

33. Specific Institutional Programs

33.1 Public Institutions

An institution that is under government control and responsibility is considered a public institution. The following are public institutions:

- State or federal prisons
- Correctional facilities
- County, city or tribal jails
- Detention centers
- California Youth Authority (CYA) Camps
- Custody to Community Transitional Reentry Program/ Enhanced Alternative Custody Program (CCTRO/EACP) facilities
- Female Offender Treatment and Employment Program (FOTEP) facilities
- Male Community Reentry Program (MCRP) facilities

Any individual, regardless of age, who meets any of the following situation is NOT eligible for Medi-Cal (MC).

- Incarcerated in any of the above public institutions

An individual who is incarcerated but with specific conditions of release (e.g., can leave prison or jail to attend school or go to work but must return at specific times) is NOT eligible for MC.

- Resident of any facility that is part of the criminal justice system
- Serving a sentence for a criminal offense, and residing or placed in ANY institution, and the law enforcement agency retains responsibility for the individual.

Reentry Facilities

Included in the category of public institutions are reentry facilities which include Custody to Community Transitional Reentry Program/ Enhanced Alternative Custody Program (CCTRO/EACP), Female Offender Treatment and Employment Program (FOTEP) and Male Community Reentry Program (MCRP).

If an individual lists their address as one of the above mentioned facilities on their application for MC, the EW must verify the institutional status of the applicant (i.e. bail, parole, court probation) and follow current MC eligibility guidelines. If the individual does not meet the status requirement for MC eligibility they are considered an inmate and their MC must be approved and immediately suspended via the process described in [“EW Action to Suspend MC for Inmates,” page 33-6](#)

The new facility types and address are as follows:

- **Custody to Community Transitional Reentry Program/Enhanced Alternative Custody Program**
 - Casa Aurora, C/O Mental Health Services, Inc. Kern County, 1932 Jessie Street, Bakersfield, CA 93305
 - WestCare, San Diego County, 3050 Armstrong Street, San Diego, CA 92111
 - L.A. CADA, LA County, 11121 Bloomfield Avenue, Santa Fe Springs, CA 90670
 - WestCare, San Joaquin County, 1609 N. Wilson Way, Stockton, CA 95205
 - WestCare, Sacramento County, 3555 Auburn Blvd., Sacramento, CA 95821
- **Male Community Reentry Program**
 - Tri-County Treatment, Butte County, 2740 Oro Dam Blvd., Oroville, CA 95966
 - Geo Reentry, Inc., San Francisco County, 139 6th Street, San Francisco, CA 94103
 - Turning Point of Central California, Inc., Kern County, 1100 Union Avenue, Bakersfield, CA 93307
 - Health Right 360, Inc., LA County, 307 West 6th Street, Los Angeles, CA 90057
 - Amity Foundation, LA County, 307 West 6th Street, Los Angeles, CA 90057
 - Correctional Alternatives, San Diego County, 2727 Boston Avenue, San Diego, CA 92113
- **Female Offender Treatment and Employment Program**
 - Center Point, Sacramento County, 11228 Fair Oaks Blvd., Fair Oaks, CA 95628
 - Health Right 360, San Francisco County, 1563 Mission Street, San Francisco, CA 94103
 - Community Social Model Associates, Merced County, 508 Mendocino Court, Atwater, CA 95301
 - Inland Valley Recovery Services, San Bernardino County, 1260 E. Arrow HWY. Upland, CA 91786
 - Health Right 360, Los Angeles County, 12423 Dahlia Avenue, El Monte, CA 91732



Note:

There are currently no new facilities considered a public institution in Santa Clara County, however, staff must be aware in the event that a courtesy application is required.

33.1.1 Inmates of a Public Institution

The EW must consider both the facility and the person's circumstances when making a MC determination of eligibility for either a juvenile or an adult who is incarcerated or placed in any type of public institution.

Individuals who are released from prison or jail based on any of the following situations are eligible for MC, if other MC eligibility requirements are met.

