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

FROM: Amy Mendel-Clemens
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BEM/DWS OPERATIONS MEMO			
No:	07-71		
DATE:	12/28/2007		
FS	<input type="checkbox"/>	MA	<input checked="" type="checkbox"/>
CTS	<input type="checkbox"/>	CC	<input type="checkbox"/>
FSET	<input type="checkbox"/>	EA	<input type="checkbox"/>
JAL	<input type="checkbox"/>	JC	<input type="checkbox"/>
WIA	<input type="checkbox"/>	Other	<input type="checkbox"/>
SC	<input type="checkbox"/>	W-2	<input type="checkbox"/>
CF	<input type="checkbox"/>	RAP	<input type="checkbox"/>
EP	<input type="checkbox"/>	★	
PRIORITY: HIGH			

SUBJECT: Family Care Nursing Home and Non-Nursing Home Functional Care Level
Changes

CROSS REFERENCE:

EFFECTIVE DATE: January 1, 2008

PURPOSE

This memo is being issued to inform local Income Maintenance (IM) workers of changes to the Family Care functional levels of care (LOC) that are effective January 1, 2008.

BACKGROUND

Currently there are four Family Care LOCs:

1. Grandfathered
2. Intermediate
3. Comprehensive - non-nursing home
4. Comprehensive - nursing home

An enrollee meeting the Comprehensive nursing home LOC also meets the functional eligibility for Home and Community Based Waiver (HCBW) which allows their Medicaid (MA) eligibility to be determined using the income and asset limits for that program.

Enrollees meeting the Intermediate and Comprehensive non-nursing home LOC do not meet the functional eligibility for HCBW eligibility. Their MA eligibility is determined using the income and asset limits associated with non-Waiver MA.

Under 2007 Wisconsin Act 20 the Intermediate and Comprehensive non-nursing home LOCs will be combined into one non-nursing home LOC. This change is effective January 1, 2008.

POLICY

Beginning January 1, 2008 there are three Family Care LOCs:

1. Grandfathered (which remains unchanged)
2. Nursing Home (formerly Comprehensive NH)
3. Non-Nursing Home (formerly Intermediate and Comprehensive non-NH)

The Comprehensive Nursing Home LOC will now be referred to as the "Nursing Home" functional care level.

Both the Intermediate and the Comprehensive Non-Nursing Home LOCs will now be referred to as the "Non-Nursing Home" LOC.

Individuals who were found functionally eligible for Family Care at the Intermediate or Comprehensive Non-Nursing Home LOC will be considered to have the Non-Nursing Home LOC. These individuals are not subject to Waiver logic in determining their financial eligibility for Family Care. Likewise, individuals who would have qualified for Family Care at the Comprehensive Nursing Home LOC will now receive the Nursing Home LOC. These persons are subject to Waiver logic in determining their financial eligibility for Family Care (if they are 65 or older, or have been determined disabled).

NOTE ➤ There are specific Managed Care Organization (MCO) capitation rates associated with these new levels of care, so it is important that level of care and level of care effective date information are entered accurately in CARES. For a refresher on level of care updates in CARES, please see Operations Memo [04-44](#).

LONG TERM CARE ELIGIBILITY LOC STATUS REPORT

This report will be revised to reflect the changes described above. The Family Care Eligibility field on the Eligibility Results page will indicate: "Nursing Home LOC," "Non-Nursing Home LOC," or "No" (if the person is not functionally eligible for Family Care). A sample is attached to this Memo.

CARES

The following describes the action to be taken in CARES Worker Web (CWW) on the Family Care Information page and the Community Waivers Information page in response to the revised Long Term Care Eligibility LOC Status Report:

If the Family Care Eligibility field on the report indicates a “Nursing Home LOC:”

The Waiver Logic Eligibility field on the report should be answered as “Yes.” Select “Nursing Home LOC” for the Family Care Functional Eligibility field on the Family Care page in CWW. In addition, the Functionally Eligible question on the Community Waivers page should be answered “Y” to determine eligibility using Community Waiver criteria.

If the Family Care Eligibility field on the report indicates a “Non-Nursing Home LOC:” The “Waiver Logic Eligibility” field should be answered as “No.” Select “Non-Nursing Home LOC” for the Family Care Functional Eligibility field on the Family Care page in CWW. In addition, the Functionally Eligible question on the Community Waivers page should be answered “N” to determine eligibility using Family or EBD MA criteria.

If the Family Care Eligibility field on the report indicates “No:”

The “Waiver Logic Eligibility” field should be answered as “No.” Enter “N” in the Family Care Functional Eligibility field on the Family Care page in CWW. In addition, the Functionally Eligible question on the Community Waivers page should be answered “N” to determine eligibility using Family or EBD MA criteria.

LONG TERM CARE FUNCTIONAL SCREEN DATABASE CONVERSION

In early January 2008, the Department will run a conversion to automatically update the Long Term Care Functional Screen Database making the changes to the LOCs described in this memo. This conversion will result in a report of individuals whose Family Care functional eligibility information in CARES will need to be updated, as described below:

- Persons with a current Family Care functional eligibility determination of Intermediate will be converted to Non-Nursing Home on the LTC Functional Screen Database. Because the Family Care functional eligibility field in CWW for such individuals will already indicate a non-NH level of care, no change to CARES will be necessary.
- Persons with a current Family Care functional eligibility determination of Comprehensive (without a NH or DD level of care) will also be converted to Non-Nursing Home on the LTC Functional Screen Database. Because the Family Care functional eligibility field in CWW for such individuals will indicate a nursing home level of care, the worker will need to do the following:
 1. Navigate to the Family Care page and change the Family Care Functional Eligibility field to non-nursing home level of care.
 2. Next, navigate to the Community Waivers page. The Functional Eligibility question should already be answered ‘No’ for these individuals. If it is answered ‘Yes’, update the Begin Month with 01/2008 and answer “N” to the Functionally Eligible question.
 3. Run and confirm eligibility. If the eligibility cascades to Family Care Non-MA (333), do not confirm the Pass. Instead, navigate back to the Family Care page and indicate there is no CMO capacity for this person. Rerun eligibility and confirm the Fail for FC.

- Persons with a current Family Care eligibility determination of Comprehensive (with a NH or DD level of care) will be converted to Nursing Home on the LTC Functional Screen Database. Because the Family Care functional eligibility field in CWW for such individuals will already indicate a nursing home level of care, no update in CARES will be necessary.

A list of all cases affected by this change will be sent to the local agencies so the cases can be updated prior to adverse action in January. It is extremely important to process these cases accurately. If the changes are not done correctly in CARES, the MA eligibility determination may be incorrect and MMIS will continue to pay at the nursing home rate when it should pay using the non nursing home rate.

ATTACHMENT

[Sample - Long Term Care Eligibility LOC Status Report](#)

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/KM