

**TO:** Local District Commissioners, Medicaid Directors

**FROM:** Judith Arnold, Director  
Division of Coverage and Enrollment

**SUBJECT:** Auto-Close Process for Medicare Buy-In

**EFFECTIVE DATE:** April 1, 2009

**CONTACT PERSON:** Local District Liaison  
Upstate (518)474-8887 NYC (212)417-4500

This is to inform local social services districts of a new project to automatically close certain Medicare Buy-In cases when the Medicaid case is closed.

Currently, there are no systems edits in place to automatically close a Medicare Buy-In span in eMedNY when a Medicaid case has been closed in WMS. The only exception to this rule is when a case is closed using Individual Status code 13, Death, eMedNY will automatically close the Medicare Buy-In span. In all other instances, when an individual is no longer eligible for Medicaid or the Medicare Savings Program (MSP) and the case is closed in WMS, a separate action must be taken to close the Medicare Buy-In span in eMedNY. If the Medicare Buy-In span is not end dated, the premium payments will continue to be paid even though there is no open Medicaid case.

A new project will commence April 1, 2009 in upstate districts to auto-close Buy-In spans in eMedNY. The Department has identified certain closing codes that will result in the closing of the Buy-In coverage. When the worker closes a Medicaid case using one of these codes, the Buy-In span in eMedNY will automatically be closed at the end of the clock down period. The worker will not have to end date the Buy-In span in eMedNY. If the individual contacts the Local Department of Social Services (LDSS) during the clock down period, and the worker stops the Medicaid case from being closed, the Buy-In span will not be auto-closed.

A listing of closing codes which will automatically close the Medicare Buy-In span in eMedNY is provided as an attachment to this GIS. A list of these closing codes is also available on eMedNY under the tab labeled "Administration". To view this list, under the "Administration" tab, select "System List." Under Subsystem, select "Third Party Liability" from the drop-down list, and click "Find". Then under the "Select Effective Date" box, click on the arrow outlined in red. This list will be updated as needed.

The Client Notices System notices for these closing codes have been updated to include language that will inform the recipient that, in addition to the closing of their Medicaid case, payment of their Medicare premium will also end. For all other case closings not identified on the attached list, the worker must make a separate determination whether the Buy-In case is to remain open or must also be closed. For instance, if the worker is closing a Medicaid case because the individual is now over the income limit for Medicaid, the worker must determine if the individual still qualifies for one of the Medicare Savings Programs. If it is determined that the individual is also over the income limit for all of the MSPs, then the worker will have to manually end date the Buy-In span in eMedNY.

The implementation of the auto-close process for New York City cases will be provided at a later date.