

February 2021 KEES Medical Release



Agenda

Non-Compliance Fragments

Failure to Provide

Run EDBC

EDBC List Order

Review Forms

NOA Fragments

KC5150 Self-Employment Worksheet

Non-Compliance Fragment Updates





Non-Compliance Fragment Updates

Two NOA fragments have been removed for Medical:

Failure to Pursue Potential Resources Fragment Removal

“This action was taken because you did not pursue a potential benefit which you were requested to do. You are required to apply for any potential benefits available to you or your family in order to be determined eligible for assistance.”

This was removed as it is a DCF only Non-Compliance reason and not selectable for Medical.

Eligibility Non-Compliance Detail

Save and Add AnotherSave and ReturnCancel

Name: *
- Select -

Retrieve Information

Comments:

Type: *
Failure to Pursue Potential Resources

Program Type: *
☐ TANF/RCA

Reason: *
Failure to Pursue Potential Resources

Begin Date: *

Override End Date:

If you see this NOA fragment, send a ticket to the KEES Helpdesk.



Non-Compliance Fragment Updates

HIPPS Fragment Removal

“This action was taken because you did not cooperate with the **Health Insurance Premium Payment System (HIPPS)** process in one or more of the following ways:

1. Not returning the Health Insurance Questionnaire sent to you.
2. Returning an incomplete Health Insurance Questionnaire.
3. Not enrolling in the health insurance program offered at your or a family member's place of employment.
4. Terminating enrollment in the health insurance program offered at your or a family member's place of employment.
5. Other failure to cooperate with the HIPPS process.”

If you see this NOA fragment, send a ticket to the KEES Helpdesk.

Failure To Provide Updates



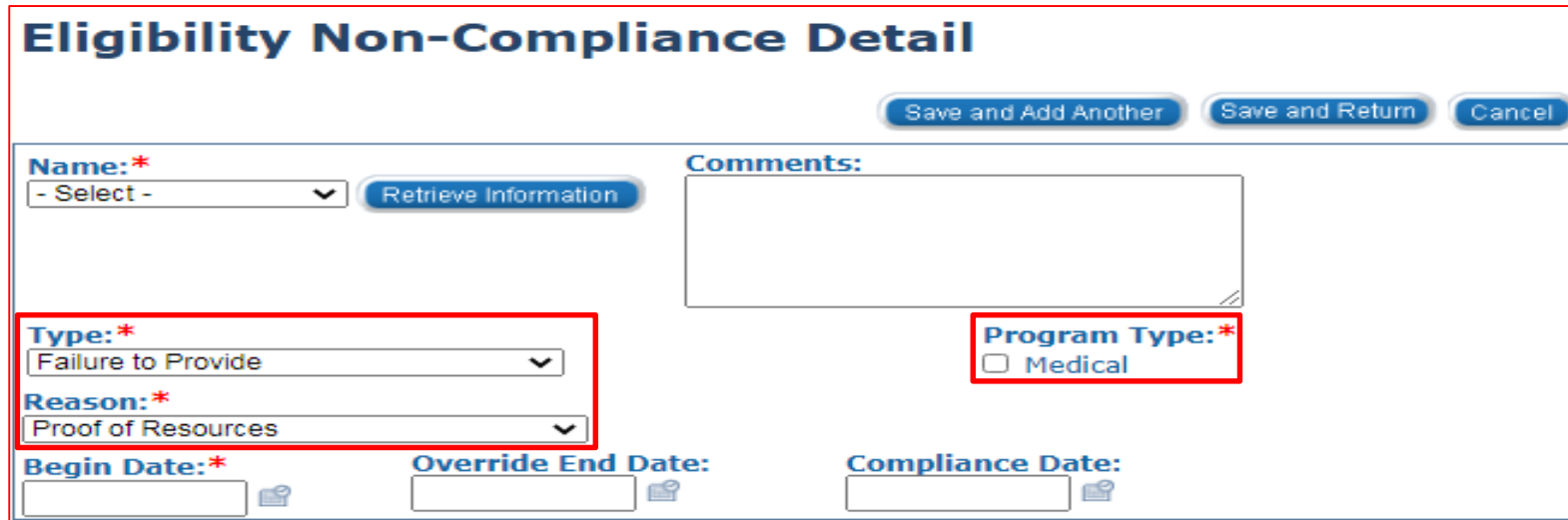
Failure To Provide Updates

NOA Fragments Added

Failure to Provide (FTP) Resources

The added FTP Resources reason triggers the new NOA fragment "This action was taken because you failed to provide proof of resources. This information is needed to determine your eligibility."

