BROADCAST TO ALL STAFF
FROM SYSTEMS OPERATIONS

Systems Operations is working on establishing an electronic interface with the Native TANF organizations to share benefit information. This data exchange is still under development. Currently we are processing basic household information as reported to us by the Native TANF organizations. We will begin processing benefits information soon.

As we process this information you will see system-generated alerts on EIS cases receiving Native TANF benefits. Once the interface is fully established, another broadcast will be sent providing more specifics on the types of alerts you will receive and how to access the information on new EIS screens.

We appreciate your patience while we add this new data to our Production database.

From:	DPA EIS Helpdesk
Sent:	Friday, June 29, 2001 3:13 PM
To:	ALL DPA State Associates; ALL DPA Statewide Staff
Cc:	Sturrock, Kathy
Subject:	Child Care Changes

**BROADCAST TO ALL DPA STAFF
FROM SYSTEMS OPERATIONS
AND POLICY AND PROGRAM DEVELOPMENT**

There are several changes to the child care system that will go into effect on 7/1/01. This message explains the child care policy changes, as well as changes that have been made in EIS to accommodate new child care rates and policies. These changes will be incorporated into EIS Procedure 1999-2, as well as the child care manual in the future.

Overview of changes, effective July 1, 2001
1. New state child care rates will be implemented which will raise the rates the state will pay for child care (in most cases). Changes to EIS have been completed to accommodate the new rates.
2. The age categories of children will change as follows:
    a. **Infant:** from 0 months to 18 months to **0 months through 18 months**
    b. **Toddler:** from 18 months to 30 months to **19 months through 36 months**
    c. **Child:** from 30 months to 13 years to **37 months through 6 years**
    d. **School-age children: 7 years through 12 years**
3. Registered (exempt) providers will now be paid at a different rate than licensed providers.
4. There are no longer set rates for special needs care. Rates for children with special needs will be based on a determination of need by the Child Care Resource and Referral agencies. The Resource and Referral agencies will provide our offices with a percentage determination for payment over the amount the child would be eligible for if he or she did not have a special need. Our offices will be responsible for manually determining the payment rate for these children based on the percentage determination received from the Resource and Referral agency.

Updating the Provider Maintenance Screen
To get the new state rates, providers must submit an updated *Provider Rates and Responsibilities form.* Once the *Rates and Responsibilities* form is submitted, the Provider Maintenance Screen must be updated. Rates for providers who do not turn in new rate sheets will remain at the level they are now. The default rate for the new school-age category, if new rates are not submitted by the provider, will be the current rate paid to the provider for children of this age.

As you work your child care authorizations for July and verifications for June, if the provider maintenance screen has been updated, you will see the old rates for June and new rates for July.

The codes for provider status and provider type remain the same, however, providers marked 'R' for registered will now be paid at a different rate than licensed facilities.

Special Needs Category
·   The special needs category no longer has a maximum limit.
·   The "Y" indicator no longer defaults when EIS is coded on the SEPA screen with SS for a social security child. The caseworker must enter the "Y" on the CCPA screen. Once the "Y" is entered it will continue to appear month to month with allowable breaks up to 12 months. The amount field is now blank and requires a manual entry.
·   Children with Special Needs age 13 thru 19 years old, who are coded SS on the SEPA screen, will be coded SN on the CCPA and SNEED on the CCBV.
·   Payment for children with special needs, age 13 thru 19 years old, who are not coded SS on the SEPA screen must be processed through a manual payment.

Child Care Rate Table Changes

With the changes in rates and ages, the new school-age category, and the new payment rate for registered/exempt providers, we are ending the current child care rate table effective 6/30. We have created 5 new tables: the child care age table which lists the ages for each category, an infant rate table, toddler rate table, child rate table and school-age rate table.

Child Care Billing Forms

Billing forms will be updated at the next printing to include the new school-age category. Until then, please use the current billing forms.

If you have system-related questions, please contact Systems Operations Help Desk at **EISHelp@health.state.ak.us**. For Child Care questions please contact Mary Lorence at **Mary_Lorence@health.state.ak.us**

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Broadcast to all DPA Staff
From Systems Operations and the Policy and Program Development Team

Automation of Annual Review Process for APA Recipients Who Receive SSI

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Good News! Earlier this year, an EIS work request was submitted to automate the annual review process for Adult Public Assistance (APA) recipients who also receive Supplemental Security Income (SSI) benefits. This work request has now been completed. June is the last month that APA workers will need to manually process annual APA reviews for SSI recipients.

We have made changes to the job that mails out the review notices on the 15th of each month.

- Effective this month, all APA cases that have a review date set for the current or following month will be automatically checked against the State Data Exchange (SDX) interface - #10 on the INME screen.
- If the most current SDX entry shows a payment status of "C01" indicating that the client is currently in pay status with SSI, <u>and</u> if the SDX entry is less than a year old, EIS will automatically move the review dates for the APA and Medicaid cases forward 12 months.
- No notices will be sent to these clients as a result of this action.

