

# **KEES August 2020 Release for Medical**



# Agenda

Task Inventory

Medical Detail: Premiums

NOAs and Forms

- I013 Annuity Referral Form

- ES-3122 VA Potential Benefit Request Form

- KC-1200 – Pre-Populated Family Medical Review

- KC-1300 – Passive Family Medical Reviews

- KC-1600 – Pre-Populated Elderly and Disabled Review

- KC-1700 – Passive Elderly and Disabled Review

- V008 General Correspondence

- D100 MediKan Approval

- KC-1120 Child Turns 19

NOA Fragments

KEES Changes

Reviews

# Task Inventory



# Task Inventory

Changes have been made to Task Inventory filtering options to make it easier for staff when searching for Tasks.

### Task Inventory

Open Tasks

Closed Tasks

DCF Central Office

DCF East

DCF Kansas City

DCF Outstationed

DCF West

DCF Wichita

KDHE Central Office

KDHE Clearinghouse

KDHE Outstationed

Atchison DCF Office

Chanute DCF Office

Colby DCF Office

Columbus DCF Office

Concordia DCF Office

Curtis State Office Building

DCF Review Office

Dodge City DCF Office

El Dorado DCF Office

Emporia DCF Office

Fort Scott DCF Office

Garden City DCF Office

Goodland DCF Office

Great Bend DCF Office

Queue:

Administrative

Administrative-CH

Alert

Blue

Central Office Fiscal

Concerns

Contact Updates

DCF Central Office

DCF-Outstationed

Data Entry

Data Import

E and D Eligibility

E and D State

Eligibility

Task:

AR Delink Request - Case Delinking

AR Link Request Error

AR Request - Manual AR

AR Request /AR Link Request

Add Adult

Add Child

Add New Person

Add Newborn

Add Pregnant Woman

Address Change

Admin Role Update

Admin Role Update

Adoption Support-Medical

Adoption Support-Subsidy

Review Due:

Worker:

Select

Priority:

Accelerated

Expedited

Expedited 18 Hour

Expedited 48 Hour

KDHE-Passive Review

Status:

New

Assigned

Completed

Rejected

Status Reason:

DCF-Complete

DCF-No Show

DCF-Pending

KDHE-Being Worked

KDHE-New Information

Contact Type:

Lobby

Non-Lobby

Case Number:

Case Name:

Select

Date Range:

From:

To:

Date Type:

App Id:

Assigned to Me:

E-App Source:

Request Number:

Default Filter

Search

Clear

# Task Inventory

A worker is now able to set their own defaults for certain search criteria on the **Task Inventory** page. On the **Task Inventory** page, click the **Default Filter** button.

The screenshot shows the 'Task Inventory' page. At the top, there are tabs for 'Open Tasks' and 'Closed Tasks'. Below these are two columns of dropdown menus: 'Region:' and 'Location:'. The 'Region:' dropdown lists various DCF offices and KDHE locations. The 'Location:' dropdown lists specific DCF offices. Below these are 'Priority:' and 'Status:' dropdowns. The 'Priority:' dropdown lists 'Accelerated', 'Expedited', 'Expedited 18 Hour', 'Expedited 48 Hour', and 'KDHE-Passive Review'. The 'Status:' dropdown lists 'New', 'Assigned', 'Completed', and 'Rejected'. At the bottom, there is a 'Date Range:' section with 'From:' and 'To:' fields. A red arrow points to a 'Default Filter' button located at the bottom left of the page.

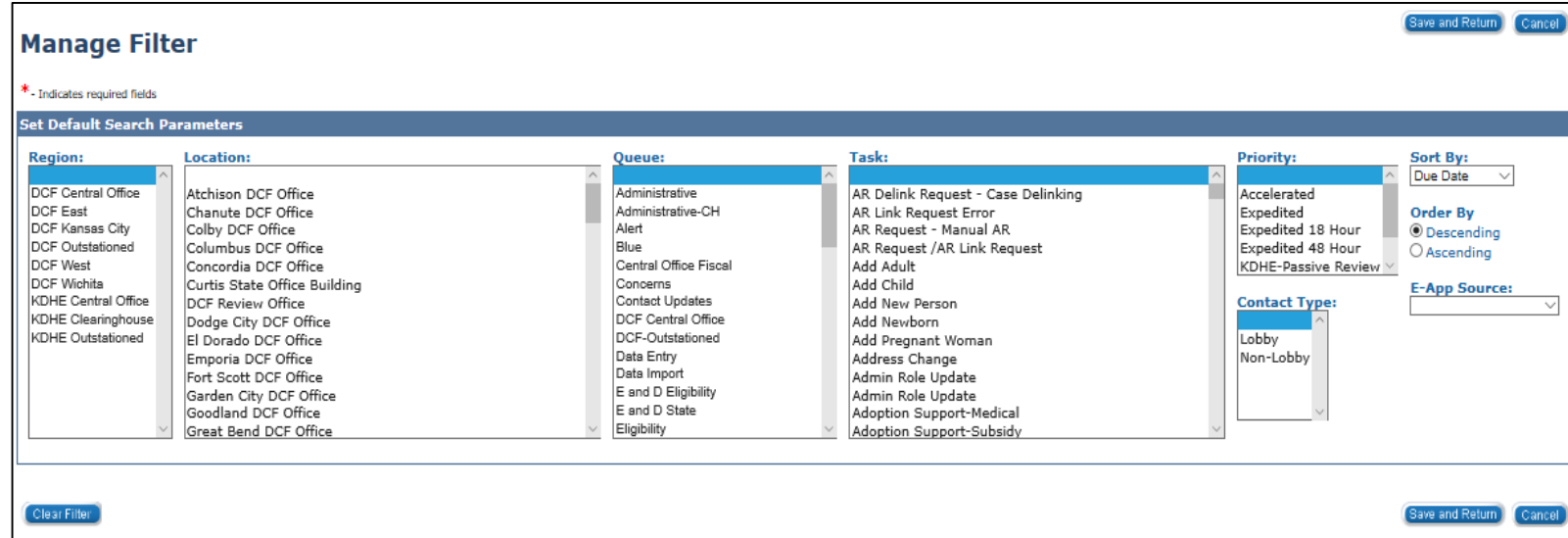
The screenshot shows the 'Manage Filter' page. At the top, there are 'Save and Return' and 'Cancel' buttons. Below is a section titled 'Set Default Search Parameters'. This section contains five dropdown menus: 'Region:', 'Location:', 'Queue:', 'Task:', and 'Priority:'. The 'Region:' dropdown lists various DCF offices and KDHE locations. The 'Location:' dropdown lists specific DCF offices. The 'Queue:' dropdown lists various administrative tasks. The 'Task:' dropdown lists various administrative tasks. The 'Priority:' dropdown lists 'Accelerated', 'Expedited', 'Expedited 18 Hour', 'Expedited 48 Hour', and 'KDHE-Passive Review'. To the right of these dropdowns are 'Sort By:' and 'Order By' options. The 'Sort By:' dropdown is set to 'Due Date'. The 'Order By' options are 'Descending' (selected) and 'Ascending'. Below these is an 'E-App Source:' dropdown. At the bottom, there is a 'Clear Filter' button on the left and 'Save and Return' and 'Cancel' buttons on the right.

The **Manage Filter** page displays. The worker is then able to select their desired search parameters.



On the **Manage Filter** page the worker can select a default for the following fields:

Region  
Location  
Queue  
Task  
Priority  
Contact Type  
Sort By  
Order By  
E-App Source



