



Policy Directive 2018-11-01

Title: LTC Communication Reporting the Death of a Consumer

Date: 11/15/2018 (End dated 4-1-22)

From: Erin Kelley, Elderly & Disabled Medical Policy Manager

Programs Impacted: Elderly & Disabled Medical Programs

This Policy Directive provides guidance for eligibility staff when processing case maintenance actions related to the reported death of a consumer through the MS-2126, Notification of Facility Admission/Discharge form or ES-3161, Notification of KanCare, HCBS/MFP Changes and Updates form.

Prior to the release of this directive, the MS-2126, Notification of Facility Admission/Discharge, and ES-3161, Notification of KanCare, HCBS/MFP Changes and Updates, were treated as primary verification sources where additional verification of the consumer's date of death was not required. Effective immediately, the MS-2126 and ES-3161 shall be treated as a lead when used to report the death of a consumer to the KanCare Clearinghouse. Secondary verification of the date of death (DOD) is required and must be obtained through another source. Secondary verification sources include SSA (including SDX, TPQY, Bendex), obituaries, etc. The method used to verify the DOD must be documented in the Journal.

As a reminder, date of death must be verified with a secondary source when initially received from the Vital Statistics interface, except when it has been verified by Non-Medical programs. See Policy Memo 2018-10-02 for more information related to verification of date of death reported through the Vital Statistics interface.