not necessary.
2342	Remove and Replace	adds Institutionalized Hospice regulations for transfer penalty. Nursing Home rules apply for Institutionalized Hospice. Clarifies when the client must pay the Medicaid rate. Removed system references.
2399	Remove and Replace	Removed references to liquid and non-liquid in the chart; lump sum policy and related references updated/corrected
2405	Remove and Replace	Page 5 - Removed references to QI-2
2430	Remove and Replace	Pages 2 & 10 - Removed references to QI-2
2499	Remove and Replace	Lump sum policy and related references updated/corrected.
2503	Remove and Replace	Pages 2, 4, 6, 7 & 8 – Removed references to QI-2
2506	Remove and Replace	Page 1 - Removed references to QI-2
2507	Remove and Replace	Page 1 - Removed references to QI-2
2508	Remove and Replace	Page 1 - Corrected reference in Parent to Child Deeming
2509	Remove and Replace	Page 1 - Removed references to QI-2
2510	Remove and Replace	Added Inst. Hospice info and removed system references.
2553	Remove and Replace	Income Protection: Added Institutionalized Hospice, added procedures for NH to CCSP and vice versa, expanded the chart for protection of income. Changed “note”, pg. 1, concerning VA-A&A.
2559	Remove and Replace	Added Institutionalized Hospice to PL/CS budgeting. Removed system references.
2579	Remove and Replace	Added information on 1619 SSI individuals. Moved SGA and break-even information to Appendix A-1.
2706	Remove and Replace	Page 2 - Removed references to QI-2
2825	Remove and Replace	Chart 2825.1 – “ the specified relative from whom custody was removed”...replaces the term “legal custodian”.
2850	Remove and Replace	Page 2 - Added discussion on Child Placed with Relatives Pages 3 & 4 - Clarified policy for Adoption Assistance Medicaid for Out of State Child residing in Georgia
2860	Remove and Replace	Page 2 - Clarifies effective date when reimbursability status changes; Page 3 - Removes erroneous statement under Non-IV-E Reimbursable Placements
2870	Remove and Replace	This Section has been renamed “Redeterminations for Children in Placement”. Page 1 - Clarifies in the policy statement that Adoption Assistance Medicaid reviews are yearly. Expands procedures to include steps for all Children in Placement classes of assistance.

2885	Insert after Section 2880	New Section: Transition from Foster Care to Adoption Assistance Medicaid; incorporating policy found in County Letter 01-02.
2895	Remove and Replace	Page 1 - Clarifies that adoption supplements do not have to be established by age 17 for the child to be Medicaid eligible.
2903	Insert after Section 2901	New Section: Brain & Spinal Injury Trust Fund
2926	Insert after Section 2925	New Section: GeorgiaCares
2933	Insert after Section 2930	Model Waiver Program. This section has been moved from Section 2140. Also removes the manual process for the Model Waiver Program, which has been replaced by the SUCCESS to DMA computer interface.
Appendix A1 (2003)	Remove and Replace	Added FPL changes and Institutionalized Hospice PNA
Appendix A2 (2003)	Insert in front of Appendix A2 (2002)	Updated FPL limits for 2003
Appendix F	On-line addition only	Added Forms 297 and 297A to the on-line version only. Continue to order through Central Supply. Adoptions Form 403 has been added to the on-line version only. This form is not available through Central Supply.
Appendix G	Insert in front of MT 5 Cover Letter	Adds Cover Letter for MT 6
TOC - 2100	Remove and Replace	Removes Section 2140 & 2146
TOC - 2800	Remove and Replace	Adds Section 2885
TOC - 2900	Remove and Replace	Adds Sections 2903, 2926, 2933
TOC - Manual	Remove and Replace	Adds Sections 2885, 2903, 2926, 2933, Removes Sections 2140 & 2146

**Pen and Ink Changes:**

Update the Record of Receipt of Manual Transmittals for ESS Policy Manual Volume 2, Medicaid.