<u>**WHAT THIS MEANS TO YOU**</u>

As part of the transition process, APA/SSI cases due for a review in 6/01 have had their review date moved forward 12 months. Because the review date has been moved forward, there is no need to register a review application. However, because of system limitations, the APA case remains in 6/01, and only the Medicaid case is initialized into 7/01.   July benefits have not been authorized for these cases. Please follow the instructions below for cases due for a review in 6/01 and cases due for review in 7/01.

<u>APA/SSI Cases due for a review in 6/01 </u>
- Initialize the APA case into the system month of 7/01; and
- Authorize APA and Medicaid benefits for the benefit month of 7/01.

<u>APA/SSI Cases due for a review in 7/01 or later</u>
- The APA review process for APA/SSI cases due for a review in 7/01 or later is fully automated.
- Manual processing for these cases is not required.

If you have any system-related questions, please contact the Help Desk at EISHelp@health.state.ak.us <mailto:EISHelp@health.state.ak.us>. If you have policy questions, contact the Policy and Program Development Team at DPAPOLICY@health.state.ak.us <mailto:DPAPOLICY@health.state.ak.us>

From:	DPA EIS Helpdesk
Sent:	Thursday, June 07, 2001 8:50 AM
To:	ALL DPA Statewide Staff; ALL DPA State Associates
Cc:	Sturrock, Kathy
Subject:	EIS Changes for New FS Vehicle Policy

BROADCAST TO ALL STAFF
FROM SYSTEMS OPERATIONS AND THE FOOD STAMP POLICY UNIT

Effective July 1, 2001, Food Stamp Vehicle Exemption codes will change. These changes will be applied to new applications received on or after July 1 and re-certifications beginning July 1. For on-going cases, new vehicles acquired on or after July 1 are entitled to these new total exemptions. Refer to Food Stamp Manual Change #5 for more information about this new policy.

The following codes are now TOTAL EXEMPTION codes in determining Food Stamp eligibility. These codes are to be entered on the VEHI screen in the TO field:

- FT - Basic family transportation
- WS - Used to get to work or school
- WA - Used for an approved work activity

The following codes will no longer be available for use on the VEHI screen:

- PW - Used in a person's work
- WT - Used by client who works out of town
  (The PW and WT codes are no longer needed since all vehicles used in a person's work are now totally exempt using code WS-used to get to work or school)
- LW - Look for work
  (Since job search is an approved work activity, a vehicle used for this purpose will be coded WA - used for an approved work activity.)

Temporary Assistance does not apply an excess fair market value policy, therefore the $4650 Excess Fair Market Value (EFMV) test for Food Stamps will no longer be used. Vehicles that do not meet a total exemption category will have only the equity value counted (FMV minus amount owed).

If you have system-related questions, please contact the Help Desk at EISHelp@health.state.ak.us or DPA EIS Helpdesk. If you have food stamp policy questions, contact Joan Chase, FS Policy Specialist at Joan_Chase@health.state.ak.us

Broadcast to All DPA Staff
From Systems Operations and the Food Stamp Policy Unit

Effective June 1, 2001, a new Food Stamp Resource Exemption code will be added for use on the OTAS (Other Assets) and VEHI (Vehicle) screens.

Food Stamp Program rules allow us to exclude resources that are inaccessible to the food stamp household. Resources that cannot be sold for a significant return are considered "inaccessible". "Significant return" is defined as more than $1500. This exempt resource category includes all non-liquid resources, including vehicles, that have an equity value of $1500 or less. To accommodate this policy, we created a new resource exemption code: "LV - Low Equity Value $1500 or Less."

Use the "LV" code to identify an "inaccessible resource" that has an equity value of $1500 or less. If the equity value entered exceeds $1500, EIS will display the edit message: "Equity is >$1500.00 LV code not allowed."

Resources coded as "LV" on the OTAS or VEHI will be totally excluded in determining food stamp eligibility, yet countable for Temporary Assistance and Medicaid. Refer to the appropriate program policy manuals to determine whether the value of a particular resource is counted.

This policy will be included in the Food Stamp Manual Change #5 which will be distributed to staff the first week in June.

