

Self-Employment Enhancements

Kersten Denzin, Income Maintenance Training

Nhialee Yang, Systems

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Income Maintenance Advisory Committee (IMAC) Meeting



Wisconsin Department of Health Services
Division of Medicaid Services

Project Overview

- Background
- Goals

Background

2016

- Review and initial updates of self-employment worker worksheets began
- A self-employment “wish list” began

2017

- Published trainings (Sole-Proprietorships, Partnerships, and Self-Employment Income Report Forms (SEIRFs))
- Re-designed worker worksheets (Sole-Proprietorships and Partnerships)

Background (cont.)

2018

- Redesigned the (Member) SEIRF and (Member) Farm SEIRF
- Published a second SEIRF training
- Redesigned worker worksheets (SEIRF, Farm SEIRF, and S-Corporations)
- Project work began

Goals

1. Enhance CARES and ACCESS to ensure self-employment policies are supported and accurately portrayed by workers, applicants, and members
2. Streamline self-employment processes by reducing:
 - a. Workarounds
 - b. Manual Work
 - c. System deficiencies
3. Improve communication accuracy

Policy Changes

- FoodShare
- Health Care

FoodShare

- Fishing and hunting losses will now be budgeted like farming losses and potentially offset other countable incomes
- [FoodShare Handbook 4.3.3.8](#)

Health Care

- Backdate requests and self-employment
- Budgeting Social Security Income ([Operations Memo 18-05](#))

System Changes

- CWW (Self-Employment page, BC+ Tax Deductions page, Verification Checklist page, and IMQA tool)
- ACCESS
- Correspondences
- IMMR

Self-Employment page

Additional Information			
Individual:	MIS PP 48M PP	Sequence:	1
Business Name:	<input type="text"/>	Business Tax ID:	<input type="text"/>
Business Ownership Type:	SP - SOLE PROPRIETORS		
Business Type:	BK - BAKERY		
When did this business begin?	01 / 2019		
Has this business filed taxes?	N - No	Most Recent Tax Year Filed for Business:	<input type="text"/>
Has a significant change in business occurred?	N - NO	Significant Change Month:	<input type="text"/> / <input type="text"/>
Actively engaged in managing this business?	Yes		
Monthly Hours:	100	Verification:	OW - OTHER ACCEPTABL
Tax/SEIRF Verification Details <input type="button" value="Display Tax/SEIRF Results"/>			
Tax/SEIRF Form:	SEIRF	Tax/SEIRF Form Verification:	? - NOT YET VERIFIED
Number of Months for Average:	<input type="text"/>		
Number of SEIRF Months:	3		
SEIRF Begin Month:	01 / 2019	SEIRF End Month:	03 / 2019

Dynamic Tax Section

Tax/SEIRF Verification Details Display Tax/SEIRF Results

Tax/SEIRF Form: Schedule C Tax/SEIRF Form Verification: TX - TAX RECORDS

Number of Months for Average: 1


Number of SEIRF Months:

SEIRF Begin Month: MM / YYYY SEIRF End Month: MM / YYYY

Tax Form(s)

Sole Proprietorship: IRS Schedule C

• Gross Income:	\$ <input type="text"/> . <input type="text"/>	• Federal, State, and Local Income Tax:	\$ <input type="text"/> . <input type="text"/>
• Gross Income (If Loss):	\$ <input type="text"/> . <input type="text"/>	• Charitable Donations:	\$ <input type="text"/> . <input type="text"/>
• Gross Expense:	\$ <input type="text"/> . <input type="text"/>	• Guaranteed Payments to Partners:	\$ <input type="text"/> . <input type="text"/>
• Depreciation:	\$ <input type="text"/> . <input type="text"/>	• Employer Work-Related Personal Expenses:	\$ <input type="text"/> . <input type="text"/>
• Depletion:	\$ <input type="text"/> . <input type="text"/>	• Work-Related Personal Expenses:	\$ <input type="text"/> . <input type="text"/>
• Amortization:	\$ <input type="text"/> . <input type="text"/>	• Principal Payments on Loans:	\$ <input type="text"/> . <input type="text"/>

 Based on client's response, populate blank fields as '0'

Dynamic SEIRF Section

Tax/SEIRF Verification Details Display Tax/SEIRF Results

Tax/SEIRF Form: Tax/SEIRF Form Verification:

Number of Months for Average:

Number of SEIRF Months:

SEIRF Begin Month: / SEIRF End Month: /

Self-Employment Income Report Forms Export to PDF Expand All Collapse All

SEIRF

SEIRF Month(s): Jan 2019 Feb 2019 Mar 2019

Gross Business Income

- Gross Receipts and/or Sales: \$.
- Other Income - Specify: \$.