- Bail
- Parole
- Permanent release
- Their own recognizance
- Court probation order.

These individuals are potentially eligible for MC because they are no longer under the custody and care of the law enforcement agency.

33.1.2 Inmates Who May be Eligible for MC Benefits

The following individuals may be eligible for MC benefits if they meet other MC eligibility requirements:

- An individual who, after arrest but before booking or sentencing, is escorted by police to a hospital for medical treatment and held under guard
- An individual released from prison or jail, probation, parole, or release order; with a condition of:
 - Home arrest
 - Work release
 - Community service
 - Outpatient treatment
 - Inpatient treatment.
- A minor placed in a juvenile detention center prior to disposition (judgement). If a juvenile resides in a detention center for the sole purpose of receiving physical/mental care and protection, or getting services that are for the best interest of the child, the juvenile is not considered an “inmate of a public institution.” If there is a specific plan for him/her that makes the stay temporary (one or two months), he/she may be eligible for MC. This could include those juveniles awaiting placement but still physically present in a juvenile hall
- A minor placed on probation by a juvenile court on juvenile intensive probation with home arrest restrictions
- A minor placed on probation by a juvenile court on juvenile intensive probation to a secure treatment facility contracted with the juvenile detention center if the secure treatment facility is not part of the criminal justice system. This would include juveniles who become wards of the court and placed in a 24-hour non-medical residential facility which provides counseling and other rehabilitative services
- A minor placed on probation by a juvenile court or on juvenile intensive probation with treatment as a condition of probation:
 - In a psychiatric hospital

- In a residential treatment center, or
- As an outpatient.
- An individual with tuberculosis who is under an order of detention to protect public health in a:
 - Residential treatment center
 - Skilled nursing facility
 - County, city, or tribal jail awaiting placement for treatment.

33.1.3 Inmates Ineligible for MC Benefits

The following individuals are not eligible for MC benefits because they are residents of a public institution:

- An inmate in a prison
- An inmate of a county, city, or tribal jail
- An inmate in a prison or jail: prior to arraignment, conviction, or sentencing
- An individual who is incarcerated, but can leave prison or jail on work release and must return at specific intervals.



Example:

An individual is sentenced by the court to serve a term in jail. The sentence provides that the individual is to be permitted by the proper authority to leave the jail daily to attend school or go to work. However, the individual must return to jail after work or school each day and remain incarcerated on weekends, holidays, etc.

- An individual temporarily released from prison or jail due to a medical emergency. The individual must go back to jail after the medical emergency. The law enforcement agency maintains the custody and responsibility for the needs of the individual.
- A minor in a juvenile detention center prior to disposition (judgment) due to criminal activity of the minor
- A minor, after disposition, placed in a detention or correctional facility, including a youth ranch, forestry camp, or home which is part of the criminal justice system
- A minor placed on regular or intensive probation by a juvenile court to a secure treatment facility contracted with the juvenile detention center if the secure treatment facility is part of the criminal justice system

- A minor placed on regular or intensive probation by a juvenile court with specific conditions of release, including residence in a juvenile detention center
- A minor sentenced to a term of incarceration but due to inadequate space in the juvenile detention center, is temporarily placed in a foster home pending available space in the detention center. The penal authority retains full responsibility for the minor and anyone serving a sentence and not formally released is ineligible for MC
- Pregnant women serving sentences in jail or prison. However, the newborn child is eligible even if living with the mother in the jail or prison as the child has not committed criminal offense and is not sentenced to the jail/prison regardless of the living arrangement.

33.1.4 Inmates Under Penal Code

Anyone of age who is arrested AND incarcerated is ineligible for MC regardless of the Penal code section used. However, any individual who is released from incarceration on bail or meets any of the following penal code provisions may be eligible for MC:

- Penal Code 1367

Penal Code Section 1367 provides that a person cannot be tried or sentenced while that person is mentally incompetent. If the judge finds reason to believe that the defendant may be incompetent to stand trial, the judge may order that the defendant be referred for a 72-hour treatment and evaluation. If evaluation results in placement of the individual in a mental health facility for treatment, then the individual may be eligible for MC benefits if other MC eligibility requirements are met.