**Manage Filter**

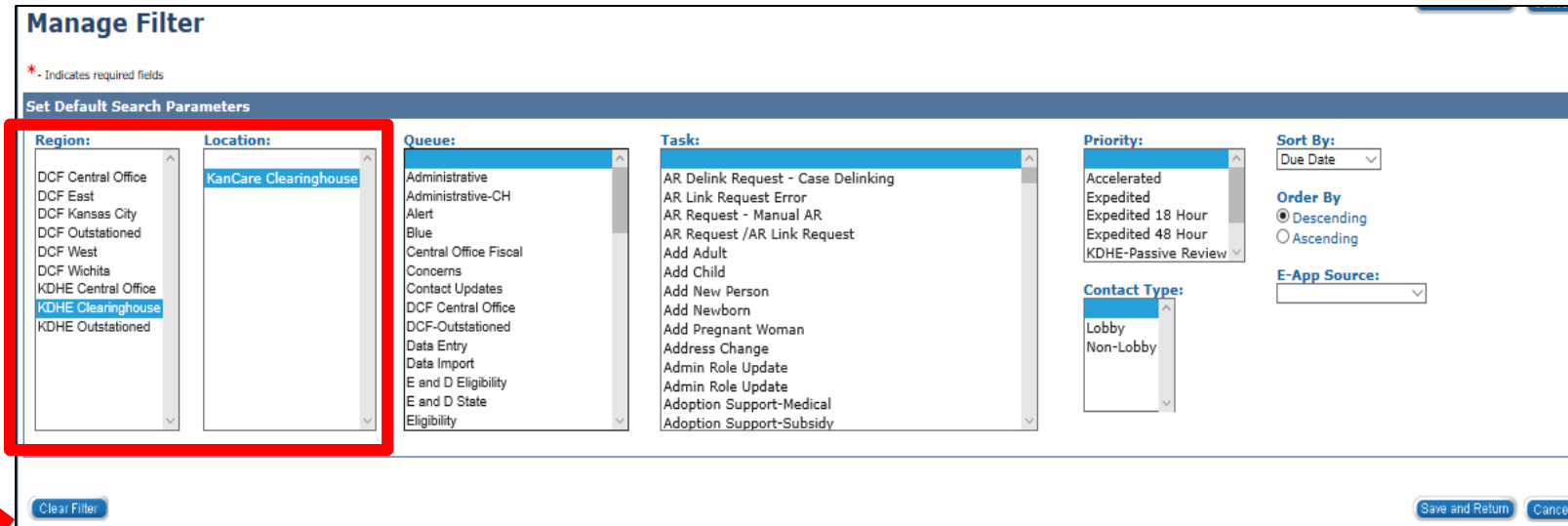
\* - Indicates required fields

**Set Default Search Parameters**

Region:	Location:	Queue:	Task:	Priority:	Sort By:
DCF Central Office DCF East DCF Kansas City DCF Outstationed DCF West DCF Wichita KDHE Central Office KDHE Clearinghouse KDHE Outstationed	Atchison DCF Office Chanute DCF Office Colby DCF Office Columbus DCF Office Concordia DCF Office Curtis State Office Building DCF Review Office Dodge City DCF Office El Dorado DCF Office Emporia DCF Office Fort Scott DCF Office Garden City DCF Office Goodland DCF Office Great Bend DCF Office	Administrative Administrative-CH Alert Blue Central Office Fiscal Concerns Contact Updates DCF Central Office DCF-Outstationed Data Entry Data Import E and D Eligibility E and D State Eligibility	AR Delink Request - Case Delinking AR Link Request Error AR Request - Manual AR AR Request /AR Link Request Add Adult Add Child Add New Person Add Newborn Add Pregnant Woman Address Change Admin Role Update Admin Role Update Adoption Support-Medical Adoption Support-Subsidy	Accelerated Expedited Expedited 18 Hour Expedited 48 Hour KDHE-Passive Review	Due Date  Order By <input checked="" type="radio"/> Descending <input type="radio"/> Ascending E-App Source:

Clear Filter

Save and Return Cancel



**Manage Filter**

\* - Indicates required fields

**Set Default Search Parameters**

Region:	Location:	Queue:	Task:	Priority:	Sort By:
DCF Central Office DCF East DCF Kansas City DCF Outstationed DCF West DCF Wichita KDHE Central Office KDHE Clearinghouse KDHE Outstationed	KanCare Clearinghouse	Administrative Administrative-CH Alert Blue Central Office Fiscal Concerns Contact Updates DCF Central Office DCF-Outstationed Data Entry Data Import E and D Eligibility E and D State Eligibility	AR Delink Request - Case Delinking AR Link Request Error AR Request - Manual AR AR Request /AR Link Request Add Adult Add Child Add New Person Add Newborn Add Pregnant Woman Address Change Admin Role Update Admin Role Update Adoption Support-Medical Adoption Support-Subsidy	Accelerated Expedited Expedited 18 Hour Expedited 48 Hour KDHE-Passive Review	Due Date  Order By <input checked="" type="radio"/> Descending <input type="radio"/> Ascending E-App Source:

Clear Filter

Save and Return Cancel

Staff should only select values for the fields they wish to default every time they complete a search.

Click **Save and Return** to save the selections navigate back to **Task Inventory** page.

**v1.0** The **Clear Filter** button removes all previously saved selections.

## Task Inventory

Open Tasks

Closed Tasks

Region:

DCF Central Office

DCF East

DCF Kansas City

DCF Outstationed

DCF West

DCF Wichita

KDHE Central Office

**KDHE Clearinghouse**

KDHE Outstationed

Location:

KanCare Clearinghouse

Queue:

Administrative

Administrative-CH

Alert

Blue

Central Office Fiscal

Concerns

Contact Updates

DCF Central Office

DCF-Outstationed

Data Entry

Data Import

E and D Eligibility

E and D State

Eligibility

Task:

AR Delink Request - Case Delinking

AR Link Request Error

AR Request - Manual AR

AR Request /AR Link Request

Add Adult

Add Child

Add New Person

Add Newborn

Add Pregnant Woman

Address Change

Admin Role Update

Admin Role Update

Adoption Support-Medical

Adoption Support-Subsidy

Review Due:

Worker:

Select

Priority:

Accelerated

Expedited

Expedited 18 Hour

Expedited 48 Hour

KDHE-Passive Review

Status:

New

Assigned

Completed

Rejected

Status Reason:

DCF-Complete

DCF-No Show

DCF-Pending

KDHE-Being Worked

KDHE-New Information

Contact Type:

Lobby

Non-Lobby

Case Number:

Case Name:

Select

Date Range:

From:

To:

Date Type:

App Id:

Assigned to Me:

E-App Source:

Request Number:

Default Filter

Every time a worker navigates to the **Task Inventory** page the default criteria shows.

The worker has the ability to update the fields that are defaulted and/or select additional search criteria as needed.

Open Tasks

Closed Tasks

Region:

DCF Central Office

DCF East

DCF Kansas City

DCF Outstationed

DCF West

DCF Wichita

KDHE Central Office

**KDHE Clearinghouse**

KDHE Outstationed

Location:

KanCare Clearinghouse

Queue:

Administrative

Administrative-CH

Alert

Blue

Central Office Fiscal

Concerns

Contact Updates

DCF Central Office

DCF-Outstationed

Data Entry

Data Import

E and D Eligibility

E and D State

**Eligibility**

Task:

AR Delink Request - Case Delinking

AR Link Request Error

AR Request - Manual AR

AR Request /AR Link Request

Add Adult

Add Child

Add New Person

Add Newborn

Add Pregnant Woman

Address Change

Admin Role Update

Admin Role Update

Adoption Support-Medical

Adoption Support-Subsidy

Review Due:

Worker:

Select

Priority:

Accelerated

Expedited

Expedited 18 Hour

Expedited 48 Hour

KDHE-Passive Review

Status:

New

Assigned

Completed

Rejected

Status Reason:

DCF-Complete

DCF-No Show

DCF-Pending

KDHE-Being Worked

KDHE-New Information

Contact Type:

Lobby

Non-Lobby

Case Number:

Case Name:

Select

Date Range:

From:

To:

Date Type:

App Id:

Assigned to Me:

E-App Source:

Request Number:

Default Filter

Results per Page: 25 Search Clear

Search Results Summary

Results 1 - 25 of 470

1 2 3 4 5 6 7 8 9 10 Next

# Task Inventory

Search criteria selections are maintained when switching between the **Open Tasks** tab and **Closed Tasks** tabs.

**Task Inventory**

Open Tasks Closed Tasks

**Region:**  
DCF Central Office  
DCF East  
DCF Kansas City  
DCF Outstationed  
DCF West  
DCF Wichita  
KDHE Central Office  
**KDHE Clearinghouse**  
KDHE Outstationed

**Location:**  
**KanCare Clearinghouse**

**Queue:**  
Administrative  
Administrative-CH  
Alert  
Blue  
Central Office Fiscal  
Concerns  
Contact Updates  
DCF Central Office  
DCF-Outstationed  
Data Entry  
Data Import  
E and D Eligibility  
E and D State  
**Eligibility**

**Task:**  
AR Delink Request - Case Delinking  
AR Link Request Error  
AR Request - Manual AR  
AR Request / AR Link Request  
Add Adult  
Add Child  
Add New Person  
Add Newborn  
Add Pregnant Woman  
Address Change  
Admin Role Update  
Admin Role Update  
Adoption Support-Medical  
Adoption Support-Subsidy

**Review Due:**  **Worker:** **Select**

**Case Number:**  **Case Name:** **Select**

**Priority:**  
Accelerated  
Expedited  
Expedited 18 Hour  
Expedited 48 Hour  
KDHE-Passive Review

**Status:**  
**New**  
Assigned  
Completed  
Rejected

**Status Reason:**  
DCF-Complete  
DCF-No Show  
DCF-Pending  
KDHE-Being Worked  
KDHE-New Information

**Contact Type:**  
Lobby  
Non-Lobby

**Date Range:**  
**From:**  **To:**  **Date Type:**  **App Id:**  **Assigned to Me:**  **E-App Source:**  **Request Number:**