Gross Business Expenses

- Wages and Commissions Paid to Employees: \$.
- Advertising, Dues, and Publications: \$.
- Employee Benefit Programs, Pensions, and Profit Sharing: \$.
- Taxes (do not include income taxes): \$.
- Travel: \$.
- Insurance: \$.
- Vehicle: \$.
- Purchase Price of Income-Producing Assets: \$.
- Rent or Lease: \$.
- Principal Payment on Loans: \$.
- Repairs and Maintenance: \$.
- Depreciation: \$.
- Telephone and Utilities: \$.
- Depletion: \$.
- Materials and Supplies: \$.
- Amortization: \$.
- Freight: \$.
- Legal and Professional Fees: \$.

Other Expenses

Description	Amount
<input type="text"/>	\$ <input type="text"/> . <input type="text"/>
<input type="text"/>	\$ <input type="text"/> . <input type="text"/>
<input type="text"/>	\$ <input type="text"/> . <input type="text"/>

Disallowed Expenses For

	FS	MAGI	EBD	CTS	CC	W-2
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Based on client's response, populate blank fields as '0'

Add Additional SEIRF(s)

Self-Employment page

Details and Summary

Monthly Income Details Calculate

	Override Amounts	Override Reason
* Gross Income: \$ <input style="width: 80px;" type="text" value="0"/> . <input style="width: 30px;" type="text" value="00"/>	\$ <input style="width: 80px;" type="text"/> . <input style="width: 30px;" type="text"/>	<input style="width: 100%;" type="text"/> ▼
* Gross Expenses: \$ <input style="width: 80px;" type="text" value="0"/> . <input style="width: 30px;" type="text" value="00"/>	\$ <input style="width: 80px;" type="text"/> . <input style="width: 30px;" type="text"/>	<input style="width: 100%;" type="text"/> ▼
Disallowed Expenses:		
FS: \$ <input style="width: 80px;" type="text" value="0"/> . <input style="width: 30px;" type="text" value="00"/>	\$ <input style="width: 80px;" type="text"/> . <input style="width: 30px;" type="text"/>	<input style="width: 100%;" type="text"/> ▼
MAGI: \$ <input style="width: 80px;" type="text" value="0"/> . <input style="width: 30px;" type="text" value="00"/>	\$ <input style="width: 80px;" type="text"/> . <input style="width: 30px;" type="text"/>	<input style="width: 100%;" type="text"/> ▼
EBD: \$ <input style="width: 80px;" type="text" value="0"/> . <input style="width: 30px;" type="text" value="00"/>	\$ <input style="width: 80px;" type="text"/> . <input style="width: 30px;" type="text"/>	<input style="width: 100%;" type="text"/> ▼
CTS: \$ <input style="width: 80px;" type="text" value="0"/> . <input style="width: 30px;" type="text" value="00"/>	\$ <input style="width: 80px;" type="text"/> . <input style="width: 30px;" type="text"/>	<input style="width: 100%;" type="text"/> ▼
CC: \$ <input style="width: 80px;" type="text" value="0"/> . <input style="width: 30px;" type="text" value="00"/>	\$ <input style="width: 80px;" type="text"/> . <input style="width: 30px;" type="text"/>	<input style="width: 100%;" type="text"/> ▼
W-2: \$ <input style="width: 80px;" type="text" value="0"/> . <input style="width: 30px;" type="text" value="00"/>	\$ <input style="width: 80px;" type="text"/> . <input style="width: 30px;" type="text"/>	<input style="width: 100%;" type="text"/> ▼
Comment:	<div style="text-align: center;"> ↑ ↓ </div>	
Current Size = 0 characters (1000 characters max.)		

Countable Monthly Income Summary

FS: \$	0.00	⊕	CTS: \$	0.00	⊕
MAGI: \$	0.00	⊕	CC: \$	0.00	⊕
EBD: \$	0.00	⊕	W-2: \$	0.00	⊕

Obsolete Information

* Income Discontinued? ▼
 * Date Loss Of Income Reported: / /

⏪ ⏩ Enter New Begin Month: / / Go ⏪ ⏩

BC+ Tax Deductions

BC+ Tax Deductions Gatepost Cancel

Effective Period

Last Updated: 12/26/2018

Ongoing BC+ Tax Deductions

Is anyone in the household planning to claim any of the following BC+ Tax Deductions?