- Penal Code 1370

Penal Code 1370 provides that a Murphy Conservatorship be established if a state hospital patient charged with a serious felony is not restored to competence. A Murphy Conservatorship requires a determination that the patient is gravely disabled in accordance with Welfare and Institutions Code Section 5008(h)(1). The state hospital patient may be eligible for MC benefits, if other MC eligibility requirements are met.

- Penal Code 1372

Penal Code 1372 includes felons who were initially determined incompetent to stand trial, but after treatment at the state hospital, has regained competency and are returned to stand trial. When a defendant is returned to court with a certification that competence has been regained, the court will determine whether the person is entitled to be admitted to bail or not.

An individual who is released from incarceration on bail is not a resident of a public institution and may be eligible for MC benefits, if other MC eligibility requirements are met. If not released on bail, the individual is likely to be held in a prison or jail prior to conviction or sentencing. Hence, the individual would then be a resident of a public institution and is ineligible for MC benefits.

33.1.5 Fleeing Felon

A fleeing felon is defined as an individual (either an adult or juvenile) who is fleeing to avoid prosecution, custody or confinement after a:

- Conviction of a crime that is considered a felony under the law from where the individual is fleeing, or
- Violation of a condition of probation or parole.

The existence of a warrant of arrest is presumed to be evidence of fleeing, unless proven otherwise by other evidences.

Fleeing felons are eligible for MC benefits until they are incarcerated, if other MC eligibility requirements are met.

33.1.6 Inmate

A person living or being cared for in an institution. See Section 43.2, 43.3 and 43.8 for a list of institutions.

33.1.7 EW Action to Suspend MC for Inmates

Upon notification that a client is incarcerated in a public institution the individual’s MC benefits must be suspended effective the date the individual becomes an inmate of a public institution. The method of “suspension” will be determined based on the household (HH) composition. The EW must take the following actions:

Table 78: Process for Suspending MC Benefits

Review the household composition of the MC case.	
If...	Then...
The client is the only individual on the case	<p>The EW must complete an SCD 1296 to have the aid code suspended on MEDS and mail the “Suspension of Medi-Cal Benefits for an Inmate” (MC 0377 S). The incarceration and suspension information can be found on the [INQU] MEDS screen.</p> <p>[Refer to MEDS Quick Reference Guide for Restriction Codes of incarceration (800 series) and Eligibility Status Codes (69X - full month) or (X5X - partial month)]</p> <p>Note: No 10-Day Notice is required.</p> <p>The CalWIN case will remain open with the individual marked in the home and requesting MC.</p>

Table 78: Process for Suspending MC Benefits

<p>The client’s case has additional household members,</p>	<p>The individual must be marked <i>Not in the Home</i> and <i>Not Requesting</i> on the Collect Case Individual Detail window in CalWIN. The individual’s MC will be “suspended” by discontinuing them in CalWIN, rather than sending the transaction to MEDS.</p> <p>Eligibility must be reevaluated for the remaining household members, excluding the incarcerated individual. If the reevaluation results in a negative action, follow all noticing requirements.</p> <p>The EW must mail the “Suspension of Medi-Cal Benefits for an Inmate” (MC 0377 S) for the “Suspended” individual.</p>
--	---

Suspension Period

MC benefits are suspended for up to one year from the date the individual becomes incarcerated (if otherwise eligible) or until the person is no longer an inmate, whichever is sooner.

Medi-Cal benefits are suspended effective on the date the EW32 online/batch transaction is submitted to MEDS. MEDS determines the Suspend Date and Suspend End Date that can be found on the [INQU] MEDS screen. In addition, Restriction Codes and the Eligibility Status Codes in MEDS are used to indicate incarceration for both partial and full months.

[Refer to [MEDS Handbook Chapter 1.9.29](#) for more information of the **Incarceration and Suspension Information** screen and [MEDS QRG](#) for Restriction Codes and Eligibility Status Codes.]