**Default Filter**

**Task Inventory**

Open Tasks Closed Tasks

**Region:**  
DCF Central Office  
DCF East  
DCF Kansas City  
DCF Outstationed  
DCF West  
DCF Wichita  
KDHE Central Office  
**KDHE Clearinghouse**  
KDHE Outstationed

**Location:**  
**KanCare Clearinghouse**

**Queue:**  
Administrative  
Administrative-CH  
Alert  
Blue  
Central Office Fiscal  
Concerns  
Contact Updates  
DCF Central Office  
DCF-Outstationed  
Data Entry  
Data Import  
E and D Eligibility  
E and D State  
**Eligibility**

**Task:**  
AR Delink Request - Case Delinking  
AR Link Request Error  
AR Request - Manual AR  
AR Request / AR Link Request  
Add Adult  
Add Child  
Add New Person  
Add Newborn  
Add Pregnant Woman  
Address Change  
Admin Role Update  
Admin Role Update  
Adoption Support-Medical  
Adoption Support-Subsidy

**Review Due:**  **Worker:** **Select**

**Case Number:**  **Case Name:** **Select**

**Priority:**  
Accelerated  
Expedited  
Expedited 18 Hour  
Expedited 48 Hour  
KDHE-Passive Review

**Status:**  
**New**  
Assigned  
**Completed**  
Rejected

**Status Reason:**  
DCF-Complete  
DCF-No Show  
DCF-Pending  
KDHE-Being Worked  
KDHE-New Information

**Contact Type:**  
Lobby  
Non-Lobby

**Date Range:**  
**From:**  **To:**  **Date Type:**  **App Id:**  **Assigned to Me:**  **E-App Source:**  **Request Number:**

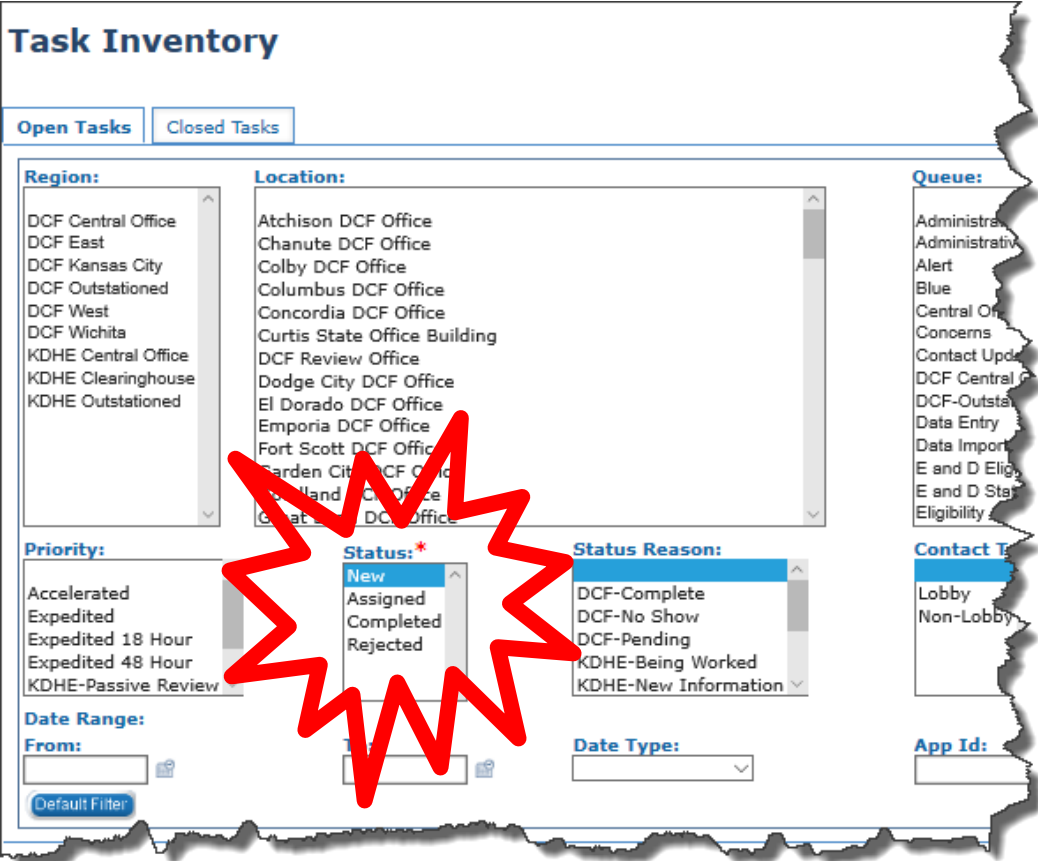
**Default Filter**



The difference between the two tabs is how the **Status** multiselect box defaults:

The Open Tasks tab automatically defaults the **Status** field selection to *New*

The Closed Tasks tab automatically defaults the **Status** field selections to *Completed* and *Rejected*



**Task Inventory**

Open Tasks | Closed Tasks

**Region:**

- DCF Central Office
- DCF East
- DCF Kansas City
- DCF Outstationed
- DCF West
- DCF Wichita
- KDHE Central Office
- KDHE Clearinghouse
- KDHE Outstationed

**Location:**

- Atchison DCF Office
- Chanute DCF Office
- Colby DCF Office
- Columbus DCF Office
- Concordia DCF Office
- Curtis State Office Building
- DCF Review Office
- Dodge City DCF Office
- El Dorado DCF Office
- Emporia DCF Office
- Fort Scott DCF Office
- Garden City DCF Office
- Holland DCF Office
- Great Bend DCF Office

**Queue:**

- Administrative
- Administrative
- Alert
- Blue
- Central Office
- Concerns
- Contact Update
- DCF Central Office
- DCF-Outstationed
- Data Entry
- Data Import
- E and D Eligibility
- E and D Status
- Eligibility

**Priority:**

- Accelerated
- Expedited
- Expedited 18 Hour
- Expedited 48 Hour
- KDHE-Passive Review

**Status:**

- New
- Assigned
- Completed
- Rejected

**Status Reason:**

- DCF-Complete
- DCF-No Show
- DCF-Pending
- KDHE-Being Worked
- KDHE-New Information

**Contact Type:**

- Lobby
- Non-Lobby

**Date Range:**

From: [ ] To: [ ]

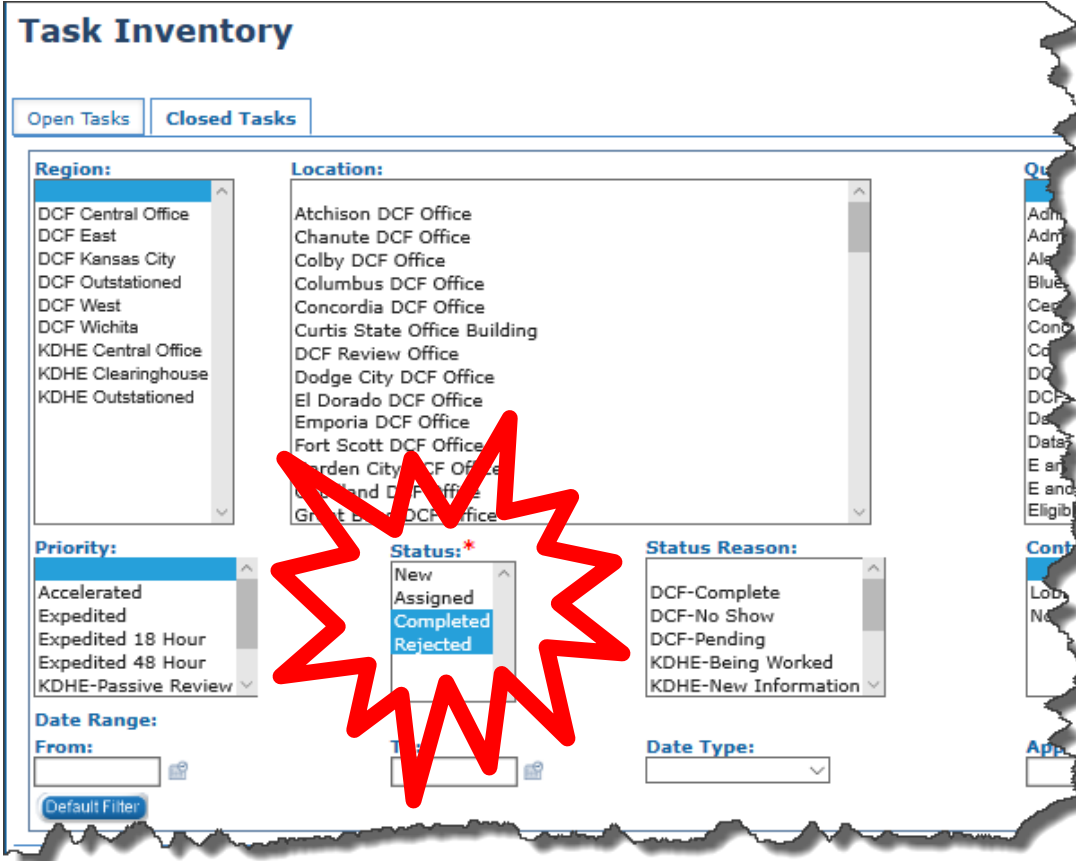
**Date Type:**

[ ]

