

DEPARTMENT OF WORKFORCE  
DEVELOPMENT  
Secretary Roberta Gassman  
201 East Washington Avenue  
P.O. Box 7946  
Madison, WI 53707-7946  
Telephone: (608) 266-7552  
FAX: (608) 266-1784  
www.dwd.state.wi.us



State of Wisconsin  
Governor Jim Doyle

DEPARTMENT OF HEALTH AND  
FAMILY SERVICES  
Secretary Helene Nelson  
1 West Wilson Street  
P.O. Box 7850  
Madison, WI 53707-7850  
Telephone: (608) 266-9622  
FAX: (608) 266-7882  
www.dhfs.wisconsin.gov

TO: **Income Maintenance Supervisors  
Income Maintenance Lead Workers  
Income Maintenance Staff  
W-2 Agencies  
Workforce Development Boards  
Job Center Leads and Managers  
Training Staff  
Child Care Coordinators**

FROM: Amy Mendel-Clemens  
Technical Assistance, Training & Education  
Section  
Bureau of Eligibility Management  
Division of Health Care Financing

BEM/DWS OPERATIONS MEMO					
No:	06-47				
DATE:	10/16/2006				
FS	<input type="checkbox"/>	MA	<input checked="" type="checkbox"/>	SC	<input type="checkbox"/>
CTS	<input type="checkbox"/>	CC	<input type="checkbox"/>	W-2	<input type="checkbox"/>
FSET	<input type="checkbox"/>	EA	<input type="checkbox"/>	CF	<input type="checkbox"/>
JAL	<input type="checkbox"/>	JC	<input type="checkbox"/>	RAP	<input type="checkbox"/>
WIA	<input type="checkbox"/>	Other	EP	<input type="checkbox"/>	★
<b>PRIORITY: HIGH</b>					

**SUBJECT: Wisconsin Well Woman Program and Wisconsin Well Woman Medicaid**

**CROSS REFERENCE:** MEH 5.17 through 5.17.8 and 2.2.1.1.7 through 2.2.2.1.8  
Operations Memo 04-31

**EFFECTIVE DATE: IMMEDIATELY**

### **PURPOSE**

This memo:

1. Revises the allowable start date for Wisconsin Well Woman Medicaid (WWWMA) when women are enrolled in the Wisconsin Well Woman Program (WWWP),
2. Clarifies the WWWMA eligibility determination process for women enrolled through WWWP or Family Planning Waiver Program (FPW), and,
3. Introduces the revised [HCF 10075](#) WWWMA Determination form.

### **BACKGROUND**

Wisconsin Well Woman Program (WWWP) is a Division of Public Health breast and cervical cancer screening program for women. Enrollment and services are coordinated by the Local

Coordinating Agencies. Please note that the WWWP should not be confused with Wisconsin Well Woman Medicaid (WWWMA) which is a full benefit Medicaid program, administered through the IM agency, by manual eligibility processing.

Women become eligible for WWWMA through WWWP or through the FPW. Unlike other types of MA, the initial effective date is not the first of the month in which the client is determined eligible. In no case is the WWWMA effective date to be before the date of diagnosis for cervical or breast cancer.

In addition, the revised [HCF 10075](#) now limits WWWMA presumptive eligibility to US citizens. Women entering WWWMA through WWWP who are not US citizens will have to apply directly to the IM agency since presumptive eligibility will not be available to them. To allow all qualifying women swift access to treatment, all women eligible for WWWMA will have an initial effective date of the date of diagnosis and a med stat code of <CB>.

### **POLICY CHANGE**

In the past, women certified for WWWMA through FPW were to be assigned a WWWMA effective date as of the date of diagnosis. This has not changed. However, women applying for WWWMA from the WWWP were to be given an effective date of the day after the date of diagnosis. This posed no interruption in their cancer treatment because services through WWWMA/PE were available to them. However, because presumptive eligibility is not currently available to non US citizens, and because some women do not access presumptive eligibility for WWWMA, these women would lose a day of WWWMA eligibility and cancer treatment. Additionally, women had different effective dates depending on whether they accessed WWWMA through WWWP or FPW. This policy was confusing for many workers.

Effective immediately, all women initially determined eligible for continuous WWMA through the IM agency should have as their initial effective date the date of their diagnosis of breast, cervical cancer, or precancerous condition of the cervix as listed on the [HCF 10075](#). WWWMA cases are never to be backdated prior to the date of diagnosis given on the [HCF 10075](#).

### **NEW HCF 10075**

The [HCF 10075](#) was updated in July 2006. This updated form clarifies eligibility criteria for the physician (MD, DO) or nurse practitioner (NP) signing the form as "Diagnosing Provider" and the IM agency. Changes include:

1. The client's enrollment in WWWP or FPW is more clearly noted at the top of the form with check boxes.
2. In Part A, the requirement that a client be a US citizen to qualify for WWWMA/PE is explained. Women who are not US citizens will need to apply directly to the IM agency for continuous WWWMA. Women applying for WWWMA are subject to the citizenship and/or identification requirements as described in Operations Memo [06-38](#).
3. In Part B, the requirement that only one of the three specific cancer diagnoses qualify a client for WWWMA is reinforced. If one of these boxes is not checked, the applicant cannot be certified eligible for WWWMA.

4. In Part B, the Presumptive Eligibility dates (inserted by the diagnosing provider for women enrolled through WWWP) can be entered clearly, with beginning and end dates.