Lifting the Suspension

If the individual is released from the public institution prior to the end of the one year suspension the suspension must be lifted and eligibility restored unless the former inmate is ineligible. The Medi-Cal benefit is restored effective on the date of release. If the individual is incarcerated and released on the same day, there will be no restriction code in MEDS to any active Medi-Cal benefits.

The suspension must be lifted by following the process below:

<p>Review the household composition of the MC case.</p>	
<p>If...</p>	<p>Then...</p>
<p>The client is the only individual on the case.</p>	<p>The EW must complete an SCD 1296 to have the suspension lifted on MEDS via an EW 32 transaction. The “Suspension of Medi-Cal Benefits Removal of Suspension” (MC 0377 RS) must be mailed to the client.</p> <p>Note:</p> <p>The EW must obtain the incarceration date on [INQU] screen to use on the EW32 online transaction.</p>

<p>The client's case has additional household members,</p>	<p>The individual must be marked as <i>In the Home</i> and Yes selected from the <i>Requesting Assistance</i> drop down on then Collect Case Individual Detail window in CalWIN. The "Suspension of Medi-Cal Benefits Removal of Suspension" (MC 0377 RS) must be mailed to the client.</p> <p>Eligibility must be reevaluated for the remaining household members, including the previously incarcerated individual. If the reevaluation results in a negative action, follow all noticing requirements.</p>
--	--

Termination of Medi-Cal During the Suspension Period

When MC eligibility is terminated for an incarcerated individual while under suspension, the EW must mail the MC 0377 D "Discontinuance of Benefits" with appropriate 10 day NOA.

Changes During Suspension Period

If the basis for ongoing eligibility changes during suspension, eligibility should be updated as appropriate in MEDS (i.e. new aid code) with the suspension still in effect.

If the county discovers an inmate has been released prior to conducting the redetermination review process, the county must immediately remove the suspension from MEDS via an EW32 online transaction, and then complete an Ex- Parte Redetermination Process.

Redetermination

During the suspension period, all regular Redetermination requirements apply. If the redetermination requirements are not met, suspension must end and eligibility must be terminated with the timely discontinuance NOA mailed to the address listed in MEDS.

33.2 Other Institutions

The following facilities are not considered public institutions and its residents may be eligible for MC if other MC eligibility requirements are met.

33.2.1 Institution

An establishment that provides for four or more persons (unrelated to the proprietor) the following items:

- Food, and
- Shelter, and

- Some treatment or services beyond basic needs.

33.2.2 Medical Institution

Medical institutions include acute care hospitals, state-licensed medical facilities, etc. [See Section 43.1.4]

This includes:

- An acute care hospital
- An acute psychiatric hospital
- A skilled nursing facility
- A state licensed medical facility.

33.2.3 Non-medical Institution

An institution primarily engaged in providing:

- Non-medical residential care
- Custodial care
- Custody or restraint (includes penal institution).

33.2.4 Tuberculosis Institution

An institution primarily engaged in providing diagnosis, treatment, and care of persons with tuberculosis, including:

- Medical attention
- Nursing Care
- Related Services.

Individuals in a tuberculosis institution are eligible for MC if other MC eligibility requirements are met, UNLESS, they are sentenced for a criminal offense and the law enforcement agency retains responsibility for the individual.

33.2.5 Intermediate care facility

An intermediate care facility includes a convalescent hospital.

33.2.6 Child Care Institution

Child Care Institutions are for children who receive:

- Foster Care payments under Title IV-E of the Social Security Act (SSA)
- CalWORKs-Foster Care under Title IV-A of SSA.

33.2.7 Institution for the Mentally Retarded

An institution for the mentally retarded or persons with mental-related conditions is not considered a public institution. Mental-related conditions include:

- Long-term disability due to cerebral palsy or epilepsy, or
- Any other condition closely related to mental retardation.

Eligibility and placement in this type of institution is usually through a regional center administered by the Department of Developmental Services.