**App Id:**

[ ]

Default Filter



**Task Inventory**

Open Tasks | Closed Tasks

**Region:**

- DCF Central Office
- DCF East
- DCF Kansas City
- DCF Outstationed
- DCF West
- DCF Wichita
- KDHE Central Office
- KDHE Clearinghouse
- KDHE Outstationed

**Location:**

- Atchison DCF Office
- Chanute DCF Office
- Colby DCF Office
- Columbus DCF Office
- Concordia DCF Office
- Curtis State Office Building
- DCF Review Office
- Dodge City DCF Office
- El Dorado DCF Office
- Emporia DCF Office
- Fort Scott DCF Office
- Garden City DCF Office
- Holland DCF Office
- Great Bend DCF Office

**Queue:**

- Administrative
- Administrative
- Alert
- Blue
- Central Office
- Concerns
- Contact Update
- DCF Central Office
- DCF-Outstationed
- Data Entry
- Data Import
- E and D Eligibility
- E and D Status
- Eligibility

**Priority:**

- Accelerated
- Expedited
- Expedited 18 Hour
- Expedited 48 Hour
- KDHE-Passive Review

**Status:**

- New
- Assigned
- Completed
- Rejected

**Status Reason:**

- DCF-Complete
- DCF-No Show
- DCF-Pending
- KDHE-Being Worked
- KDHE-New Information

**Contact Type:**

- Lobby
- Non-Lobby

**Date Range:**

From: [ ] To: [ ]

**Date Type:**

[ ]

**App Id:**

[ ]

Default Filter

## Task Inventory

Open Tasks Closed Tasks

**Region:**

- DCF Central Office
- DCF East
- DCF Kansas City
- DCF Outstationed
- DCF West
- DCF Wichita
- KDHE Central Office
- KDHE Clearinghouse**
- KDHE Outstationed

**Location:**

- KanCare Clearinghouse**

**Priority:**

- Accelerated
- Expedited
- Expedited 18 Hour
- Expedited 48 Hour
- KDHE-Passive Review

**Status:**

- New**
- Assigned
- Completed
- Rejected

**Date Range:**

From: To: Date Type:

**Default Filter**

## Manage Filter

\* - Indicates required fields

### Set Default Search Parameters

**Region:**

- DCF Central Office
- DCF East
- DCF Kansas City
- DCF Outstationed
- DCF West
- DCF Wichita
- KDHE Central Office
- KDHE Clearinghouse**
- KDHE Outstationed

**Location:**

- KanCare Clearinghouse**

**Queue:**

- Administrative
- Administrative-CH
- Alert
- Blue
- Central Office Fiscal
- Concerns
- Contact Updates
- DCF Central Office
- DCF-Outstationed
- Data Entry
- Data Import
- E and D Eligibility
- E and D State
- Eligibility

**Clear Filter**

A worker can clear and/or set new default search options by clicking the **Default Filter** button to navigate back to the **Manage Filter** page.

The **Clear Filter** button removes all previously saved selections.

## Manage Filter

\* - Indicates required fields

### Set Default Search Parameters

**Region:**

- DCF Central Office
- DCF East
- DCF Kansas City
- DCF Outstationed
- DCF West
- DCF Wichita
- KDHE Central Office
- KDHE Clearinghouse
- KDHE Outstationed

**Location:**

- Atchison DCF Office
- Chanute DCF Office
- Colby DCF Office
- Columbus DCF Office
- Concordia DCF Office
- Curtis State Office Building
- DCF Review Office
- Dodge City DCF Office
- El Dorado DCF Office
- Emporia DCF Office
- Fort Scott DCF Office
- Garden City DCF Office
- Goodland DCF Office
- Great Bend DCF Office

**Queue:**

- Administrative
- Administrative-CH
- Alert
- Blue
- Central Office Fiscal
- Concerns
- Contact Updates
- DCF Central Office
- DCF-Outstationed
- Data Entry
- Data Import
- E and D Eligibility
- E and D State
- Eligibility

**Task:**

- AR Delink Request - Case Delinking
- AR Link Request Error
- AR Request - Manual AR
- AR Request /AR Link Request
- Add Adult
- Add Child
- Add New Person
- Add Pregnant Woman
- Address Change
- Admin Role Update
- Admin Role Update
- Adoption Support-Medical
- Adoption Support-Subsidy

**Priority:**

- Accelerated
- Expedited
- Expedited 18 Hour
- Expedited 48 Hour
- KDHE-Passive Review

**Contact Type:**

- Lobby**
- Non-Lobby

**Sort By:**

Due Date

**Order By:**

☒ Descending ☐ Ascending

**E-App Source:**

**Clear Filter** **Save and Return** **Cancel**

The worker can select new defaults or leave the fields blank then click the **Save and Return** button

Tasks can now be filtered by the Date Type of Completion Date. This value has been added to Task Inventory, Search Results Summary, and Task Details.

### Task Inventory

Open Tasks

Closed Tasks

Region:

DCF Central Office

DCF East

DCF Kansas City

Location:

Atchison DCF Office

Chanute DCF Office

Colby DCF Office

Queue:

Administrative

Administrative-CH

Alert

Task:

AR Delink Request - Case Delinking

AR Link Request Error

AR Request - Manual AR

Review Due:

Workers

Priority:

Accelerated

Expedited

Expedited 18 Hour

Expedited 48 Hour

KDHE-Passive Review

Status:

New

Assigned

Completed

Rejected

Status Reason:

DCF-Complete

DCF-No Show

DCF-Pending

KDHE-Being Worked

KDHE-New Information

Contact Type:

Lobby

Non-Lobby

Case Number:

Case Name:

Select

Date Range:

From:

To:

Date Type:

Completion Date

Created Date

Due Date

Priority Date

Received Date

App Id:

Assigned to Me:

E-App Source:

Request Number:

### Search Results Summary

Results 1 - 25 of 1

Priority	Priority Date	Contact Type	Task	Rec'd Date	Completion Date	Status	Status Reason	Region	e-App Source	Request Number	Me
<input type="checkbox"/> None	8/3/2020		<a href="#">Intake - 710514</a>	02/03/2020	08/03/2020	Completed	KDHE-Being Worked	KDHE	Worker		N

### Task Details

Images

Save and Continue

Cancel

Status:

Completed

Status Reason:

KDHE-Being Worked

Priority:

None

Priority Date:

08/03/2020

Received Date: 02/03/2020

Region: KDHE Clearinghouse

Location: KanCare Clearinghouse

Worker Assigned:

Completion Date: 08/03/2020

Task #: 710514

Queue: Registration

Task: Intake

Created By: adminWS

# **Medical Detail Premiums**



# Medical Detail: Premiums

Changes were made to the **Medical Detail** page. The changes relate to how Premiums are displayed. The below screenshot shows how Premiums are currently displayed on the **Medical Detail** page.

Program Information					
<b>Status:*</b>		<b>Status Reason:</b>		<b>Household Premium Amount:</b>	
Active				0.00	
<b>Application Date:*</b>	<b>Review Begin Month:</b>	<b>Review Due Month:*</b>			
08/07/2018	07/2019	04/2020			
<b>Automatically Reassign When Activated:</b>			<b>Assign To Medical Only:</b>		
Yes			No		
<b>Delinquent CHIP Premiums:</b>					
<b>Delinquent Amount:</b>					
<b>Date:</b>					
<b>Delinquent WH Premiums:</b>					
<b>Delinquent Amount:</b>					
<b>Date:</b>					
<u>CHIP Penalty Period</u>					
<b>Penalty Start:</b>	<b>Penalty End:</b>	<b>Penalty Amount:</b>	<b>Delinquent Month Starts:</b>	<b>Delinquent Month Ends:</b>	<b>Status:</b>
<a href="#">View Penalty History</a>					
<b>Spenddown Status:</b>					





# Medical Detail: Premiums

Here is how Premiums on the **Medical Detail** page will display once the August Release is implemented. We will take a closer look at these changes next.

