WA410 ADULT PRESUMPTIVE ELIGIBILITY

Only adults can be in a program block for PE Adult and only persons who applied for PE Adult. This prevents staff from being able to create and set an individual's budget and will not allow benefits to be passed to MMIS. For all PE Adult e-Applications that list children and other non-applicant adults please complete the following workaround.

> **NOTE: THIS WORKAROUND IS REQUIRED AT REGISTRATION.**
>
> This workaround assumes that Registration staff has identified that a child(ren) and/or non-applicant adult are present on an Adult PE e-application and has begun the e-linking case registration process.

STEP 1: During File Clearance, staff will add the child(ren) and/or non-applicant adult(s) on the **Case Member List** page.

STEP 2: From **the Case Member List** page, after all the members are added, remove the child(ren) and/or non-applicant adult(s) before clicking the **Save and Continue** button.

STEP 3: To remove the child(ren) and/or non-applicant adult(s), check the box to the left of their name and click **Remove**. Repeat this step until all child(ren) and/or non-applicant adult(s) have been removed.

STEP 4: After all the non-applicants have been removed, click **Save and Continue**. Continue the normal Presumptive Eligibility case registration process.

STEP 5: Staff will need to re-add the child(ren) and/or non-applicant adult(s) to the case as case members after they completed the e-linking case registration process by following the **Add a case Person- Family Medical Manual** process outlined in the User Manual.

STEP 6: If the primary applicant is *not* applying for Adult Presumptive Eligibility benefits please complete the bullet points below. If the Primary Applicant is applying for Adult Presumptive Eligibility benefits then go to **STEP 7**.

- From **Case Summary** page click **View Details**.
- On the **Presumptive Eligibility Adult Program Detail** page click **Edit**.
- Click **Edit** in **Program Persons** section next to the **Primary Applicant**'s name.
- Click **Remove** on the **Presumptive Eligibility Adult Person Detail** page.
- **Save and Return** back to the **Case Summary** page.

STEP 7: To run EDBC for Presumptive Eligibility, click **Manual EDBC i**n the **Presumptive Eligibility** block.

STEP 8: Select the **Benefit Month.**

STEP 9: Select **PE Portal Determination** from Manual EDBC Reason.

STEP 10: Check the box to the left of Presumptive Eligibility Adult.

STEP 11: Click **Create Manual EDBC**.

STEP 12: Click the **Presumptive Eligibility Adult** hyperlink in **EDBC List** screen.

STEP 13: Click **Set Medical Summary** on the **Presumptive Eligibility Adult EDBC (Manual)** page.

STEP 14: Click **Edit** button for Person 1 in **Medicaid EDBC List (Manual)** screen.

STEP 15: Enter the appropriate values for the required fields in "Test" block and select appropriate **Role and Aid Code** for Person 1. Click **Save and Return**.

STEP 16: Click **Save and Return**, until the worker get back to **Medicaid EDBC Summary (Manual)** screen and click **Accept** to accept the Presumptive Eligibility EDBC result.

STEP 17: Click **Save and Continue** on the **EDBC List** screen.

Document Change Log

Date	Version	Author	Change Description
06/16/2015	2.7	Jon A. Garcia	Initial Draft completed. Ready For P2.7 Go-Live
06/17/2015	2.7	Jon A. Garcia	Added an Additional Step to account for a non-applicant Primary Applicant. Ready for P2.7 Go-Live

*Update version/date in document footer.