

DSS-4357EL

WGIUPD

GENERAL INFORMATION SYSTEM
DIVISION: Office of Medicaid Management

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PAGE 1

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TO: Commissioners, Medicaid Supervisors, Third Party Resources
Workers, and WMS Coordinators
FROM: Ann Clemency Kohler, Deputy Commissioner
Office of Medicaid Management
SUBJECT: Medicare Premium Payment Program on the Third Party Resources
Subsystem of WMS
EFFECTIVE DATE: Immediate
CONTACT PERSON: Stanley Leslie, (518) 402-0073

MBL Transmittal 98-3, provided interim systems instructions for determining eligibility for Qualified Individuals-1 (QI-1) and 2 (QI-2). Page 6 of that transmittal instructed local districts to set aside those cases that were eligible for either of these classifications until certain changes were made to the Medicare Buy-In screens of the third party subsystem of WMS. Those changes have now been made. You are required to follow these instructions to complete case processing for individuals found eligible as either a QI-1 or QI-2.

On the third party health insurance update screen (WTPCS2), there is a new data element field for the Buy-In eligibility codes on the transaction type line.

The letter "Q" must be entered in the transaction type field in order to bring up the data entry screens for these two new categories.

1. Sign on according to established procedures.
2. Press the menu key which brings up the WMS menu and, in upstate districts, enter selection 25, or in New York City, enter the selection 08 and then transmit. The WMANU screen will then be displayed. At this screen enter a "T" for TPR in the sub-system field and enter an "I" for input in the function field and transmit. The "CIN", "Case No" and "Worker" fields should be left blank.
3. Once the update menu has been displayed key in a CIN or case number in the field next to the WTPCAS prompt and XMIT. The "WTPCS2" screen will be displayed. This screen will display general data which includes up to 10 CIN's pertaining to the case number.
4. The user will then place an "X" next to the appropriate CIN field and key in the letter "Q" in the transaction type field and XMIT.

5. The WTPQIU screen will be displayed.
Key in HIC #.
Key in Buy-In create/delete code.
Key in "U" for QI 1 OR key in "T" for QI-2.
Key in begin date as month, century and year, in the following format;"mm/ccyy".
Key in end date of 12/1998 for all transactions.

The begin date on the WTPQIU screen should be the first month of eligibility for QI-1 or QI-2 which potentially includes up to three months prior to the month of application as long as it does not precede January of the year in which the individual applies. For example, if an individual applies in March of any year, the retroactive period can only be for a maximum of two months (January and February).

The "U" for a QI-1 will be sent to HCFA to pay for the full monthly Medicare Part B premium through the Buy-In. The amount of the premium will then appear in the recipient's social security check.

The "T" will be used to indicate that a check should be issued to the recipient for a portion of the premium (\$1.07 per month in 1998). No action should be taken to issue these checks at this time. The Department is exploring the possibility of issuing the checks centrally on an annual basis to reduce the administrative burden on local districts. This will be clarified before the end of this year.

Should you have any questions, please contact Stanley Leslie.