### Medical Detail

\* - Indicates required fields

09/01/2020

View HistoryTMD/EXTEditClose

Program Information

Status:\*Status Reason:

Active

Application Date:\*Review Begin Month:Review Due Month:\*

01/27/202001/202011/2020

Automatically Reassign When Activated:Assign To Medical Only:Spenddown Status:

NoNo

Household Premium Amount:

20.00

Delinquent Premiums

Delinquent CHIP Premiums:NoDelinquent Amount:Date:

Delinquent WH Premiums:Delinquent Amount:Date:

Penalty Period

CHIP Penalty Start:03/01/2018Penalty End:05/31/2018Penalty Amount:40.00

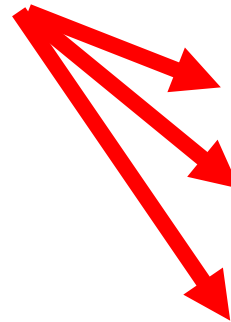
Delinquent Month Starts:12/01/2017Delinquent Month Ends:01/31/2018Status:Shortened

View Penalty History

# Medical Detail: Premiums

Changes to the  
Premiums section  
include the:

- Relocation of the **Household Premium Amount**
- Reformatting of the **Delinquent Premiums** and **Penalty Period** data.



**Medical Detail**

\* - Indicates required fields

09/01/2020

Program Information			
<b>Status:*</b>		<b>Status Reason:</b>	
Active			
<b>Application Date:*</b>	<b>Review Begin Month:</b>	<b>Review Due Month:*</b>	
01/27/2020	01/2020	11/2020	
<b>Automatically Reassign When Activated:</b>		<b>Assign To Medical Only:</b>	<b>Spenddown Status:</b>
No		No	
<b>Household Premium Amount:</b>	20.00		
<u>Delinquent Premiums</u>			
<b>Delinquent CHIP Premiums:</b>	No	<b>Delinquent Amount:</b>	
<b>Delinquent WH Premiums:</b>		<b>Delinquent Amount:</b>	
<u>Penalty Period</u>			
<b>CHIP Penalty Start:</b>	03/01/2018	<b>Penalty End:</b>	05/31/2018
<b>Delinquent Month Starts:</b>	12/01/2017	<b>Delinquent Month Ends:</b>	01/31/2018

## Medical Detail: Premiums

The **Household Premium Amount** displays for CHIP and Working Healthy cases. It is populated by the Medical EDBC Summary page and shows the highest Premium for the household.

**Delinquent Premiums** indicates if there are any past due CHIP or Working Healthy Premiums. The amount and date associated with the delinquency will also be listed.

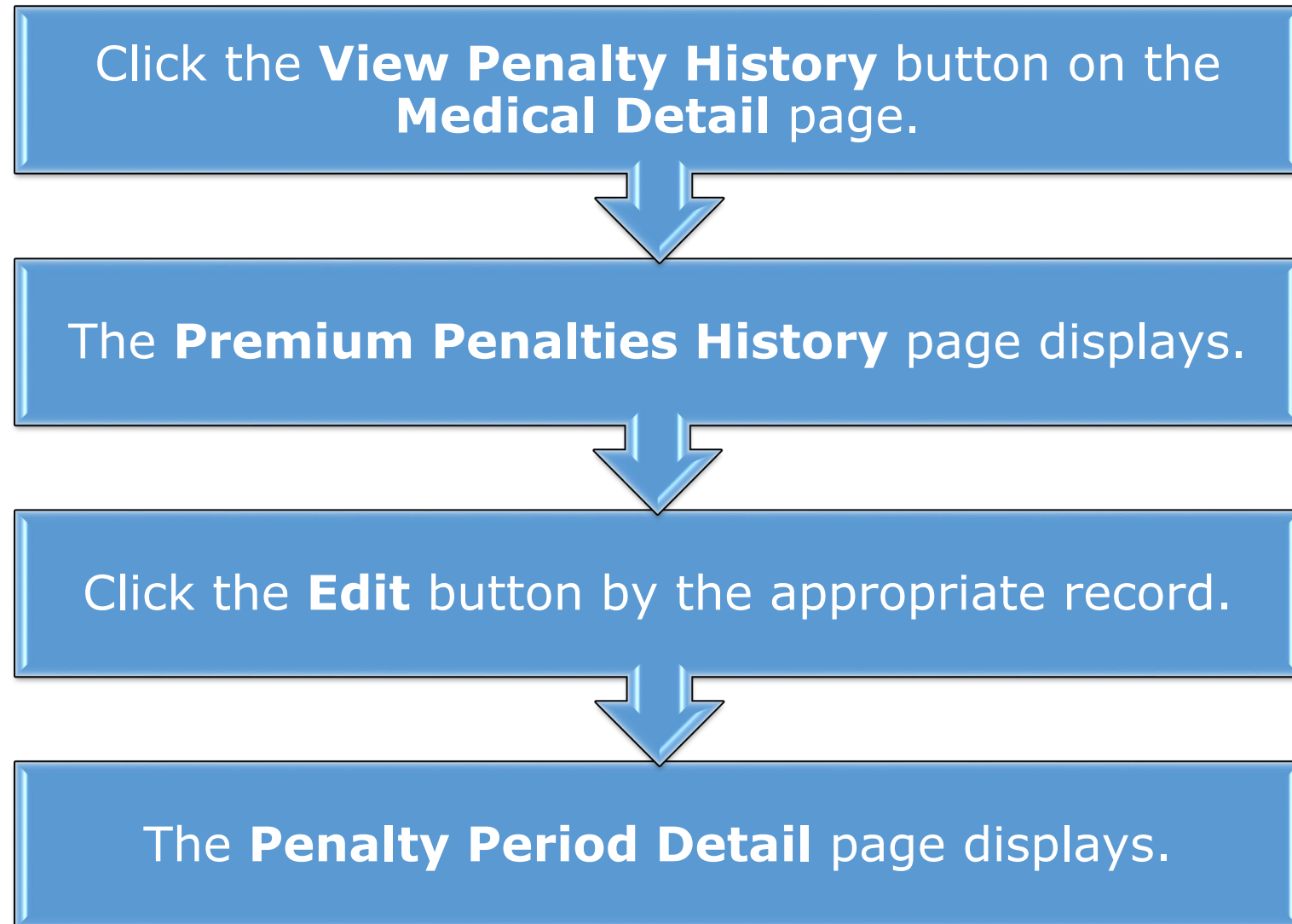
<b>Household Premium Amount:</b>	20.00		
<b>Delinquent Premiums</b>			
<b>Delinquent CHIP Premiums:</b>	No	<b>Delinquent Amount:</b>	<b>Date:</b>
<b>Delinquent WH Premiums:</b>		<b>Delinquent Amount:</b>	<b>Date:</b>
<b>Penalty Period</b>			
<b>CHIP Penalty Start:</b>	03/01/2018	<b>Penalty End:</b>	05/31/2018
<b>Delinquent Month Starts:</b>	12/01/2017	<b>Delinquent Month Ends:</b>	01/31/2018
		<b>Penalty Amount:</b>	40.00
		<b>Status:</b>	Shortened
<a href="#">View Penalty History</a>			

The **Penalty Period** displays the start and end dates as well as the amount of a CHIP Penalty. The Delinquency start, end, and status are also located in this section.

