



Medical Insurance and Community Services Administration (MICSA) **MEDICAID ALERT**

August 13, 2013

DIENROLLED HOUSEKEEPING CASE CONSUMERS (MLTC)
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SDOH issued Managed Long Term Care (MLTC) policy 13.21 on August 12, 2013. This policy allows Human Resources Administration (HRA) to provide Medicaid funded fee-for-service Housekeeping (Level 1) for a period of up to 90 days to Medicaid recipients who, immediately prior to plan disenrollment, were receiving housekeeping service through the MLTC plan. These consumers should have had a recent reassessment and determined to only require discrete housekeeping services.

SDOH indicated that plans must provide HRA with both the results of their recent assessment, and the plan disenrollment notification to the consumer. HRA has developed form HCSP-3035, **MLTC Housekeeping Conversion** to facilitate this process. Effective immediately, for those consumers who only require discrete Housekeeping services, we are requiring you complete this form thoroughly, attach the required documentation and mail or fax it to the HCSP Central Intake Unit.

HCSP will then ensure that the consumer is disenrolled from your plan and transition to fee-for-service. In order for this to occur the consumer **must** have at least 90 days of prospective Medicaid coverage post disenrollment date. If the case does not have the 90 days of prospective coverage and a Medicaid renewal has not been received by HRA, the referral will be rejected and the plan notified that the case will not be transitioned until such time as this criteria is met.

To provide HCSP vendors sufficient time to initiate services and allow the disenrollment to be processed prior to the end of the month, HRA will adhere to the prescribed 20th of the month 12:00 noon submission currently in place for enrollments. All eligible cases received timely will be disenrolled by the end of the current month. Cases received after this prescribed timeframe will be disenrolled for the subsequent month.

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