

Questions and Answers

Implementation of TAF Earned Income Disregard

1. Question A: Will we need to send income verification with the copy of the TAF Change Form?
Answer: No, Clearinghouse staff will determine eligibility based on the income information provided on the TAF Change Form field staff.
Question B: Since there is no income attached to the worksheet; do Clearinghouse staff assume it is correct?
Answer: Yes. There is an expectation that the worksheet is accurately completed.
2. Question: Is sending the entire application to the Clearinghouse a new process?
Answer: No, this process has been in place since the 7/1/06 Implementation Memo. Link to the memo:
http://www.srskansas.org/KEESM/implementation_memo_7_06.html
3. Question A: When field staff receive a TAF application when there is an open Medical case at the Clearinghouse, will the Clearinghouse wait for the verification from the field staff to be received?
Answer: No, the Clearinghouse must request any verification from the customer needed to process the application.
Question B: If information is provided to one agency, will they need to copy the information and forward it to the other agency?
Answer: No, only if the customer requests it.
Question C: If so, what is the purpose of sending the second TAF Change Form following the TAF determination?
Answer: A TAF approval is another way for individual to receive medical coverage. Therefore, on all TAF approvals the 2nd TAF change form is required.

Note: As a result of this question, the implementation memo will be changed to only require the 2nd TAF change form when the TAF application results in an approval. The need to send the 2nd form on a denial has been eliminated.

4. Question: If verifications that are missing on open medical cases, and these items are only needed by the Clearinghouse, do field staff need to request these verifications? (Ex: Citizenship and Identity)
- Answer: No, the Clearinghouse will request any items needed on an open Medical case. If there is no open medical case, then field staff must request all verification necessary to process a medical application.
5. Question Why are field staff being required to fill out the form when there is an open case in the Clearinghouse? Is there some reason the clearinghouse can't do this?
- Answer: The field staff have received the request and have the necessary information that needs to be relayed to the Clearinghouse. This has been determined to be the most efficient process and provides the best customer service.
6. Question: Why is the process different for TAF applications compared to TAF reviews?
- Answer: There is not as much of a risk of completing an MACM review without an application in the file as there is for a new application.
7. Question: Can't field staff just determine TransMed instead of sending the file to the Clearinghouse? Isn't this causing a lot more work?
- Answer: There have been many changes in the TransMed process since field staff were required to complete this procedure. Because field staff have not been trained in the new procedures, the Clearinghouse will continue to be responsible for establishing TransMed for eligible families.
8. Question: We received a TAF application. The medical closed at the end of February. Is this a change or a new application?
- Answer: Any time an application is received within 30 days from the date of closure, it would be referred back to the Clearinghouse, and considered a review.

9. Question: KEESM policy states that if Citizenship and Identity documents are received, benefits need to be retroactively approved back to date of TAF eligibility. How will this change current policy?
Answer: The policy to retroactively provide MACM to the initial TAF month once citizenship and identity documents are provided has not changed for TAF cases with no income or unearned income only. For TAF cases with earnings, MACM can only be retroactively approved for those months that the consumer also meets MACM financial eligibility.
10. Question: Prior to May 1st, anybody that received TAF is eligible for MACM. When doing a review, can we go ahead and approve prior medical eligibility based strictly on TAF eligibility (as long as C/I is present)?
Answer: Yes. TAF eligibility in benefit months prior to May 2008 still establishes MACM eligibility as long as citizenship and identity documents are provided.
- 11: Question: Can workers communicate between each other, or does all communication need to go between supervisors?
Answer: The Clearinghouse case manager is not the person listed on CAP1, so field staff will continue to send initial inquires to HW_Info@KHPA.KS.Gov. The Clearinghouse supervisor will send the e-mail to the responsible staff member. You can communicate between staff once you know who the case manager is.
12. Question: When does the 60% disregard end?
Answer: The 60% disregard will continue indefinitely. The increase in the disregard replaces the previous 40% we have used in past eligibility determinations.
13. Question: On-line application received for TAF and FS for a boyfriend, girlfriend and apparently a mutual child. They did not request medical. Girlfriend has medical insurance through her employer and does not have a case open at Clearinghouse. Girlfriend is working full time and boyfriend is working part time. There is obvious excess income for TAF and for MA CM. According to the implementation instructions, every application for TAF is considered an application for medical. Should MA CM be registered for this situation and denied or should we modify the statement that every application for TAF is also a medical application?

Answer: Yes, the MACM should be registered and denied. The child should then be considered for the MP program.

14. Question: Is a TAF Change Form worksheet required if the earnings are less than \$90?

Answer: Yes. While the amount of earnings may not affect the MACM case, it is important to retain consistency in the process. It would also provide the Clearinghouse with the knowledge that the individual is employed, even if minimally.

15. Question: Can we get clarification on which form to send, and when copies are required for various changes?

Answer: HW-Info Form – (no copies needed)

- Address changes,
- CSE cooperation,
- CSE non-cooperation,
- Death of a HH member, and
- Birth of a child.

TAF Change Form –

- TAF Applications (open med at CH) – attach application and all supporting documents.
- TAF Reviews
- TAF Closures
- Change in Income on TAF case
- Household Change on TAF case

We are reviewing both forms to simplify the process and the reporting requirements.