May 2022 Release Medical EDBC Override for PHE

SOBRA has never been a CE Program, however, KEES currently sets a CE Period for it in error. With the May 2022 Release, this has been corrected and staff will no longer be able to extend the CE Period to protect the SOBRA coverage during the PHE. For all SOBRA programs (excluding SOBRA PW) please use the following workaround instructions during PHE.

Note: The below steps assume that the EDBC has been run and an individual(s) will be discontinued.

All SOBRA (excluding SOBRA PW)

1. In the **Other Program Assistance Detail** page, in the **End Date of Treatment** field, update this date to the last day of the come up month. Click the **Save and Return** button.
2. Run EDBC for the come up month. Review the **EDBC Medical Summary** page to ensure the member remains active on SOBRA coverage in the **Eligible Budgets**, in the **Medical Summary** section.
   > NOTE: There will not be a CE period for this member in the **Continuous Eligibility,** in the **Medical Summary** section.
3. Click the **Accept** button if the results are correct. Click the Cancel button if the results are not what the user expected.
4. Click the **Save and Continue** button.
5. Create a Journal using the following approved Journal language: *In accordance with its Disaster Relief SPA and 1135 waiver, coverage will be temporarily extended for current recipients as indicated in Policy Directive 2020-03-01.*
6. Create a manual Form if needed, using the Standard Copy and Paste spreadsheet as an overridden EDBC will never create a NOA.

Other MAGI Programs

With the May 2022 Release, CE will no longer protect a consumer who has failed non-financial categorical eligibility. Staff will no longer be able to extend the CE Period to protect the coverage during the PHE for the following consumers:

- Pregnant Women who are no longer pregnant, and are outside of their post-partum period
- Children who have turned 19 and are not a caretaker
- Adults who no longer have a child under the age of 19 in the home

The following process is to be used when overriding EDBC to ensure that individuals normally discontinued remain eligible for continued coverage. Due to the CMS mandate, coverage should continue during the emergency COVID-19 crisis (PHE).

Note: The below steps assume that the EDBC has been run and an individual(s) will be discontinued.

1. From the **Medical EDBC Summary** page, click the **Override Program Configuration** button.
2. On the Program Configuration page, update the following fields:
   - EDBC Override Reason: *Administrative Decision.*
   - Program status: *Active*
   - Update Reporting Type (Only required when overriding a Full Closure/ Discontinuance, simply overriding 1 person, does not require this): *Semi-Annual Reporting*
3. Click the **Override** button next to consumer who needs information updated.
4. On the **Program Configuration Override Detail** page in the **User Override** section update the following fields:
   - Role: *MEM*
   - Status: *Active*
   - QHP Screened: *NO*
   - Claiming Code: *Federal*

- Status: *leave blank*
- Role Reason: *leave blank*
- Adult Child Code: *leave blank*

5. Click **Save and Return** button.
6. On the **Program Configuration Override List** page, click the **Save and Return** button.
7. On the **Medical EDBC Summary** page, click the **Override Medical Summary** at the bottom of the page.
8. The **Medical EDBC Override List** page displays. Next build a new budget.
9. Building a budget:
    a. From the **Medicaid EDBC Override List** page click the **Add** button.
    b. From the **Medicaid EDBC Override Detail** page, in the **User Override** complete the following fields:
        - Test: Select the appropriate Test Category:
            1. CTM: *Caretaker Medical*
            2. PW or PLN: *MAGI Title 19* (this would also be used for SOBRA PW)
            3. PLT/CHIP: *MAGI CHIP*
        - Test Result: *Pass*
        - Premium: if applicable
        - Start date: First day of the month EDBC is being ran for (spenddowns - use first day of the month of the beginning of the base period)
        - End Date: Last day of the month EDBC is being ran for (spenddowns - use last day of the month of the end of the base period)
        - CHIP Start Date: if applicable
        - Premium start date: if applicable

        In the **Individual Budget Unit** (IBU) section complete the following fields:
        For the individual
        - Person: Name of individual
        - Role: *Mem*
        - Aid Code: Select the appropriate Aid Code:
            1. CTM/CH: *Caretaker Medical – Children*
            2. CTM/PA: *Caretaker Medical – Parent or Caretaker*
            3. PLN/PW: *Poverty Level Programs – Pregnancy Woman*
            4. PLN/PW SOBRA: *Poverty Level Programs – Pregnancy Woman SOBRA*
            5. PLN for children ages 1-5: *Poverty Level Programs – 1-5 Year Olds*
            6. PLN for children ages 6-19: *PLP – Age 6-18 FPL less than 113*
            7. PLT/CHIP: For 19 year olds:
                - *Title XXI – Age 6-18 (for $0 premium)*
                - *Title XXI – Age 6-18 Cost Share (for a $20 or $30 premium)*
                For PW PLT/CHIP:
                - *Title XXI – Pregnant Woman (for $0 premium)*
                - *Title XXI – Pregnant Woman Cost Share (for a $20 or $30 premium)*
        - Click the **Add** button

        Note: Be sure to include all people that will be part of the individual's IBU:

        - Person: Name of individual
        - Role: *FRI*
        - Role Reason: *Tax Dependent (for all other children that should be considered in the IBU), Primary Tax Payer (PA), or Spouse (SP)*
        - Aid Code: Leave Blank
        - Click the **Add** button

c. Click the **Save and Return** button to go back to the **Medicaid EDBC Override List** page. Continue to step 10.
10. If overriding a CE Eligible Aid Code, the **Continuous Eligibility Override Detail** page displays. If overriding for a non-CE eligible aid code, skip to step 11.
    a. Enter the **CE End Month** using the <MM/YYYY> format or the calendar icon. The CE End Month should create a 4-month CE Period. Example: Come up month is 6/22, CE End Month is 10/22.
    b. Select the **Adjustment Reason**: *Disaster*
    c. Repeat step 10 for all applicants requiring a CE End Month adjustment.
11. The **Medical EDBC Override List** page displays again. Now the budget has been created. Check the box next to the budget and click **Save and Return**.
12. The **EDBC Medical Summary** page now displays showing the newly created budget for our consumer. Click the **Accept** button.
13. The **EDBC List** page displays. Click **Save and Continue** button.
14. Create a Journal using the following approved Journal language:
    In accordance with its Disaster Relief SPA and 1135 waiver, coverage will be temporarily extended for current recipients as indicated in Policy Directive 2020-03-01.
15. Create a manual Form if needed, using the Standard Copy and paste spreadsheet as an overridden EDBC will never create a NOA.

Add A Person

If an **Add A Person** request is received, the above override instructions will need to be followed to continue any consumer that meets the below criteria. This would apply to each month EDBC is ran for the person being added.

- Pregnant Women who are no longer pregnant, and are outside of their post-partum period
- Children who have turned 19 and are not a caretaker
- Adults who no longer have a child under the age of 19 in the home