



Policy Directive 2018-09-02

Title: LIS/MIPPA Application Registration and Processing

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Program impacted: Elderly & Disabled Medical

The purpose of this directive is to provide registration and processing instructions for LIS/MIPPA applications.

A. Registering LIS/MIPPA Applications

LIS/MIPPA applications shall be registered in KEES using the date the application was received by KDHE. This date is normally found on the application PDF in the "KDHE/DCF Date" field, however, there is currently a defect in KEES that causes an incorrect application date of 04/18/2014 to appear. Until this defect is resolved, and the appropriate application date appears on the application PDF, LIS/MIPPA applications shall be registered using the date shown in the "Application Date" field on the e-Application.

The "SSA App Date" shown on the PDF is treated as a request for prior medical and added as a Retro Month in KEES. In situations where the "SSA App Date" is more than three (3) months prior to the "Application Date" shown on the e-Application, then the LIS/MIPPA application is registered using the "SSA App Date" as the date of application with KDHE. This is done to ensure the consumer receives coverage beginning with the month of request with the Social Security Administration.

Consider the following examples.

1. An LIS/MIPPA application is received 8/13/2018, as indicated on the e-Application. The application PDF reflects 4/18/2014 as the KDHE/DCF Date and 6/4/2018 as the SSA App Date, which is the date the consumer filed the original application with the SSA. The 4/18/2014 KDHE/DCF Date on the application PDF is disregarded as it relates to a known KEES defect. The LIS/MIPPA application is registered with 8/13/2018 as the

application date, as that is the date KDHE received the request for assistance. Retro Months are added for 6/2018 and 7/2018.

2. An LIS/MIPPA application is received 8/13/2018, as indicated on the e-Application. The application PDF reflects 4/18/2014 as the KDHE/DCF Date and 4/10/2018 as the SSA App Date, which is the date the consumer filed the original application with the SSA. The 4/18/2014 KDHE/DCF Data on the application PDF is disregarded as it relates to a known KEES defect. Because the SSA App Date is more than three months prior to the date KDHE received the request for assistance, the LIS/MIPPA application is registered with 4/10/2018 as the application date. This allows eligibility to be processed beginning with the month the original request was filed with the SSA.

Clear documentation in the Journal is necessary when the application date in KEES is adjusted to match the SSA App Date.

B. Reported Resources on LIS/MIPPA Applications

A defect has been identified in KEES which causes the resource amounts shown on both the LIS/MIPPA application PDF and the e-Application to be discrepant. Until this defect is resolved, eligibility staff are required to review resources on both the application PDF and e-Application to ensure all known resources are considered and documented appropriately in KEES. For the purposes of this policy, staff shall assume the consumer owns more than one account when a discrepancy is identified between the resource amounts shown on the application PDF and e-Application. See policy memo 2010-10-01 for more information regarding verification of resource information reported on an LIS/MIPPA application.

The "Self-Reported Exceeds the Resource Limit" field on the application PDF provides the applicant's self-attestation of excess resources – "Y" indicates excess resources, "N" indicates there are not excess resources. Currently, a defect exists that causes this field to reflect "N" when the consumer has indeed reported excess resources. Until this defect has been resolved, eligibility staff must disregard the "Self-Reported Exceeds the Resource Limit" field and consider the resource amounts shown on both the application PDF and the e-Application when determining whether the consumer has excess resources.

When the consumer reports having excess resources to the Social Security Administration, a \$1,000,000 resource record appears on the application PDF. This indicates the consumer is over the applicable resource limit and not eligible for any Medicare Savings Program (MSP). In order to properly determine eligibility for MSP, staff must review resources on both the application PDF and the e-Application to ensure all known resources are considered and documented in KEES appropriately. Consider the following examples.

1. An LIS/MIPPA application is received. The application PDF shows a \$1,000,000 cash resource and a bank account with a value of \$17,500. The e-Application shows a bank account with a value of \$0. This means the consumer reported two bank accounts, one with a value of \$17,500 and another with a value of \$0. Both accounts are considered when determining eligibility for MSP and shall be entered in KEES. The \$1,000,000 cash resource is not documented in KEES as it appeared on the application PDF because the consumer reported a bank account with a value that exceeds the applicable resource limit. Eligibility is denied as the consumer's resources exceed the applicable resource limit.

2. An LIS/MIPPA application is received. The application PDF shows a \$1,000,000 cash resource and a bank account with a value of \$200. The e-Application shows a bank account with a value of \$12,000. This means the consumer reported two bank accounts, one with a value of \$200 and another with a value of \$12,000. Both accounts are considered when determining eligibility for MSP and shall be entered in KEES. The \$1,000,000 cash resource is not documented in KEES as it appeared on the application PDF because the consumer reported a bank account with a value that exceeds the applicable resource limit. Eligibility is denied as the consumer's resources exceed the applicable resource limit.
3. An LIS/MIPPA application is received. The application PDF shows a bank account with a value of \$200. The e-Application shows a bank account with a value of \$6,500. This means the consumer reported two bank accounts, one with a value of \$200 and another with a value of \$6,500. Both accounts are considered when determining eligibility for MSP and shall be entered in KEES. Eligibility for MSP is approved as the consumer's resources are below the applicable limit.

Clear documentation in the Journal is necessary when determining eligibility for Medicare Savings Programs based off of an LIS/MIPPA application where discrepant resource records exist.

For questions or concerns related to this document, place contact one of the Medical program staff below.

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