Exception:

Any individual, regardless of age, who is serving a sentence for a criminal offense and residing in ANY mental institution, is not eligible for MC.

33.2.8 Community Care Facility

A community care facility refers to any facility, place or building which is maintained and operated to provide non-medical, 24-hour residential care. This includes day treatment, adult day care, or foster family agency services for children and adults including but not limited to: physically handicapped, mentally impaired, incompetent persons, and abused or neglected children. Examples of community care facilities are:

- Residential Facility - A family home, or group care facility for 24-hour non-medical care of persons in need or personal services, supervision, or assistance essential for sustaining the activities of daily living or for protection of an individual
- Adult Day Care Facility - Provides non-medical care to persons 18 years of age or older in need of personal services, supervision, or assistance essential for sustaining the activities of daily living or for protection of an individual on less than 24-hour basis
- Therapeutic Day Services Facility - Provides non-medical care, counseling, educational or vocational support, or social rehabilitation services on less than 24-hour basis to persons 18 years or under who would otherwise be placed in foster care or are returning to a family from foster care.
- Foster Family Home - A residential facility which provides 24-hour care for six or fewer foster children and is the residence of the foster parent or parents, including their family

- **Small Family Home** - A residential facility which provides 24-hour care to six or fewer foster children who have mental disorders or developmental or physical disabilities and who require special care and supervision as a result of their disabilities. This home can also accept children without special health care needs
- **Social Rehabilitation Facility** - A residential facility which provides social rehabilitation services for no longer than 18 months in a group setting to adults recovering from mental illness who temporarily need assistance, guidance, or counseling
- **Community Treatment Facility** - A residential facility which provides mental health treatment services to children in a group setting
- **Group Homes** - A residential facility which provides 24-hour care and supervision for juveniles under age 18 who have been declared wards of the court for violation of a state or federal law.
- **Temporary Shelter Care Facility** - A 24-hour residential facility owned and operated by the county that provides short-term residential care and supervision for dependent children under 18 years of age who have been removed from their home because of abuse or neglect.

33.2.9 Publicly Operated Community Residence

A publicly operated community residence serving no more than 16 residents and is not considered a public institution.



Exception:

The following facilities may be publicly operated community residences that serve no more than 16 residents, but are considered public institutions and MC is not available for its residents:

- Residential facilities located on the grounds of or adjacent to any large public institution
- Correctional or holding facilities for prisoners or individuals being held under court order as witnesses
- Detention facilities, forestry camps, training schools, or any other facility for children determined to be delinquent
- Educational or vocational training institutions that provide an accredited program for its residents.

33.2.10 Alternatively Sentenced

An individual may be sentenced by the court to serve a term in jail but with certain conditions. The sentenced individual may be eligible for MC:

- If the sentence given by the court includes a periodic release of the individual, and
- The individual is released from the care and control of the law enforcement agency for periods of not less than 24 consecutive hours, and
- The law enforcement agency no longer maintains the custody and responsibility for the needs of the individual during the release period.

Eligibility for MC depends on the wording of the sentence given by the court as well as the legal responsibility of a law enforcement agency. Use the following examples as guidelines:

Situation # 1:

An individual is sentenced by the court to serve a term in jail. The sentence provides that the individual is to be permitted to leave the jail daily to attend school or go to work. However, the individual must return to the jail after work or school each day and remain incarcerated on weekends, holidays, etc.

The individual is NOT eligible for MC while serving the sentence. The penal authority has the responsibility for the individual's care and support.

Situation # 2:

A married couple is sentenced to jail. However, because a minor resides in the home, the court orders that each parent be released on alternate months so that one parent is available to care for the child(ren).

Each parent is eligible for MC for the months spent in the home if other MC eligibility requirements are met, and ineligible for any month in which he/she is incarcerated.

Situation # 3:

An individual is sentenced to be incarcerated for a given period with no provision for temporary release. The penal authority chooses to place the individual in a program without permission by the court, alteration of sentence, formal parole or probation.

The individual is NOT eligible for MC. The penal authority has not been released from responsibility for the individual's care.