If you have system-related questions, please contact the Help Desk at EISHelp@health.state.ak.us or DPA EIS Helpdesk. If you have food stamp policy questions, contact Joan Chase, FS Policy Specialist at Joan_Chase@health.state.ak.us

BROADCAST TO ALL DPA STAFF
from DIVISION OF MEDICAL ASSISTANCE,
SYSTEMS OPERATIONS and FIELD SERVICES

Effective May 15, 2001, a new Denali KidCare (DKC) Renewal Form (Gen 148) has been implemented in EIS:

- The form will be auto generated with pre-printed client information, allowing the clients to review the pre-printed information, make appropriate changes, sign the form and return it to the DKC office.
- The renewal notice is printed on page 1 of the new DKC Renewal Form. The Z018 and Z009 notices are no longer sent.
- The Z018 and Z009 notices with revised text are recorded (but not sent) on the Notice History Summary (NOHS) screen with the name of the client(s) due for renewal as follows:

  The mailing date of the DKC Renewal Form - Gen 148 will be displayed.
  The notice title of the Z018 will be 'Denali KidCare Renewal Form Due'.
  The notice title of the Z009 will be 'Denali KidCare Renewal Due - 2nd Notice'.
  The Z018 and Z009 will *not* be mailed to the client. Only the new DKC Renewal
  Form - Gen 148, which incorporates the renewal notice language will be sent.

The first clients to receive the new DKC Renewal Form are those scheduled to receive the Z018 notice, with the 05/15/01 notice run. Then beginning 06/15/01, clients due to receive either the Z018 or the Z009 will be sent the DKC Renewal Form.

If you have any system related questions contact, the Help Desk at DPA EIS Helpdesk or at EISHelp@health.state.ak.us. If you have any Medical Assistance policy questions, contact DMA at DMA Policy. For all other questions contact Steve Neel in field services at Steve_Neel@health.state.ak.us.

BROADCAST TO ALL DPA STAFF
from the CHILD CARE PROGRAM and SYSTEMS OPERATIONS

We have completed three work requests which will be effective today, April 11, 2001:

1. The JASP system will now allow payment of an annual registration fee to a child care provider. Prior to this, JASP only allowed a one-time registration fee to a child care provider.

2. The JASP system will alert a worker when care for a fifth child is being authorized to a registered provider. Registered providers are allowed to care for a maximum of 4 children who are not related to them. There may be valid reasons for a registered provider to be authorized to care for more than 4 children (some authorizations may be part-time, the provider may care for children during the evening, some of the children may be related, etc.). However, if you receive this alert, please contact the child care provider and verify that the additional authorizations are appropriate.

3. The JASP system will no longer allow an override of the state maximum payment for a child (the $800-900 payment levels). In unusual cases, where this limit would prohibit the client from pursuing an important self-sufficiency activity, the case manager should discuss the situation with their DPA Office or Team Supervisor, or in the case of contract service providers, the Assistant Regional Manager. Although authorizations exceeding the state maximum payment can still be made, payments can not. A manual payment for the amount exceeding the state maximum payment will need to be requested.

A fourth work request, a change in child care rates is currently being worked. The new rates will take effect for child care services provided in July. **PLEASE DO NOT AUTHORIZE ANY CHILD CARE PAST THE MONTH OF JUNE** until further notice.

Please contact Mary Lorence the Child Care Program Coordinator at Mary_Lorence@health.state.ak.us if you have any child care questions. Contact **DPA EIS Helpdesk** if you have any system related questions.

Broadcast to All Staff
From Systems Operations
and the Food Stamp Policy Unit

Effective June 1, 2001, Food Stamp Program rules will require ineligible ABAWDs to be excluded household members. This means their resources and income are included in determining the eligibility and allotment amount for the eligible food stamp household members. Because of this change in policy, the risk of payment error increases as ABAWDs switch from being seasonally exempt to being subject to the work rules.

In an effort to simplify policy, save caseworker time, and avoid payment errors, FS Policy staff has been granted a waiver to expand the ABAWD seasonal work requirement exemptions due to high unemployment. Effective 5/1/2001:

- Most residents residing in rural Alaska are exempt from ABAWD work requirements year-round due to high unemployment rates.
- Residents of six census areas are exempt from ABAWD work requirements from October to April due to high unemployment during the winter months. These areas include Fairbanks North Star, Kenai, Ketchikan, Kodiak Island, Mat-Su, and Valdez/Cordova.
- Residents of Anchorage, Juneau, Sitka, and Aleutians East census areas are not exempt from the ABAWD work requirement during any time.

The changes to the EIS Table have been made. EIS will automatically exempt residents living in areas covered under the exemption.

The new policy requiring ineligible ABAWDs to be excluded household members is effective June 1, 2001. Additional information will be provided at the end of April. A Food Stamp Manual change containing this new policy will be issued in May.

Please contact Joan Chase, FS Policy Specialist, at Joan_Chase@health.state.ak.us if you have any questions about this food stamp policy. Contact DPA EIS Helpdesk if you have system related questions.

BROADCAST TO ALL STAFF
FROM THE FOOD STAMP POLICY UNIT
AND SYSTEMS OPERATIONS

A new food stamp notice and the revision of another will be available effective April 1, 2001.