Non-Compliance record in KEES

A screenshot of the "Eligibility Non-Compliance Detail" form in the KEES system. The form is titled "Eligibility Non-Compliance Detail" in a bold, blue font. At the top right, there are three buttons: "Save and Add Another", "Save and Return", and "Cancel". Below the title, there is a "Name:" field with a dropdown menu showing "- Select -" and a "Retrieve Information" button. To the right of this is a "Comments:" text area. Below the "Name:" field, there is a "Type:" dropdown menu with "Failure to Provide" selected, and a "Reason:" dropdown menu with "Proof of Resources" selected. To the right of these is a "Program Type:" section with a checkbox labeled "Medical". At the bottom, there are three date fields: "Begin Date:", "Override End Date:", and "Compliance Date:", each with a calendar icon. The "Type:" and "Reason:" dropdowns are highlighted with a red box, and the "Program Type:" checkbox is also highlighted with a red box.



Failure To Provide Updates

NOA Fragments Added

Failure to Cooperate Obtaining Potential Resources

Failure to Cooperate Obtaining Potential Resources reason now triggers the NOA fragment "This action was taken because you did not cooperate. You did not cooperate by: Failure to obtain potential resources. This information is needed to determine your eligibility."

This Non-Compliance reason was present prior to this update, however it was not recognized by EDBC as a Denial/Discontinuance reason so no fragment was generated.

Non-Compliance record in KEES



If there are multiple Non-Compliance records, multiple Denial or Discontinuance reasons will be displayed in the generated NOA.

Eligibility Non-Compliance Detail

Save and Add AnotherSave and ReturnCancel

Name:*

- Select -

Retrieve Information

Comments:

Type:*
Failure to Cooperate

Program Type:*
☐ Medical

Reason:*
Obtaining Potential Resources

Begin Date:*

Override End Date:



Failure To Provide Updates

NOA Fragments Removed

The following Non-Compliance reasons and associated NOA fragments have been removed for Medical as they are Non-Medical only.

Removed	
FTP Prudent Pers Indiv	Fugitive Felons
FTP Prudent Pers Pgm	Potential Employment
FTP School Verif	

Example Non-Compliance record in KEES

Eligibility Non-Compliance Detail

Save and Add AnotherSave and ReturnCancel

Name:*

- Select -

Retrieve Information

Comments:

Type:*

Failure to Provide

Program Type:*

☐ TANF/RCA

Reason:*

School Enrollment

Begin Date:*

Override End Date:

Compliance Date:

In this example we see that FTP School Verif can be selected however the only Program Type available is TANF/RCA.



Run EDBC Updates





Run EDBC Updates

Updates have been made to the to the **Run EDBC** page. A **Single Month** and **Multi-Month** tab have been added to the **Run EDBC** page. Eligibility workers should select **Single Month** when running **EDBC**.

The screenshot shows a web interface titled "Run EDBC". Below the title, there are two tabs: "Single Month" and "Multi-Month". The "Single Month" tab is currently selected and highlighted.

At this time, Multi-Month EDBC should not be used. Eligibility staff will receive instructions and guidance when they are approved to use this functionality.

This screenshot shows the "Run EDBC" page with additional elements. A large red "X" is placed over the "Multi-Month" tab, indicating it should not be used. A green starburst graphic is placed over the "Single Month" tab, indicating it is the correct choice. Below the tabs, there is a label "Benefit Month: *" followed by a dropdown menu showing "03/2021" and a "Select" button. A small asterisk and the text "* Indicates required fields" are visible at the top of the form area.



Run EDBC Updates

Single Month:

Only allows a single month to be selected. It is the same as what workers used prior to this update.

Run EDBC

Run EDBCCancel

* - Indicates required fields

Single MonthMulti-Month

Benefit Month:

09/2020Select

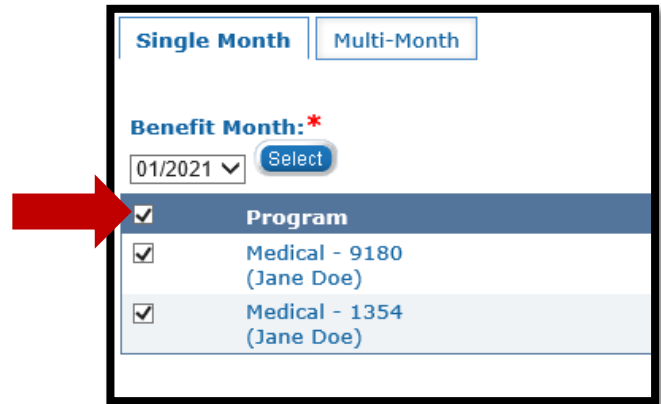
<input type="checkbox"/>	Program	Status	Timely Notice Exception	Reason	Run Reason
<input checked="" type="checkbox"/>	Medical - 9480	Pending			