Situation # 4:

An individual is sentenced to perform community service work in lieu of incarceration. The individual resides at home, performs his/her community service, and is (usually) loosely supervised to make sure he/she completes the sentence.

The individual is eligible for MC. The individual is not the financial responsibility of a penal authority until and unless the individual fails to comply with the sentence and is, as a result, incarcerated, then the individual becomes ineligible for MC.

33.2.11 Status Considerations

To determine eligibility for persons in an institution, the following must be considered in the order stated below:

- Age
- Inmate Status
- Type of institution/facility
- All other eligibility factors.

(intentional page break)

33.3 Special Institutional Eligibility Summary Chart

The following chart provides a summary of the different types of institutions and who may or may not be eligible for MC.

Type of Institution	Type of Inmate							
	Pre-Booking	Court Committed/Sentenced		Juveniles			Voluntary (Including Parolee/Probation)	
		21-64	65 or older	Under W&I Codes 601 or 300	Sentenced Under W&I Code 602	Others Under 21	21-64	65 or Over
Public Non-medical Institution (Correctional)	Eligible	Eligible	Eligible	Eligible	Ineligible	Ineligible	Eligible	Eligible
Public or Private General Medical Facility (non-IMD)	Eligible	Ineligible	Ineligible	Eligible	Ineligible	Eligible	Eligible	Eligible
Public or Private Mental Facility (IMD)	Eligible	Ineligible	Ineligible	Eligible to Age 22	Ineligible	Eligible to Age 22	Eligible	Eligible
Community Care Facility or Residential Treatment Center, or Board and Care Home (non-correctional)	Eligible	Ineligible	Ineligible	Eligible	Ineligible	Eligible	Eligible	Eligible
Public or Private Intermediate Care or Skilled Nursing Facility (non-IMD)	Eligible	Ineligible	Ineligible	Eligible	Ineligible	Eligible	Eligible	Eligible
House Arrest	Eligible	Eligible	Eligible	Eligible	Eligible	Eligible	Eligible	Eligible

- A person institutionalized before their 21st birthday is eligible until they reach their 22nd birthday as long as they remain continuously institutionalized and receive inpatient psychiatric care in an acute psychiatric hospital or a psychiatric health facility.

- Individuals released on bail or on their own recognizance are eligible for MC.
- Welfare and Institutions Code number explanations:

W&I 300	Person needs care due to mental or physical deprivation
W&I 601	Uncontrollable - ward of court
W&I 602	Violation of law
- Under Penal Code Section 1367, if a person is incompetent to stand trial, he remains in a mental facility and is eligible for MC.
- If a Murphy Conservatorship is established the sentence is terminated. (Refer to Penal Code 1370 on Section 43.4.3).
- If a person is under sentence but transferred to a residential treatment center or board and care home before release, he/she is eligible for MC.
- Fleeing Felons and violators of probation and parole are eligible for MC.
- Individuals under an order of detention because of TB are eligible for MC unless they are booked and sentenced for a criminal offense.

33.4 Authorized Representative

33.4.1 Authorized Representative During Incarceration

While an individual is incarcerated, the EW may only communicate with the AR listed on the SSApp and the cover letter. If, for any reason, the individual listed as AR on the SSApp and cover letter must be changed (i.e. turn over), a new AR form from page 15 in the SSApp is required. While in custody, the inmate authorizes the California Department of Corrections and Rehabilitation (CDCR) Transitional Case Management Program (TCMP) benefit workers to be their AR for purposes of assisting them in filling out the MC application and submitting the application

The AR is valid until the client cancels or requests a change in AR designation.

Table 79: Responsibility WHILE Inmate is INCARCERATED

WHO	ACTION
TCMP (listed on the pre-release cover letter and the SSApp)	<ul style="list-style-type: none"> • Submit a new AR form from page 15 on the SSApp. • Contact worker via phone to confirm that the updated AR form was received. • Follow up with an email. • Provide the inmate with the contact information for the EW/District Office.