### EFFECTIVE DATE OF WWWMA

The effective date of WWWMA for all clients certified eligible is on or after the date of diagnosis. The start date is never prior to the date of diagnosis on the [HCF 10075](#). This applies to clients who qualify through both WWWP and FPW.

### Reminders

- WWWP serves US citizens, documented and undocumented immigrants. WWWP does not follow MA requirements regarding citizenship and identification documentation. WWWMA is a MA program and follows the federal MA requirements regarding citizenship and identification documentation.
- Clients moving from WWWP to WWWMA are new Medicaid applicants, and subject to the citizenship and/or identification documentation requirements unless they have been previously verified as described in Operation's Memos [06-32](#), [06-36](#), [06-38](#) and [06-42](#).
- Clients moving from FPW to WWWMA are classified as recipients, and will not need to provide citizenship and/or identification documentation until their 12 month WWWMA review.
- Clients applying for WWWMA through WWWP with a DPH 4818 and an [HCF 10075](#) are not subject to means (financial) testing. Do not run them through CARES. Clients applying for WWWMA through FPW have qualified financially for WWWMA through their FPW certification. There is no financial test for women enrolled in WWWMA at recertification.
- For ongoing cases, WWWMA eligibility should be terminated according to adverse action logic when a recipient:
  - becomes 65 years of age,
  - becomes eligible for Medicare Part A or Part B or both,
  - is enrolled in private insurance that directly pays for her cancer treatment,
  - obtains another type of full benefit Medicaid (ex., through SSI),
  - leaves Wisconsin, or
  - self-reports that she no longer needs treatment for breast or cervical cancer.

**NOTE** ➤ Check MMIS to confirm your transaction about one week after submitting the [HCF10110](#) to EDS. This is the only way you can be sure that the WWWMA eligibility has been properly applied and an active Forward card has been issued. This is especially important because these clients need essential medical treatment.

### **PROCEDURE**

For new WWWMA cases, the date of receipt of the [HCF 10075](#) is the filing date. Certify the client for 12 months from the filing date and backdate to whichever is more recent:

- a. Up to three months prior to the filing date, or
- b. To the date of the diagnosis as recorded on the [HCF 10075](#),

**Example 1:** Giana applies for WWWMA at the IM agency on September 20, 2006. The HCF 10075 indicates that she is enrolled in WWWP, and she provides a copy of the DPH 4818 documenting her enrollment in the WWWP. Her date of diagnosis on the HCF10075 is August 6, 2006. The WWWMA Presumptive Eligibility dates on the HCF10075 are from August 6 through September 30. Giana meets the following non financial requirements: citizenship/ID documentation, provides a valid SSN, and has no MA or private insurance that will cover her cancer treatment.

Certify Giana using via an HCF10110 effective August 6, 2006 through July 31, 2007 with a CB med stat code.

**Example 2:** Nell applies for WWWMA at the IM agency on September 20, 2006. The HCF10075 indicates that she was enrolled in WWWP and she provides a copy of her DPH 4818. The diagnosis date on her HCF10075 is March 10, 2006. The HCF10075 gives her WWWMA Presumptive Eligibility dates from March 10 through April 30, 2006. Nell meets all non financial requirements for WWWMA eligibility. Because she qualifies for WWWMA three months prior to her application month, backdate eligibility three months from the month of application to June 1, 2006 in addition to her twelve months of eligibility ending on August 31, 2007, using the HCF 10110 to EDS.

**Example 3:** Myrtle applies for WWWMA as a FPW recipient. An HCF10075 is faxed to the IM agency. The HCF10075 is received by the IM agency on September 20, 2006. The FPW "YES" box is checked. The worker checks MMIS and confirms that Myrtle is certified in FPW (FS, FQ, FT, and FB). There is no record of private insurance on Myrtle's MMIS record. The diagnosis date on the HCF10075 is September 10, 2006. The rest of the form is filled out properly. (There is no Presumptive Eligibility for women enrolling in WWWMA through FPW, so those boxes are left blank on the HCF10075). The worker ends the FPW eligibility in CARES as directed in Operations Memo 04-31 and certifies Myrtle with a "CB" med stat code using an HCF10110. The effective date of the WWWMA/CB is September 10, 2006. Eligibility runs through August 31, 2007. The worker should document in CARES case notes (CMCC) that Myrtles FPW closed FPW and she is now eligible for WWWMA.

**Example 4:** Sylvia applies for WWWMA through WWWP. Her HCF10075 and DPH 4818 are received on September 20, 2006. Her diagnosis date on the HCF10075 is August 10, 2006. Sylvia meets all non financial requirements for WWWMA. Her worker notes that Sylvia will be 65 years old on March 15, 2007. The worker certifies Sylvia using an HCF 10110 EDS with med stat code of "CB" from August 10, 2006 through March 31, 2007. The worker informs Sylvia that her eligibility for WWWMA will end the end of the month in which she reaches 65 years of age. The worker will send a termination letter to Sylvia in February of 2007 stating the reason for the eligibility's termination.

## CONTACTS

BEM CARES Information & Problem Resolution Center

★Program Categories – FS – FoodShare, MA – Medicaid, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – Food Stamp Employment and Training, CF – Children First, EA – Emergency Assistance, JAL – Job Access Loan, JC - Job Center Programs, RAP – Refugee Assistance Program, WIA – Workforce Investment Act, Other EP – Other Employment Programs.

DHFS/DHCF/BEM/JW/JE