



Policy Directive 2020-12-01

Title: Continuous Eligibility Dates at Review

Date: 12/23/2020

From: Policy Managers

Program(s) Impacted: Family Medical Programs

The purpose of this directive is to provide immediate instruction to staff regarding review processing and specifically setting the correct dates for continuous eligibility (CE) at review. The following instruction is effective upon issuance and supersedes existing policy where applicable.

Continuous Eligibility Periods at Review

Per policy found in PM2017-02-01 and reiterated by PM2018-12-02 and PM2019-01-01, when processing a review, eligibility is to process in KEES for the come-up month or first unpaid month, whichever is earlier, even in the event that this will extend the original review period beyond twelve (12) months. The instruction was originally due to delays in the Review Discontinuance Batch and in processing returned reviews and is superseded here.

Effective with this directive, when coverage at review will remain the same or will change in a positive manner (i.e. a reduction/elimination of premium or change from PLT to PLN), the new review period should start in the month following the previously established review period, even if it is already a paid month. The new eligibility period should be established based on the original review period if there is no change or there is a positive change in coverage. As these are not adverse actions, only adequate notice is required as opposed to timely notice which is required for negative changes and discontinuances.

Note: Some examples of adverse actions include discontinuance, an increase in premium, or a switch to a program lower in the Medical Hierarchy (see chart, [KC-7010](#)). KEES indicators of a potential adverse action would also include a 'read-only' EDBC result, or any person showing a status of 'ineligible.'

Example 1: A child is receiving PLN with a review due January 2021. The review is processed on February 8th, so February is already a paid month. The child is determined

PLN eligible. The eligibility worker would run EDBC using the RE run reason for the month of February, establishing a new review period of February 2021 – January 2022.

Example 2: A child is receiving PLN with a review due January 2021. The review is processed on February 8th, so February is already a paid month. When the worker runs EDBC for February, the child is determined PLT eligible with a \$30.00 premium. Because this is an adverse change, the eligibility worker would need to cancel out of the February EDBC and run EDBC again with the RE run reason for the come-up month of March, establishing a new review period of March 2021 – February 2022.

All other existing policies regarding Reconsideration Period and adverse changes or discontinuance at review remain in place at this time.

For questions or concerns related to this document, please contact one of the KDHE Medical Policy Staff below.

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