Table 79: Responsibility WHILE Inmate is INCARCERATED

WHO	ACTION
Eligibility Worker	<ul style="list-style-type: none"> • Keep AR information up to date in CalWIN. • Communicate and share information only with designated individuals/organizations. • Complete the pre-release application timely.

33.4.2 Authorized Representative After Release

The Authorization of Release of Information CDCR 7385-A form is submitted with the pre-release MC application to identify the individuals and entities who may request information both pre- and post-release. These forms also identify the type of information that may be released, why the information is being requested and when the authorization expires.

Table 80: Responsibility AFTER the Inmate is RELEASED

Who	Action
TCMP (listed on the pre-release cover letter and the SSApp)	<ul style="list-style-type: none"> • No responsibility after the inmate is released
CDCR Parole Staff (listed on the CDCR 7385-A): <ul style="list-style-type: none"> • Parole Agents • Psychiatrists, • Licensed Clinical Social Workers, • Parole Services Associates, • Parole Administrators 	<ul style="list-style-type: none"> • Request and receive eligibility information after release for up to one year.
Eligibility Worker	<ul style="list-style-type: none"> • Send all Notices of Action to the address listed in MEDS. • Communicate with designated individuals/organizations listed on the CDCR 7385-A and share only the specific information listed on the CDCR 7385-A until the date of expiration. • Contact the regional contacts to confirm that the requests for information are valid, if questions or issues arise.

33.4.3 Cancellation of the Authorized Representative

Submission of a new AR form implies that the previous AR is canceled. The EW must take appropriate action in CalWIN to end the previous AR. Page two of the CDCR 7385-A identifies the specific date the client is canceling the AR. The agreement generally allows up to one year, for CDCR to provide continued assistance with MC coverage.

33.5 Pre-Release Application (AB720)

Incarceration does not prevent an individual from applying for and receiving MC. The Department of Health Care Services (DHCS) and the CDCR work together to determine potential MC eligibility for incarcerated individuals before their release date to allow for the individual to receive MC cover immediately upon release, if eligible.

Per AB720 the Santa Clara County Sheriff's Department (SD) was appointed in Santa Clara County to act as an Authorized Representative for the purpose of completing the MC application. In certain situations applications for county inmates may be submitted by advocacy groups (i.e. Health Trust) to expedite eligibility for highly sensitive populations.

The CDCR and SD will assist inmates nearing their release date and complete and submit a MC application to the Social Services Agency (SSA) AB720@ssa.sccgov.org e-mail box,. The county will accept pre-release applications, determine MC eligibility for the month of release, and notify CDCR of the eligibility outcome (no notification to SD is necessary for County Jail applicants).

33.5.1 CDCR and SD AB720 Application Process Responsibilities

The responsibilities of the CDCR and SD include:

- Helping the inmate complete and submit the MC application and available verifications before the scheduled release date.
- Provide timely notice to the County of any changes to the inmate's parole date or residence and/or mailing address.
- Ensure that pre-release applicants have the appropriate county contact information upon release.
- Maintain a supply of the Single Streamline Application (SSApp) and other applicable forms.
- Notifying the county of the applicant's parole date and residence address by sending the designated Cover Letter and the Single Streamline Application (SSApp).

33.5.2 SSA AB720 Application Process Responsibilities

The responsibilities of SSA include:

- Process all inmate applications, including add a person requests.
- Receiving all inmate applications by email in the AB720@ssa.sccgov.org e-mail box, by fax or by mail.

- Identifying the source of the application on the **Collect Applicant Information** window in CalWIN when application registration is performed. Select one of the following application source types;
 - *AB 720 County Jail*
 - *AB 720 Health Trust*
 - *AB 720 Prison*
 - *AB 720 Parole*
- Entering the application date as the date the application is received from CDCR or SD, unless the release date is before the received date. If the inmate has been released before the date the application is received, the release date will be the application date.
- Assisting inmates who are homeless upon release with no mailing address by using the General Assistance (GA) office address as their mailing address. **Note:** Mail initially needs to be picked up within 90 days, or will be returned. If client remains homeless, mail will need to be checked every 30 days.