Run EDBCCancel

This is a 12/2020 Application with Prior Medical requested for all three months. EDBC defaults to the first Prior Medical Month. Each of the Prior Medical months and the application month will be run separately.

Run EDBC Updates

When selecting **Single-Month** with multiple Program Blocks select the Program box to select all the program blocks and select **Run EDBC**.



Single Month Multi-Month

Benefit Month: *
01/2021 Select

☒ Program

☒ Medical - 9180
(Jane Doe)

☒ Medical - 1354
(Jane Doe)


On the **EDBC List** select the Medical Program hyperlink on top with Run Status *Not Accepted*.



03/2021	Medical - 9180	Regular	Not Accepted
03/2021	Medical - 1354	Regular	Not Accepted

Run EDBC Updates

On the **Medical EDBC Summary** page will display the results for the first member. After reviewing the results at the bottom select ***Accept and Next***.



Name	DOB	Role	Role Reason	Status	Status Reason	CE Date	QHP Screened
Doe, Jane	05/15/1932	MEM		Active			N

[Override Program Configuration](#)

Reporting Configuration

Resource Test

Test	Result	Resource Limit	Resource Total	Person	Individual Amount
Long Term Care	Pass	\$2,000.00	\$0.00	Doe, Jane	\$0.00

CSRA Determination

Assessment Month	Resource Total	1/2 of Resources	Resource Allowance Standard	Person	Individual Amount
------------------	----------------	------------------	-----------------------------	--------	-------------------

Medical Summary

Note: Overridden rows are in bold.

Eligible Budgets

Test	Result	FPL %	Premium/LTC Liability/Spenddown	CHIP Start Date	Prem Bill Start Date	Aid Code	LTC Details	Members Tested	Role	Role Reason
Medically Needed	Pass	46%	\$438.00			300/OA/N/N	IC/NF/SN	Doe, Jane	MEM	

Potential Eligibility

Test	Result	FPL %	Premium/LTC Liability/Spenddown	CHIP Start Date	Prem Bill Start Date	Aid Code	LTC Details	Members Tested	Role	Role Reason
------	--------	-------	---------------------------------	-----------------	----------------------	----------	-------------	----------------	------	-------------

No Data Found

Failed and Overridden Budgets

Test	Result	FPL %	Premium/LTC Liability/Spenddown	CHIP Start Date	Prem Bill Start Date	Aid Code	LTC Details	Members Tested	Role	Role Reason
------	--------	-------	---------------------------------	-----------------	----------------------	----------	-------------	----------------	------	-------------


No Data Found

[Override Medical Summary](#)

[Accept and Next](#) [Accept](#) [Cancel](#)

Run EDBC Updates

This will take you to the **Medical EDBC Summary** Page for the next person Program Block requesting coverage. After reviewing the results at the bottom select ***Accept and Next***.



Name	DOB	Role	Role Reason	Status	Status Reason	CE Date	QHP Screened
Doe, Jon	01/10/1930	MEM		Active			N

[Override Program Configuration](#)

▶ Reporting Configuration

Resource Test

Test	Result	Resource Limit	Resource Total	Person	Individual Amount
Long Term Care	Pass	\$2,000.00	\$0.00	Doe, Jon	\$0.00

CSRA Determination

Assessment Month	Resource Total	1/2 of Resources	Resource Allowance Standard	Person	Individual Amount
------------------	----------------	------------------	-----------------------------	--------	-------------------

Medical Summary

Note: Overridden rows are in bold.