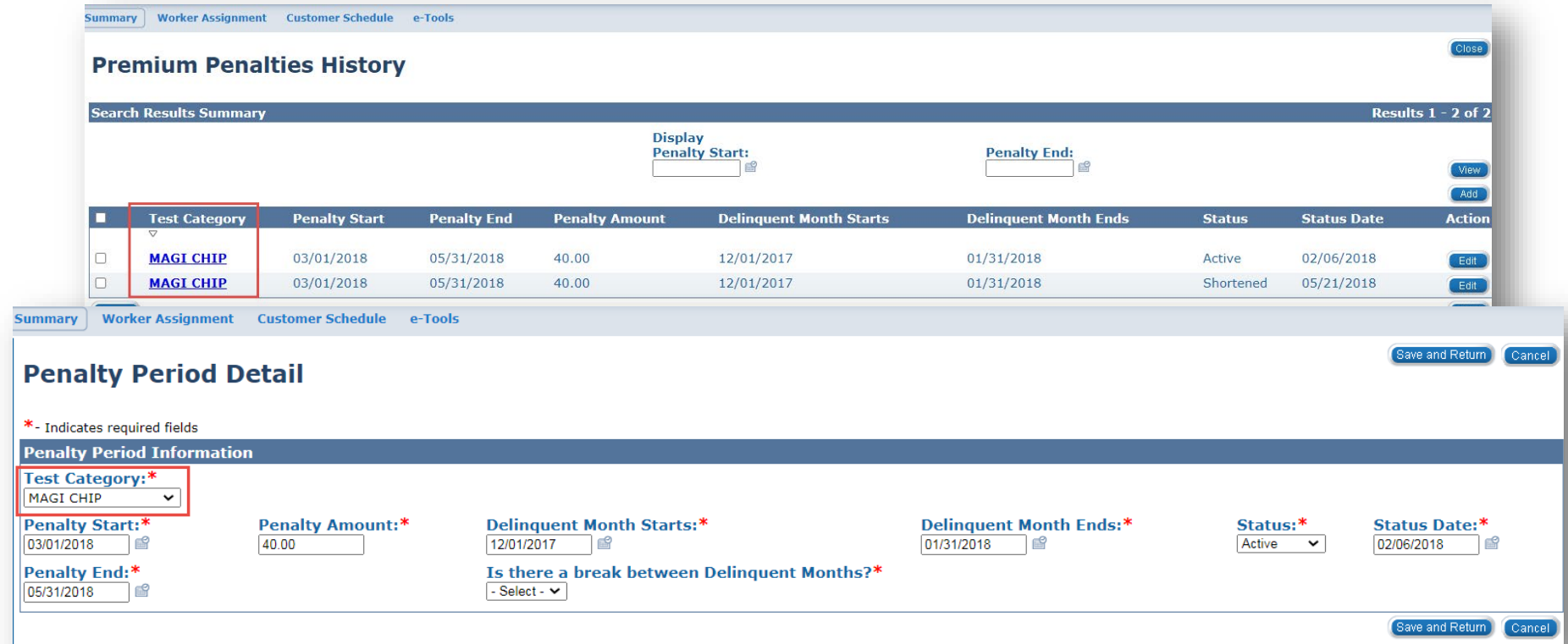


# Premium Penalties & Penalty Period Detail

The final Premium-related changes are found on the **Premium Penalties** and **Penalty Period Detail** pages. The path to both pages is displayed to the right.



# Premium Penalties & Penalty Period Detail



The image shows two screenshots of a web application. The top screenshot is the 'Premium Penalties History' page, which displays a table of penalties. The bottom screenshot is the 'Penalty Period Detail' page, which shows the details for a selected penalty.

**Premium Penalties History**

Search Results Summary Results 1 - 2 of 2

Display Penalty Start:  Penalty End:

<input type="checkbox"/>	Test Category	Penalty Start	Penalty End	Penalty Amount	Delinquent Month Starts	Delinquent Month Ends	Status	Status Date	Action
<input type="checkbox"/>	MAGI CHIP	03/01/2018	05/31/2018	40.00	12/01/2017	01/31/2018	Active	02/06/2018	Edit
<input type="checkbox"/>	MAGI CHIP	03/01/2018	05/31/2018	40.00	12/01/2017	01/31/2018	Shortened	05/21/2018	Edit

**Penalty Period Detail**

\* - Indicates required fields

**Penalty Period Information**

Test Category: \*  
MAGI CHIP

Penalty Start: \* 03/01/2018  
Penalty Amount: \* 40.00  
Delinquent Month Starts: \* 12/01/2017  
Delinquent Month Ends: \* 01/31/2018  
Status: \* Active  
Status Date: \* 02/06/2018

Penalty End: \* 05/31/2018  
Is there a break between Delinquent Months? \* - Select -

A **Test Category** has now been added to the **Premium Penalties History** and **Penalty Period Detail** pages. *MAGI CHIP* should be the only option displayed in the **Test Category** for both pages.





# Forms





# FORMS

The **I013 Annuity Referral** and **ES-3122 VA Potential Benefit Request Forms** are now in KEES.

Adding these forms to KEES simplifies and speeds up the process for Eligibility staff.

Both forms can now be printed centrally and viewed in **Distributed Documents**. The forms will no longer be located in their previous locations as they are to be used in KEES moving forward.

<p>KanCare Clearinghouse PO Box 3599 Topeka, KS 66601-9738</p>	<p></p>	<p>Notice Date: 07/21/2020 Case Name: BARRY CASH Case Number: 20293473 Program: Medical</p>
<p>BARRY CASH 834 S KANSAS AVE TOPEKA, KS 66612-1203</p>		
<p>The State of Kansas has approved the following individual for Long Term Care - Medically Needy medical assistance program: BARRY CASH</p>		
<p>Under U.S.C. 1917(c)(1)(F), the State of Kansas must be named as a preferred remainder beneficiary of an annuity owned by a Medicaid beneficiary, or the spouse of the beneficiary, receiving long term care assistance. Kansas Medicaid will recover from the funds remaining in the contract at the time of death, up to the amount of medical assistance paid.</p>		
<p>Our records indicate that the individual is currently residing at the address shown above. Please list the address of this individual, or by the individual, within 90 days of the date of this notice.</p>		
<p>KanCare Clearinghouse PO Box 3599 Topeka, KS 66601-9738</p>		
<p>If you have questions call: KanCare Clearinghouse at (800) 792-4884 between the hours of 8 AM and 5 PM Monday through Friday. BARRY CASH</p>		

<p>KanCare Clearinghouse PO Box 3599 Topeka, KS 66601-9738</p>	<p></p>	<p>Notice Date: 07/16/2020 Case Name: BARRY CASH Case Number: 20293473 Program: Medical</p>
<p><b>VETERANS ADMINISTRATION POTENTIAL BENEFITS REQUEST</b></p>		
<p>Name of Applicant or Recipient: BARRY CASH Social Security Number: [REDACTED] Case Number: 20293473</p>		
<p>The person whose name is shown above may be eligible for benefits from the Department of Veterans Affairs (VA). As a condition of eligibility for medical assistance, this person must file for any VA benefits they are potentially eligible to receive.</p>		
<p>When this person appears for their scheduled interview, they will sign and date the Authorization to Release Information below and give you this form. Please complete, sign and date the Organization Response section below and return to the person. They will return the completed form to the KanCare Clearinghouse to confirm they have made contact with your organization.</p>		
<p>Thank you for your assistance.</p>		
<p><b>AUTHORIZATION TO RELEASE INFORMATION</b></p>		
<p>I hereby authorize the Kansas Department of Health and Environment Division of Health Care Finance to release the information shown above. I also authorize your organization to release any information to the Kansas Department of Health and Environment Division of Health Care Finance about any claim I have filed or intend to file with your organization.</p>		
<p>Signature: _____ Date: _____</p>		


**Consumers should return these forms to the KanCare Clearinghouse.**

# FORMS

The **I013 Annuity Referral Form** is now a KEES Form that auto-populates with:

1. Consumer Name
2. The date the form was generated, which is used to determine the due date for returning the form with the required verifications.
3. Name and address of the office to which the case is assigned.
4. Office phone
5. Consumer Name or name of the person who should receive additional correspondence.

KanCare Clearinghouse  
PO Box 3599  
Topeka, KS 66601-9738



Notice Date: 07/21/2020  
Case Name: BARRY CASH  
Case Number: 20293473  
Program: Medical

BARRY CASH  
834 S KANSAS AVE  
TOPEKA, KS 66612-1203

---

The State of Kansas has approved the following individual for Long Term Care - Medically Needy medical assistance program: **BARRY CASH**

Under U.S.C. 1917(c)(1)(F), the State of Kansas must be named as a preferred remainder beneficiary of an annuity owned by a Medicaid beneficiary, or the spouse of the beneficiary, receiving long term care assistance. Kansas Medicaid will recover from the funds remaining in the contract at the time of death, up to the amount of medical assistance paid.

Our records indicate that this individual, or the individual's spouse, owns at least one annuity issued by your company. Please list the State of Kansas as the remainder beneficiary for all annuities owned by this individual, or by the individual's spouse, and return this form along with verification of the change in beneficiary within 90 days of **07/21/2020**

KanCare Clearinghouse  
PO Box 3599  
Topeka, KS 66601-9738

If you have questions call: KanCare Clearinghouse **(800) 792-4884** between the hours of 8 AM and 5 PM Monday through Friday.  
**BARRY CASH**


---

I013 Page 1 of 2

[Print](#) [Save and Print Locally](#) [Save and Print Centrally](#)

**NOTE:**  
None of the pre-populated fields in the **Annuity Referral Form** are editable.

KanCare Clearinghouse  
PO Box 3599  
Topeka, KS 66601-9738



**Notice Date:** 08/12/2020  
**Case Name:** [REDACTED]  
**Case Number:** [REDACTED]  
**Program:** Medical

**VETERANS ADMINISTRATION POTENTIAL BENEFITS REQUEST**

Name of Applicant or Recipient: [REDACTED]  
 Social Security Number: [REDACTED] Case Number: [REDACTED]

The person whose name is shown above may be eligible for benefits from the Department of Veterans Affairs (VA). As a condition of eligibility for medical assistance, this person must file for any VA benefits they are potentially eligible to receive.

We told this person to contact your office to make an appointment to see if you could help them apply for VA benefits.

We understand that in some cases the person can get a lower benefit if they apply now but a higher benefit if they apply later. However, they cannot wait. To be eligible for medical assistance, they must apply now and take whatever benefit the VA will give, even if that is a reduced amount.

When this person appears for their scheduled interview, they will sign and date the Authorization to Release Information below and give you this form. Please complete, sign and date the Organization Response section below and return to the person. They will return the completed form to the KanCare Clearinghouse to confirm they have made contact with your organization.

