WA445 SSI TEMP STAY FROM INDEPENDENT LIVING – SHARE OF COST

(FYI – 44086) SSI individuals that do <u>NOT</u> have existing HCBS or MFP may be given a share of cost in error when a temporary stay in Institutional Care is added. SSI recipients should not have a share of cost for a Temporary Stay. A share of cost may be appropriate for a Permanent Stay. This workaround is <u>ONLY</u> needed for SSI recipients approved for a Temporary Stay in Institutional Care with NO HCBS or MFP that have received a share of cost (patient liability) in error. If the EDBC result shows no share of cost for a Temporary Stay then this WA is not needed.

Complete the following:

1. **Run EDBC** for the appropriate program block for the Temporary Stay month.

2. Select *Yes* for a **Timely Notice Exception** and a **Reason** of *LTC Late Change* if necessary.

3. Click the **Medical** hyperlink with a **Run Status** of **Not Accepted** on the **EDBC List** page. The **Medical EDBC Summary** page displays.

4. Click the **Eligible Budgets** hyperlink to check the **LTC Details** start and end dates. If the dates are incorrect, the information on the **LTC Data Detail** page(s) should be corrected prior to running EDBC. The LTC end date is the day prior to the discharge date. Facilities are not paid for the date of discharge.

5. Check the **Liability** field. If the **Liability** is $0.00, no WA is needed. The user can **Accept and Save** the EDBC.

6. Click the **Close** button to close the window. The **Medical EDBC Summary** page displays.

7. If the **Liability** is greater than $0.00, click **Override Medical Summary** on the **Medical EDBC Summary** page. The **Medical EDBC Override List** page displays.

8. Click the **Override** button next to the **SSI Recipients** budget. The **Medical EDBC Override Detail** page displays.

9. Click the **Edit** button in the **LTC Details** block at the bottom of the page. The **Medical EDBC LTC Override Detail** page displays.

10. Enter *$0.00* in the **Liability** field. Click the **Save and Return** button. The **Medical EDBC Override Detail** page displays.

11. Enter *$0.00* in the **Premium/LTC Liability/Spenddown** field in the **User Override** block.

12. Enter the first day of the EDBC month in the **Start Date** field using the <mm/dd/yyyy> format or the calendar icon.

13. Enter the last day of the EDBC month in the **End Date** field using the <mm/dd/yyyy> format or the calendar icon.

14. Click the **Save and Return** button. The **Medical EDBC Override List** page appears.

15. Select *Administrative Decision* from the **EDBC Override Reason** drop-down menu.

16. Click the **Save and Return** button. The **Medical EDBC Summary** page displays.

17. Click the **Accept** button if the EDBC Results are correct. The **EDBC List** page displays.

18. Click **Save and Continue**. The **Case Summary** page displays.

19. See Manual NOA Generation for detailed steps on sending a notice.

Document Change Log

Date	Version	Author	Change Description
02/11/2016		J. Estes	Initial Draft Completed
06/16/2016		J Burkdoll	Updated WA #

*Update version/date in document footer.