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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: | 07-63 | | | | |
| DATE: | 11/30/2007 | | | | |
| 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"/> | ★ |
| PRIORITY: MEDIUM | | | | | |

SUBJECT: **Cost Share for PACE or Partnership Members in Community-Based Residential Facilities and Adult Family Homes**

CROSS REFERENCE: None

EFFECTIVE DATE: **JANUARY 1, 2008**

PURPOSE:

This memo is being issued to inform local Income Maintenance (IM) workers of a change in the way that cost share is to be calculated for PACE or Partnership members residing in Community-Based Residential Facilities (CBRF) and Adult Family Homes (AFH).

BACKGROUND

The monthly cost share amount for PACE or Partnership members residing in their own home or in a Residential Care Apartment Complex (RCAC) is determined according to waiver Group A, B, or C policy. This policy is not changing.

The monthly cost share amount for PACE or Partnership members residing in a CBRF or AFH is currently determined as if the individual were residing in a medical institution.

PACE or Partnership members in these substitute care settings are required to contribute all but \$65 of their income (plus allowable deductions), as their cost share. The cost share includes their room and board costs.

POLICY CHANGE

Effective January 1, 2008, the monthly cost share amount for PACE or Partnership members in a CBRF or AFH should be calculated according to waiver Group A, B, or C policy, as appropriate.

The result of this change is that cost share for all PACE or Partnership members living in their own homes or other non-institutional settings (CBRF, AFH, or RCAC) will be determined in the same manner.

PACE or Partnership managed care organizations (MCOs) are being informed of this change in a separate communication. That communication notes that the PACE or Partnership care manager must inform the IM worker of the amount of "room" costs of the individual in a CBRF or AFH for the purpose of determining the Special Housing Allowance used in calculating the cost share amount.

CARES

Until CARES changes can be implemented, the living arrangement, code 24 (AFH) should be selected as the Living Arrangement Type on the Current Demographics page in CWW for individuals enrolled in PACE or Partnership living in a CBRF or AFH. Doing so will allow the cost share of persons in a CBRF or AFH to be calculated according to Group A, B, or C policy.

A list of all PACE or Partnership cases affected by this change, along with the 'room' cost for the individual, will be sent to the local agencies in early December so the cases can be updated prior to adverse action in December.

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.

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