Eligible Budgets

Test	Result	FPL %	Premium/LTC Liability/Spenddown	CHIP Start Date	Prem Bill Start Date	Aid Code	LTC Details	Members Tested	Role	Role Reason
Medically Needy	Pass	84%	\$838.00			300/OA/N/N	IC/NF/SN	Doe, Jon	MEM	

Potential Eligibility

Test	Result	FPL %	Premium/LTC Liability/Spenddown	CHIP Start Date	Prem Bill Start Date	Aid Code	LTC Details	Members Tested	Role	Role Reason
------	--------	-------	---------------------------------	-----------------	----------------------	----------	-------------	----------------	------	-------------

No Data Found

Failed and Overridden Budgets

Test	Result	FPL %	Premium/LTC Liability/Spenddown	CHIP Start Date	Prem Bill Start Date	Aid Code	LTC Details	Members Tested	Role	Role Reason
------	--------	-------	---------------------------------	-----------------	----------------------	----------	-------------	----------------	------	-------------

No Data Found

[Override Medical Summary](#)

[Accept and Next](#) [Accept](#) [Cancel](#)

Run EDBC Updates

The **EDBC List** will display. Select the **Save and Continue** button.

02/2021	02/2021	Medical - 9180	Regular	Accepted - Not Saved	Details	01/28/2021	Online EDBC Rules
02/2021	02/2021	Medical - 1354	Regular	Accepted - Not Saved	Details	01/28/2021	Online EDBC Rules
							Save and Continue Cancel

The **Distributed Documents Search** page will display. Review the NOA's are correct.

If more **Single-Months** need to be ran return to the **Run EDBC** and select the month needing to be ran and repeat the process.

EDBC List Order Update





EDBC List Order Update

Prior to the EDBC List order update, when running EDBC with multiple Program Blocks, the block with the lowest # was displayed first on the EDBC List page.

With this update, when running EDBC with multiple Program Blocks, the highest Requested Medical Type (RMT) in the hierarchy will be displayed first on the EDBC List page.

Before EDBC List update:

EDBC List

Cancel

Display by:

Program:

Type Reason:

From:

To:

View

Begin Month	End Month	Program	Type	Run Status	Auth Amount	Date Run	EDBC Source
12/2020		Medical - 7673	Regular	Not Accepted	Details	01/21/2021	Online EDBC Rules
12/2020		Medical - 7674	Regular	Not Accepted	Fail	01/21/2021	Online EDBC Rules

Cancel

On this case, PB 7673 has a MAGI RMT and PB 7674 has a LTC RMT.



EDBC List Order Update

After EDBC List Update:

EDBC List

Cancel

Display by:

Program:

Type Reason:

From:

To:

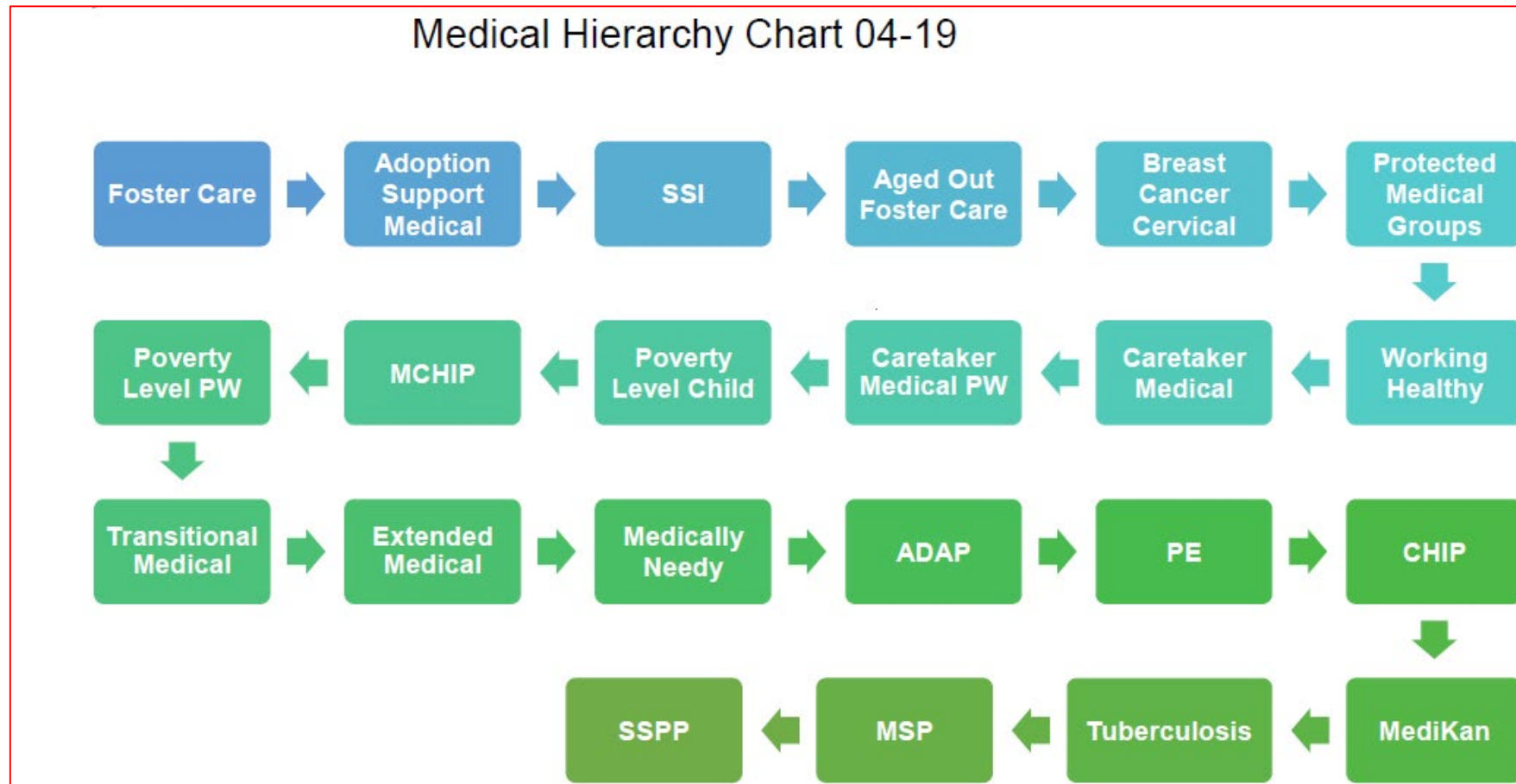
View

Begin Month	End Month	Program	Type	Run Status	Auth Amount	Date Run	EDBC Source
09/2020	09/2020	Medical -9215	Regular	Not Accepted	Details	01/21/2021	Online EDBC Rules
09/2020	09/2020	Medical -9196	Regular	Not Accepted	Details	01/21/2021	Online EDBC Rules

In the after example, Program Block ID 9196 has a MAGI RMT and Program Block 9215 has a LTC RMT which is before MAGI on the hierarchy.

EDBC List Order Update

The Medical Hierarchy Chart determines the order that the Program Blocks will be displayed on the EDBC List page.



Review Form Updates





Review Form Updates

Updates have been made to the following Review Forms:

KC1200 Pre-Populated Family Medical Review	KC1300 Passive Family Medical Review
KC1600 Pre-Populated Elderly and Disabled Review	KC1700 Passive Elderly and Disabled Review

All pages on these review forms will now have a barcode. This will ensure that the Review/IR Record is automatically updated when the review is scanned by the mailroom. All pages will also have the the case number to assist both the mailroom and the eligibility worker in locating the correct case.

The barcode will be located at the bottom right of the pages and the case number will be in the bottom left corner.




Review Form Updates

KC1200/1600 Pre-Populated Medical Review Forms

Page 3 Before Update

KC1###	Page 3 of ##
--------	--------------

Page 3 After Update

Case Number: 20324818		
KC1###	Page 3 of ##	11288296

Prior to this update, Pre-Populated reviews only had the barcode on the 1st page and a case number listed at the top of the 1st and 3rd page.



Review Form Updates




KC1300/1700 Passive Medical Review Forms

Page 1 Before Update

KC1###	Page 1 of #
--------	-------------

Page 1 After Update

Case Number: 20324818		
KC1###	Page 1 of #	11288298

Prior to this update, Passive review forms did not contain a barcode on any page and had a case number listed at the top of the 1st page.

NOA Fragment Updates



NOA Fragment Updates

Two NOA fragments have been **removed** because they are no longer applicable due to policy changes.

Two NOA fragments have been **updated** for accuracy and clarity.



NOA Fragment Updates

Removed

Crowd Out Denial – “If you choose to drop your health insurance, your children may have to wait 3 months before they can get KanCare medical assistance.”

Reason for change: Crowd Out is no longer supported in policy.

PW Expedited Approval – “To keep medical assistance, you must send us proof of the items which we will be requesting on a separate letter. You must give us this proof by the due date in the letter or your medical assistance will end. When you provide this proof, we will tell you how long you can keep the assistance. We will also tell you when you must reapply.”

Reason for change: The Partial Approval (Expediting of PW) is no longer supported by policy.

Note: PW applications must still have an Expedited task and e-Application status.