Thank you for your assistance.

**AUTHORIZATION TO RELEASE INFORMATION**

I hereby authorize the Kansas Department of Health and Environment Division of Health Care Finance to release the information shown above. I also authorize your organization to release any information to the Kansas Department of Health and Environment Division of Health Care Finance about any claim I have filed or intend to file with your organization.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## The **ES-3122 VA Potential Benefit Request Form** is now in KEES.

1. The **Name of Applicant or Recipient** field auto-populates with the Primary Applicant's name, but is also editable. If the request is for the Spouse, Eligibility staff can delete the PA's name from this field and enter the Spouse's instead.
2. The **Social Security Number** field is not auto-populated and needs to be completed by the Eligibility worker.

# FORMS

- KC-1200 Pre-Populated Family Medical Review
- KC-1300 Passive Family Medical Reviews
- KC-1600 Pre-Populated Elderly and Disabled Review
- KC-1700 Passive Elderly and Disabled Review

The *Review Your Health Insurance* and *Other Health Insurance* tables in these four forms will now populate with both private health insurance plans as well as Medicare when applicable. This information is auto-populated from the **Third Party Liability – Other Insurance List (TPL)** page and the **Medicare Expense List** page.

## F. Review your Health Insurance

We have listed the information you told us. Tell us about changes.

Name	Name of Insurance	Any Change?
BARRY CASH	BLUE CROSS BLUE SHIELD	<input type="checkbox"/> No <input type="checkbox"/> Yes

Is there any change in any of the health insurance listed above? ☐ No ☐ Yes If yes, answer the question in Step3.

NOTE: Another change is the *removal* of the Premium amount from the **Other Health Insurance** pre-populated review forms.

## Other Health Insurance

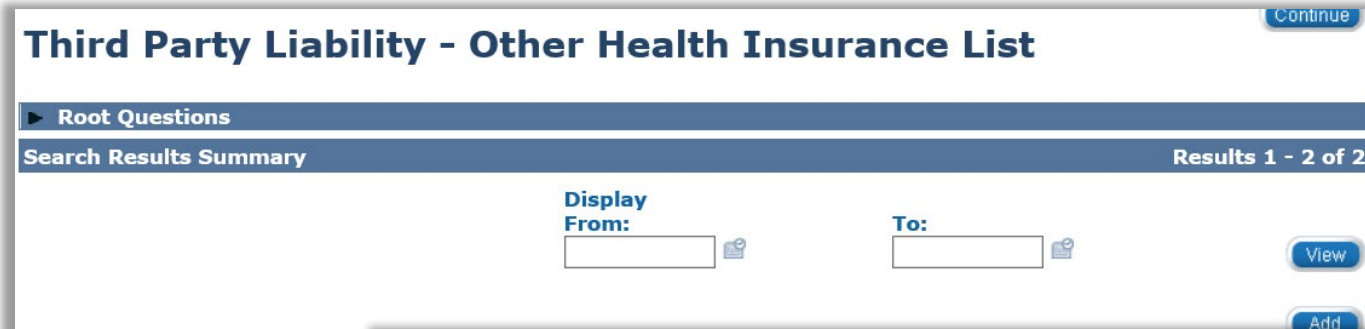
Our records show the following health insurance for your household. If anyone has dropped, added or changed coverage, tell us now.

Person:	Insurance/Company:
BARRY CASH	BLUE CROSS BLUE SHIELD



# FORMS

- KC-1200 Pre-Populated Family Medical Review
- KC-1300 Passive Family Medical Reviews
- KC-1600 Pre-Populated Elderly and Disabled Review
- KC-1700 Passive Elderly and Disabled Review



**Third Party Liability - Other Health Insurance List**

Root Questions

Search Results Summary Results 1 - 2 of 2

Display From: To:

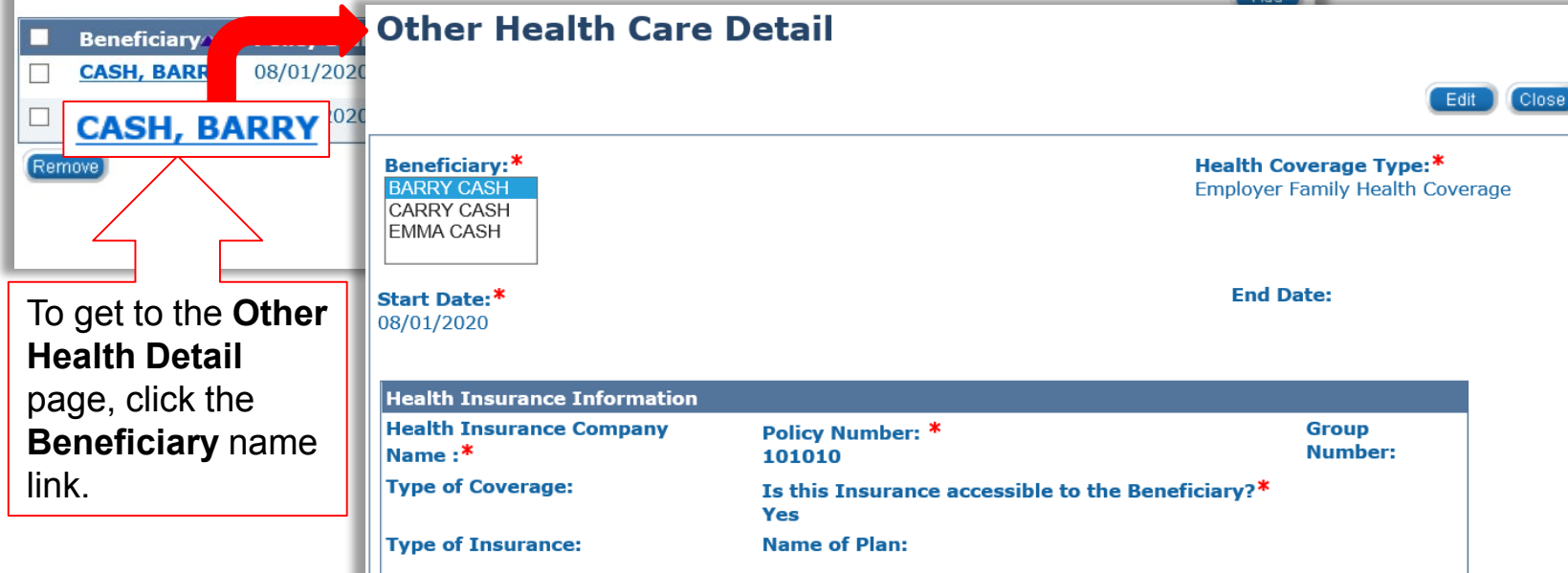
View Add

Beneficiary: CASH, BARRY 08/01/2020

CASH, BARRY 020

Remove

Staff should go to the **TPL** to review the **Other Health Care Detail** page to check insurance information to make sure it is *correct and up-to-date*.



**Other Health Care Detail**

Edit Close

Beneficiary: \*  
BARRY CASH  
CARRY CASH  
EMMA CASH

Health Coverage Type: \*  
Employer Family Health Coverage

Start Date: \*  
08/01/2020

End Date:

Health Insurance Information

Health Insurance Company Name: *	Policy Number: * 101010	Group Number:
Type of Coverage:	Is this Insurance accessible to the Beneficiary? * Yes	
Type of Insurance:	Name of Plan:	


To get to the **Other Health Detail** page, click the **Beneficiary** name link.

Failure to check this information results:

- ✓ in wrong information,
- ✓ calls to the KEES Help Desk, and
- ✓ consumer confusion.

# FORMS

KanCare Clearinghouse  
PO Box 3599  
Topeka, KS 66601-9738



Notice Date: 07/23/2020  
Case Name: BARRY CASH  
Case Number: 20293473  
Program: Medical


BARRY CASH  
834 S KANSAS AVE  
TOPEKA, KS 66612-1203

---

## General Correspondence

If you have questions, call KanCare Clearinghouse at (800) 792-4884 between the hours of 8 am and 5 pm Monday through Friday.  
Copies sent to: BARRY CASH


---

V008 Page 1 of 2  10766536

The V008 form is now simply titled **General Correspondence**.

The **General Correspondence** Form includes a field for optional user entered text of 90 lines or up to 6,750 characters.

The **D100 MediKan Approval Form** has been updated to display the correct resource limit.

KanCare Clearinghouse PO Box 3599 Topeka, KS 66601-0738			
BARRY CASH 834 S KANSAS AVE TOPEKA, KS 66612-1203		<b>Notice Date:</b> 07/21/2020 <b>Case Name:</b> BARRY CASH <b>Case Number:</b> 20293473 <b>Program:</b> Medical	

---

**MediKan Approval**

We have approved your application for medical assistance received on 7/1/2019. BARRY CASH is covered under the MediKan program effective .

The Client ID number is 00110385963.