* AD - Alimony:	<input type="text" value="N - No"/>	* AW - Allowable write-in expenses:	<input type="text" value="N - No"/>
* DP - Domestic production activities deduction:	<input type="text" value="N - No"/>	* DS - Deductible part of self-employment tax:	<input type="text" value="N - No"/>
* FO - Fee-based official tax-deductible expenses:	<input type="text" value="N - No"/>	* HE - Higher education expenses:	<input type="text" value="N - No"/>
* IR - Individual retirement account (IRA) contributions:	<input type="text" value="N - No"/>	* LB - Loss from sale of business property:	<input type="text" value="N - No"/>
* MD - Military reserve members tax-deductible expenses:	<input type="text" value="N - No"/>	* OO - Other - Ongoing deduction:	<input type="text" value="N - No"/>
* PA - Performing artists tax-deductible expenses:	<input type="text" value="N - No"/>	* SI - Student loan interest:	<input type="text" value="N - No"/>
* SP - Self-employed SEP, SIMPLE or qualified plan:	<input type="text" value="N - No"/>	* TE - Teachers' tax-deductible expenses:	<input type="text" value="N - No"/>

Calendar Year BC+ Tax Deductions

Is anyone in the household planning to claim any of the following BC+ Tax Deductions? Only select BC+Tax Deductions that were incurred during or after the potential eligibility period.

* MC - Out-of-pocket costs for a job related move?	<input type="text" value="N - No"/>
* OY - Other - Calendar year deduction?	<input type="text" value="N - No"/>
* PW - Penalties for early withdrawal of funds?	<input type="text" value="N - No"/>
* NL - Net operating Loss (NOL)?	<input type="text" value="N - No"/>

BC+ Tax Deductions

BC+ Tax Deductions

Cancel

Selected BC+ Tax Deductions To Be Entered

NL

Effective Period

* Begin Month: 04 / 2019 End Month: MM / YYYY Last Updated:

Delete Reason:

BC+ Tax Deduction Information

* Individual: MIS PP 48M PP Sequence: 0

* Deduction Type: **NL - NET OPERATING LOSS (NOL)**

Deduction Selected: Calendar Year MAGI Tax Deduction

Ongoing Deduction Information

* Frequency Period:

* Total BC+ Amount: \$. * Verification:

* Monthly BC+ Amount: \$.

Calendar Year Deduction Information

* Number of Months: * Incurred Month: MM / YYYY


* Total BC+ Amount: \$. * Verification:

* Monthly BC+ Amount: \$.

Enter New Begin Month: MM / YYYY

Verification Checklist

Verification Checklist Cancel

Application Entry Section	Individual	Type	Pending Information / Verification	Assistance Group / Sequence	
Employment	MIS PP 48M PP	Self Employment : BAKERY	- Tax/SEIRF Form	MI T 01	

Individual **Assistance Group** **Updated on or before**

ALL ALL MM / DD / YYYY

Cancel

IMQA

- New Self-Employment page fields will be represented within the Income Maintenance Quality Assurance (IMQA) tool

ACCESS

- ACCESS Help Text updated
- Self-employment related questions reworded and made required
- Connections made between ACCESS and CARES Worker Web

Correspondences

- Notice of Pending (NOP)
- Notice of Decision (NOD)
- Six Month Report Form (SMRF)
- Self-Employment Income Report Forms (SEIRFs)
- Pre-printed Renewal Form (PPRF)
- Verification Checklist (VCL)

IMMR

- No new reports
- Only three reports in Income Maintenance Management Reports (IMMR) use self-employment data

Impacts

- Affected populations
- Eligibility Determinations
- Case Processing

Affected Populations

- Approximately 8% of all cases statewide have reported self-employment
- A number of individuals may regain eligibility or experience a reduced (or eliminated) premium due to social security being budgeted differently

Eligibility Determination

- Social Security Income will first be added to other income. Then, deductions and losses will be subtracted
- Reported negative income will display as an expense
- Verification Due Date page will display a banner if the number of SEIRFs being sent to the member updates

Case Processing

- Will be a transition period for workers becoming accustomed to the new Self-Employment page
- Conversion processes will be outlined in the Self-Employment Enhancements Operations Memo
- Doubled the amount of sequences CARES Worker Web supports per person

Pre-Release and Post-Release Efforts

- Operations Memos
- CARES Bulletin Demos
- Training
- Q and A Session

Pre-Release and Post-Release

- Self-Employment Enhancements Operations Memo (6/7)
- Social Security Income Budgeting Operations Memo (6/7)
- CARES Bulletin Demos (6/17)
- Re-write of New Worker Training Self-Employment module and Self-Employment Refresher courses (6/17)
- Questions and Answers Session (7/9)

Questions
