



Department of Human Resources
311 West Saratoga Street
Baltimore MD 21201

**FAMILY INVESTMENT ADMINISTRATION
ACTION TRANSMITTAL**

Control Number 12-26

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**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF
HEALTH OFFICERS, LOCAL HEALTH DEPARTMENTS
LOCAL HEALTH DEPARTMENT ELIGIBILITY STAFF**

FROM: ROSEMARY MALONE, EXECUTIVE DIRECTOR, FIA *Rosemary Malone*
DEBBIE RUPPERT, EXECUTIVE DIRECTOR, DHMH/OES *Debbie Ruppert*

**RE: CITIZENSHIP AND ELIGIBILITY FOR NEWBORNS/1184 PROCESS
MEDICAL ASSISTANCE CASES**

**PROGRAM AFFECTED: MEDICAL ASSISTANCE FOR FAMILIES (MA4F)
MARYLAND CHILDREN'S HEALTH PROGRAM (MCHP)**

ORIGINATING OFFICE: OFFICE OF PROGRAMS

BACKGROUND:

Congress passed the Children's Health Insurance Program Reauthorization Act (CHIPRA) in 2009, extending the Children's Health Insurance Program (CHIP) through FFY 2013. The Centers for Medicare and Medicaid (CMS) issued a series of guidance letters to states to provide them with information about all of the provisions within the Act. This Action Transmittal will discuss the provisions that involve Medicaid coverage for newborns and their mothers. These provisions:

- 1. Allow more children born to Medicaid-eligible mothers to qualify for coverage as "deemed newborns."** The new law eliminated the requirement that newborns coming home from the hospital must live with the mother, remain a member of the mother's household, and that the mother continue to be eligible for Medicaid in order for these children to receive Medicaid coverage as "deemed newborns."
- 2. Eliminates the need for future documentation of Citizenship and Identity (C&I) for deemed newborns.** Children born in the U.S. to mothers eligible for Medicaid who receive Medicaid as "deemed newborns" will not have to furnish any additional C&I verification at subsequent eligibility determinations.

Note: The exception to this new C&I rule is the small group of deemed newborns that come into MMIS via the DHMH Call Center. These newborns are added to MMIS, but will not meet the federal condition of C&I verification for life because the hospital is not verifying C&I. The code on MMIS will be ZZ and 00. A DHMH staff person will enter narration in CARES to alert case managers of the requirement to verify C&I on these specific deemed newborns only.

ACTION REQUIRED:

DHMH took the following actions to implement these provisions:

- Modified the Hospital Report of Newborns (1184) form to allow the hospital or other medical professional (Midwife) to provide information about the caregiver (adoptive parent, foster care worker, etc.) for newborns not going home with the mother. (See attached 1184 Forms)
- Allowed Medicaid eligibility to newborns of all Maryland Medicaid eligible mothers or Maryland mothers active in Primary Adult Care (PAC/S09), Employed Individuals with Disabilities (EID/S13D), and MCHP Premium (D02, D04).
 - DHMH will open an eligibility span on MMIS for the newborn and the temporary ID number will be assigned upon the receipt of the 1184 form from the hospital.
- Fax the 1184 form to the appropriate LHD/LDSS for processing of P03 or F05 as indicated by the mother's participation in Medical Assistance.
- Use the 1184 form (either the electronic fill-able version or the downloaded printable version-attachments) to validate the C&I of the newborn for life.

Please give these cases priority. If no action is taken within 15 months from the date of birth by the LDSS or LHD case manager, these cases will close without proper notice of adverse action because they have an end date on MMIS.

DHMH Responsibilities:

After opening Medicaid Eligibility span for "D02, D04, S09, or S13D" newborn,

1. retain the 1184 in a tickler file, and
2. mail an application, with the cover letter (Attachment 1), to the Head of Household advising them to apply for Medical Assistance under the Family and Children's Program,
3. monitor the 1184 form from the tickler file and provide a follow-up letter in 30 days if an application has not been submitted to a local department.

LHD and LDSS Case Manager Responsibilities

When an applicant applies for P02 or F05 MA:

1. Screen CARES and MMIS to determine if there are PAC or MCHP AUs (including MCHP Premium and EID) for the household.
2. Pend the entire ASSISTANCE UNIT in F05 and determine eligibility. If there is any reason that this action will not result in an approved F05 AU, be sure to code the newborn appropriately to continue receiving MCHP before finalizing the F05. (Do not pend any legal permanent resident child or pregnant woman in F05 during their 5-year bar period.)
3. Pend and process applications for an eligibility determination in an F05 coverage group if the head of household applied for MA4F, or reapplied for MCHP or PAC during the past 12-month period. Remember to code the adult applicants as “PN” or “IP”, **do not use “NM”**.
4. Code P13 or P14 eligible children as “AC” on any pended MA4F AU. **DO NOT CLOSE P13 or P14 AUs.** If children active in other P-Track AUs are eligible for MA4F, use CARES code 507 to close the MCHP AU before finalizing the F05 AU.
5. **Be certain to PROCESS TIMELY applications for F05 or MCHP from PAC, MCHP Premium, EID, Adoption or Foster Care applicants** so that the newborn’s Medical Assistance can be linked with the mother.
6. The children born to these mothers will be entitled to receive 13 months of coverage from the date of birth (DOB) under coverage group P03 if ineligible for any other coverage group.

For applications for Medicaid or MCHP benefits where U.S. citizenship is declared, perform an MMIS clearance. If an **HN22** code is entered, C&I have already been verified by an 1184 form. Be sure to file the 1184 form in the record.

Follow these procedures to ensure continuous medical assistance coverage for these customers.

ATTACHMENTS:

[Attachment 1- Letter](#)

[Sample Fillable 1184 Form](#)

[Sample Printed 1184 Form](#)

INQUIRIES:

Please direct Medical Assistance policy questions to DHMH/OES Division of Eligibility Policy and MCHP at 410-767-1463 or 1-800-492-5231 (select option 2 and request extension 1463). Please direct any questions concerning MMIS issues to 410-767-5378.

cc: DHR Executive Staff
DHMH Executive Staff
FIA Management Staff
Constituent Services
DHR Help Desk