You can only receive MediKan coverage for 12 months.

This action is based on our assessment of your disability. This is also based on the status of your application with Social Security. You must cooperate with Social Security. Failure to cooperate will result in the loss of health care coverage.

This approval is for MediKan coverage. We have determined you do not meet the necessary disability standards to qualify for Medicaid. Therefore, your application for Medicaid will not be held in pending status and is denied. This action is in accordance with Medical KEESM 2638, 2662.10, and subsections. If you have new medical information, it must be reported within 10 days of this letter.

If you are determined eligible for Supplemental Security Income (SSI) in the future, we may be able to backdate your medical coverage. You must report the approval within 10 days from the date you are notified by the Social Security Administration.

**MediKan Reporting Requirements**  
 You must tell us about the following changes within 10 days of the time you learn of the change.

1. If the source of your income changes.
2. If the amount of your income goes up or down.
3. If you get married, separated or divorced.
4. If you move to a new address.
5. If you or your spouse enter or leave a hospital or institution.
6. If your total cash, savings or other resources goes over **\$3000.00**.
8. If the status of your Social Security Disability claim changes.

We want you to get the correct medical coverage. Please help us by reporting these changes.

---

D100 Page 1 of 4

Print Save and Print Locally Save and Print Centrally

The ***KC-1120 Child  
Turned 19*** is being  
retired.

Use the ***KC-1100  
KanCare Family  
Medical Application***  
instead.

# NOA Fragments





Several changes have been made to the fragments or snippets that are in NOAs.

- Modifying the <\_\_>*is no longer eligible for <\_\_> benefits and extra help with Medicare Part D Prescription Drug Costs (K-M311) to display only when needed.*
  - This fragment informs consumers that they are no longer eligible for Medicaid and will not receive further help with Medicare Part D Prescription Drug costs.
  - It will now only display when a consumer has received Medicare Part D coverage, in addition to Medicaid, in the previous EDBC month.

## Removed Fragments

The below fragments have been removed as they are no longer needed per KDHE Policy.

*This action was taken because a member of the family has access to the State Employees Group Health Insurance through their employment with the state, county, school district, or another public agency.*

K-R30 Access to Health Insurance

*This action was taken because you became ineligible for cash assistance because of increased income from employment. fragment was previously sent on discontinuances for the Refugee Medical program.*

K-R54 Refugee Medical

# **KEES Changes**



As you know, making changes to KEES is essential to supporting the eligibility determination process. Making changes to KEES requires input from KDHE Policy and Business personnel as well as time to actually change KEES itself.

Sometimes, the changes in KEES are completed before KDHE Policy and Business are ready to implement them. When this happens, the changes are usually suppressed so they are *not* visible to Eligibility staff.

With the August 2020 Release, functionality changes have been made to the **Income Detail** page that Eligibility staff will see but should *not* use when determining eligibility.

# KEES Changes

A **Pre-Tax Withholdings** section has been added to the **Income Amount Detail** page. Eligibility staff should ***not*** use this section until instructed to do so by KDHE Policy and Business.

Using this section prior to its implementation by KDHE Policy and Business will result in incorrect Eligibility determinations.

A screenshot of the 'Income Amount Detail' page in the KEES system. The page shows a form for 'Program: Family Medical' with a section for 'Average Calculator'. A red box highlights the 'Pre-Tax Withholdings' section, which is currently empty. A large red circular stamp with the text 'DO NOT USE' is overlaid on the right side of the form. The form also includes fields for 'Reported Amount' (\$624.94), 'Begin Date' (08/01/2019), 'End Date', 'Verified' (Verified), and 'Source' (Consumer Statement).



# KEES Changes

KanCare Clearinghouse  
PO Box 3599  
Topeka, KS 66601-9738

[REDACTED]  
PITTSBURG, KS 66762

We have reviewed your medical information below. Coverage begins 07/01/2020.

People eligible for coverage will receive a medical card. If you need a medical card replacement, you must show your current card to get services. If you do not show your current card, you will not be able to get services.

Some members will get the medical card assigned to them. If you are assigned a new health plan, we will send an enrollment packet. We will also tell you how to change plans. The new medical card will arrive in a few days.

[REDACTED] will receive Medical Assistance under the program beginning 07/01/2020.

For [REDACTED] the total amount of pre-tax withholdings used in your determinations is: \$450.00

The following are considered Pre-Tax Withholdings: Health Insurance Premiums, Contributions to retirement plans - 401(K) and 457B, Life insurance premiums, Health Savings Account, Flexible Spending Account - Child Care, and Flexible Spending Account - Health Care.

Your premium(s) is/are changing either because we have either adjusted the income levels for premiums, your income puts you in a different premium range, or medical assistance has changed for someone on your case. Your household will have the following premium(s) each month:

Two snippets were also created as part of this change. These snippets will only populate when data has been entered in the **Pre-Tax Withholdings** section.

If a NOA or Form includes information about *pre-tax withholdings*, as in this example, delete it and remove the record from the **Pre-Tax Withholdings** section on the **Income Amount Detail** page. Rerun **EDBC** and review the NOA to ensure it is correct.



In addition to the **Pre-Tax Withholdings** functionality, it is possible you will see some other coding or content that should've been suppressed. If this happens, please create a KEES Helpdesk ticket.

# Reviews




A soft warning has been added to the **Medical Detail** page. The **"Warning! Review Due Month – Try running EDBC with RE Run Reason to update the Review Due Month instead of updating it manually"** message displays when Eligibility staff attempt to change the **Review Due Month** to a future month.

**"Warning! Review Due Month - Try running EDBC with RE Run Reason to update the Review Due Month instead of updating it manually."**


### Medical Detail

\* - Indicates required fields

07/30/2020  [View](#)

[View History](#) [TMD/EXT](#) [Save and Return](#) [Cancel](#)

#### Program Information

<b>Status:*</b>	<b>Status Reason:</b>	
Active		
		
<b>Application Date:*</b>	<b>Review Begin Month:</b>	<b>Review Due Month:*</b>
11/01/2003 <a href="#">Edit</a>	01/2020	01/2021

# Reviews

This soft warning message was created because Eligibility workers have incorrectly moved 75,000 **Review Due Month** records forward. Incorrectly changing a **Review Due Month** on the **Medical Detail** page requires data 'clean-up' so the case is picked up by batch.



When Eligibility staff get this warning, they should click **Cancel** and navigate to **EDBC**; once there they should select the correct system month and use the *RE Run Reason* to revise the **Review Due Month**.

*The notable exception to this rule is an instruction received from KDHE Policy to manually extend the **Review Due Month**.*



"Warning! Review Due Month - Try running EDBC with RE Run Reason"


### Medical Detail

\* - Indicates required fields



07/30/2020  

#### Program Information

<b>Status:*</b>	<b>Status Reason:</b>
Active	
	
<b>Application Date:*</b>	<b>Review Begin Month:</b>
11/01/2003 	01/2020
	<b>Review Due Month:*</b>
	07/30/2020




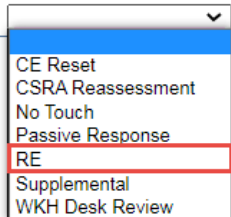
### Run EDBC



 


\* - Indicates required fields

**Benefit Month:\***

08/2020 

<input type="checkbox"/>	Program	Status	Run Reason
<input checked="" type="checkbox"/>	Medical - 0240	Active	



CE Reset  
CSRA Reassessment  
No Touch  
Passive Response  
**RE**  
Supplemental  
WKH Desk Review

As an Eligibility worker, you may come across an Active case with a **Review Due** date in the past. In some situations, a Pre-Populated Review will need to be manually sent to the household.

When this happens, Eligibility staff must submit a ticket to the KEES HelpDesk who will:

- Adjust the **Review Due Date**
- Add the Pre-Populated Review

This, in turn, adds the case to the Review Discontinuance batch. By doing so, it will no longer be necessary to create a future task to manually close the case if the Review isn't returned.

# Reviews

A review sent manually will not have a barcode on it. To ensure that the case is picked up by future batches, Eligibility staff need to update the **Document Status** field to *Received* on the **Review and IR/12 Month Reporting Detail** page.

The screenshot shows the 'Review and IR/12 Month Reporting Detail' form. Red arrows highlight three specific fields: 'Document Status' (set to 'Received'), '1. Is the review application signed?' (a required field), and the 'This Report' dropdown menu (set to 'No').

**Review and IR/12 Month Reporting Detail**

Report Type\* Pre-Populated Medical Review Submit Month: 07/2020 Document Status\* Received Report Status\* Incomplete Date Received: 07/22/2020

Customer Report -

1. Is the review application signed? \*

Priority: None

Comments:

This Report: No No Yes Date:

\* - Indicates required fields

*Is the review application signed?* must still be completed. Failing to update this field will cause the case to be closed by the Review Discontinuance batch.