NEW Food Stamp Penalty Notice - F787

Responding to requests from caseworkers statewide, we have finally developed a new Food Stamp Penalty Notice. This notice is used to inform the food stamp household of a member's disqualification and length of penalty period. The notice allows the caseworker to provide the household timely notice of adverse action without waiting to process the monthly report form, thus, reducing the delay in imposing the penalty.

REVISED Food Stamp CE Benefit Changes - F711

This notice was revised to include the new category of categorical eligible household - those entitled to TANF post-recipient services after the TANF case closes. We also simplified the language and eliminated the term "categorical eligibility" from the notice text.

Thanks to all who helped in the development and revision of these notices.

If you have any policy questions, please contact Joan Chase at 465-3325 or Joan_Chase@health.state.ak.us <mailto:Joan_Chase@health.state.ak.us> or if you have any system related questions, please send an email message to EISHelp@health.state.ak.us or DPA EIS Helpdesk.

BROADCAST TO ALL DPA STAFF
FROM SYSTEMS OPERATIONS AND
FIELD SERVICES

Effective February 08, 2001 a new Full Service Office (FSO), 'Anchorage Muldoon - 084', has been added to EIS. The FSO 084 is for the Muldoon office only.

We have changed the FSO number on all existing cases in the Muldoon office to 'Anchorage Muldoon - 084'. *Following this date*, any case(s) that need to be CARC'd to the Anchorage Muldoon office will have to be done via the Case Record Control (CARC) screen using 084 in the 'Full Service Office' field.

We have changed the name on the FSO 'Anchorage - 083' to 'Anchorage Gambell - 083'

If you have any system related questions contact the Help Desk via email at eishelp@health.state.ak.us or at DPA EIS Helpdesk. If you have any other questions contact Steve Neel in Field Services at Steve_Neel@health.state.ak.us

From:	DPA EIS Helpdesk
Sent:	Friday, February 09, 2001 9:01 AM
To:	ALL DPA State Associates; ALL DPA Statewide Staff
Cc:	Sturrock, Kathy
Subject:	FS Maximum Shelter Deduction Change

BROADCAST TO ALL DPA STAFF
FROM SYSTEMS OPERATIONS AND THE FOOD STAMP POLICY UNIT

Effective March 1, 2001, Food Stamp Program rules increase the Maximum Shelter Deduction from $521 to $543.

The new higher Maximum Shelter Deduction standard of $543 applies to food stamp cases with new certification periods beginning 3/01/01 and after. This includes:

- New FS applications dated on or after 03/01/01.
- New FS applications denied for February but approved for March.
- On-going FS cases with a new certification period beginning on or after 03/01/01.

Food stamp cases with certification periods beginning prior to 03/01/01 will continue to be budgeted using the current Maximum Shelter Deduction of $521.

This change does not require any action by caseworkers. EIS will automatically apply the appropriate maximum shelter deduction to each case depending on the date the certification period begins.

If you have system-related questions, please contact the Help Desk at EISHelp@health.state.ak.us or DPA EIS Helpdesk. If you have food stamp policy questions, please contact Joan Chase, FS Policy Specialist at Joan_Chase@health.state.ak.us

BROADCAST TO ALL DPA STAFF
FROM SYSTEMS OPERATIONS AND THE FOOD STAMP POLICY UNIT

A Food Stamp Program change requires us to obtain information from the Social Security Administration (SSA) on individuals who are deceased. Beginning January 2001, this information will be available through the SSA's State Verification and Exchange System (SVES).

EIS is programmed to provide you with a match for food stamps clients known to our system who:
- have a participation code of **IN, DF, DI, or DJ** and,
- are in a case with an **open, frozen, pended, received, or suspended status.**

The caseworker SVES inquiry function on the SSDO and the SVIR screens remains the same, but has been enhanced to include a query into the SSA Death Match file for all individuals in a food stamp case. Individual requests will receive a response in 2-3 days, and should include the SSN verification, qualifying quarters of work, prisoner match, death match, and SSA and SSI information.

A new process was developed to replace the monthly prisoner match process that occurs the first weekend of each month. The monthly process is changed to do prisoner and death matches on all newly approved and recertified /reviewed cases for the previous month.

A new case alert **"SVES XXXXXXXXX DEATH MATCH"** will appear on the ETAL when a death match is found. Also, an "X" will appear on the SVRE (State Verification Response) screen in the SSN Verification Code field. The date of the death will appear on page 4 of the interface in the "Other SSNS Assigned or Verification Code Dates" field.

For additional information on SVES interfaces you may refer to EIS Procedures 1996-1, 1997-7, and 1999-7. For system related questions contact the Help Desk at DPA EIS Helpdesk. For Food Stamp questions contact Joan Chase at Joan_Chase@health.state.ak.us.