NOA Fragment Updates

Updated 1

The highlighted fragment text has been added when an applicant is denied Family Medical assistance for not being categorically eligible:

“He or she does not qualify for Medicaid medical assistance. To qualify for Medicaid medical assistance you must be one of the following:

- A child under age 19
- A parent or caretaker of a child **living with you**
- Age 65 or older, Blind or Disabled
- Pregnant”

Reason for change: The words were added to clarify that the child(ren) must be living with you. This should help reduce the amount of calls and requests for a redetermination when an applicant has a child that doesn't live with them.

NOA Fragment Updates

Updated 2

The following fragment text hasn't changed, however the reason it displays on a NOA has.

"This action was taken because household income is over the limit for medical assistance."

Reason for change: Previously, this fragment was displaying when a child was over income for PLN and ineligible for CHIP for reasons other than income such as Other Health Insurance or Unpenalized Past Due Premiums. Now this will only display if the child is over income for PLN and CHIP.

If you see any of these NOA fragments that weren't removed or updated, please send a ticket to the KEES Helpdesk.

KC5150 Self-Employment (SE) Worksheet Update



KC5150 Self-Employment (SE) Worksheet Update

KC5150 SE Worksheet

The SE Worksheet will now be sent from Document Control in KEES. This replaces the manual process of sending an email for the worksheet to be printed and having it mailed out.

All pages on the SE worksheet will now have a barcode as well as the case number. This will assist both the mailroom and the eligibility worker in locating the correct case.

The barcode will be located at the bottom right of the pages and the case number will be in the bottom left corner.

Previously, the worker would indicate in the email what type of SE it was and only those expense sheets would be sent. Now all of them will be sent as it's not possible to specify. The income sheet remains unchanged.

KC5150 Self-Employment (SE) Worksheet Update

KC5150 SE Worksheet

When the KC5150 is sent in KEES, the form will be saved and viewable in Distributed Documents. It will not be imaged to ImageNow.

If the KC5150 was sent prior to the form availability in KEES, it will not display in Distributed Documents and will remain viewable in ImageNow.

Distributed Documents Search

* - Indicates required fields

► [Refine Your Search](#)

Search Results Summary

Results 1 - 1 of 1

<input type="checkbox"/>	Date▲	Document▼	Program▼	Ben. Mo.▼	Received Date▼	Return by PO?▼	Category▼	Status▼	Worker▼	
<input type="checkbox"/>	01/20/2021	Self Employment Worksheet	Medical - 9456				Information Request	Pending Print Central	Brandon Corneliusen	
							Print <input type="text"/>	<button>Regenerate</button>	<button>Undelivered</button>	<button>Delete</button>

KC5150 Self-Employment (SE) Worksheet Update

KC5150 SE Worksheet Information to be completed by worker:

Because Eligibility Workers will now be sending the SE Worksheet, the following fields should be completed if known:

Name of Self-Employed Person

Type of Business

Name of Business

Date Business Started

The due date defaults to 12 days from the date generated but the worker can edit it if needed. The case number and case info are static text.

KanCare Clearinghouse
PO Box 3599
Topeka, KS 66601-9738



Notice Date: 01/12/2021

Case Name: Caroline Moss

Case Number: 20324933

Program: Medical

Caroline Moss
534 S KANSAS AVE STE 200
TOPEKA, KS 66603-3450

Self-Employment Income Worksheet Letter

Dear Caroline Moss,

You told us that you or someone in your household is self-employed. We need more information from you to process your application. We need proof of your self-employment income. Please fill out the attached worksheet, sign it, and return it to us by the due date. If we do not receive the form your medical assistance application will be denied or discontinued. The information is due no later than 01/24/2021.

Business Income

Tell us about your business income:

Name of Self-Employed Person	Caroline Moss
Case Number	20324933
Type of Business	Home Daycare
Name of Business	CaroCare
Date Business Started	05/26/2020

Please list the amount of gross income for each of the months listed. Note : Gross income is the total before you pay expenses.

Month	Gross Monthly Income	Month	Gross Monthly Income
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Signature: This worksheet must be signed and dated.

Signature

Date

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



KC5150 Self-Employment (SE) Worksheet Update

KC5150 SE Worksheet Information to be completed by applicant:

- Month
- Gross Monthly Income
- Signature and Date

Please list the amount of gross income for each of the months listed. Note : Gross income is the total before you pay expenses.

Month	Gross Monthly Income	Month	Gross Monthly Income
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Signature: This worksheet must be signed and dated.

Signature

Date

[illegible]