1919 Senter Rd. San Jose, CA 95112

- In order to ensure the client receives their mail to their Santa Clara County address once they are released.
 - Update the inmate’s residence address and
 - Delete the AR’s mailing address.
- Maintaining contact with CDCR and SD throughout the application process.
- Sending the BIC and Notice of Action (NOA) to the prison address in care of the AR before the release date.



Note:

It will take ten (10) business days for the BIC to be generated from MEDS and additional days to deliver to the mailing address. A paper BIC should be issued and sent to the AR if the inmate will be released prior to receiving the BIC. If time permits, MC Managed Care Enrollment Packet is sent to the inmate’s AR, who will ensure the inmate completes the health plan enrollment form.

- Processing the application before the inmate’s release date, if possible.

If...	Then...
There is no active record for the inmate,	Process the Medi-Cal application.

(Chart page 1 of 2)

If...	Then...
The inmate will be added to the existing case,	The application will be forwarded to the appropriate district office to process as an add a person/add a program.
The inmate is currently active on a CalFresh, CalWORKS, or General Assistance case,	The application will be forwarded to the appropriate district office to process as an add a person/add a program. The continuing EW will follow up with CDCR or SD to determine how long the inmate was incarcerated to discontinue the inmate and generate Overpayments/Over Issuance as necessary.

(Chart page 2 of 2)

- Completing the Disability Determination Service Division (DDSD) procedures, when applicable.



Note:

A DDSD referral for an inmate must be identified as an inmate request and include the date of release in the County worker comment(s) section of the “Disability Determination and Transmittal” (MC 221). If DDSD requires a medical exam and the disability determination cannot be made before the inmate’s release date, DDSD will return the packet. If the inmate is released within 30 days of the original DDSD referral the EW must resubmit the packet once the inmate is released.

33.5.3 MC 0025 form

- The “Transmittal to CDCR Public Benefit Specialist on Determination of a Ward’s/Inmate’s Medi-Cal Eligibility” (MC 0025) form must be used to communicate with CDCR as follows:
 - Inform CDCR the application was received.
 - Request for additional information and/or verifications from CDCR following the current verification request time frames.
 - Notify CDCR of the inmate’s eligibility status 10 days before the release date.
 - Notify CDCR at least 10 days before release if the eligibility determination will not be completed before the inmate’s release date.
 - If there is a change to the inmate’s release date, a new MC 0025 describing the change must be sent to CDCR.

A completed MC 0025 should be filed in IDM. The MC 0025 is not a Notice of Action. This form should not be given to the pre-release MC applicant. The MC 0025 must use the “Inmate CDCR Number” on the cover letter submitted with the MC application to identify the client.

33.5.4 AB720 Health Trust Application

Health Trust submits applications for the AB720 population that have Human Immunodeficiency Virus (HIV) or Acquired Immunodeficiency Syndrome (AIDS). These applications are URGENT because the individuals with HIV/AIDS must have MC coverage when they are released from jail to avoid a gap in coverage and necessary medication. The AB720 Pre-Release applications submitted for this population will include the “AB720 Health Trust” (SCD 2363 B) indicating that the application is URGENT.

When clerical staff perform application registration for AB720 Health Trust applications the *AB 720 Health Trust* application type must be used.

33.5.5 AB720 Application Procedures

The following are the procedures to process AB720 Pre-Release applications for inmates:

Table 33-1: AB 720 Procedures


Step	Who	Action
1.	CDCR/SD	Completes, signs and sends the inmate’s MC application with a cover letter to the AB720 e-mail box (AB720@ssa.sccgov.org). The cover letter will contain information necessary to identify the inmate, release date, contact information and source of application.
2.	AB720 Clerical	<p>Receives the MC application and Cover Letter from e-mail box <u>daily</u>:</p> <ul style="list-style-type: none"> Performs File Clearance <p> Note:</p> <p>Individuals who must be added to an ongoing case will be processed as an add a person/add a program by a continuing unit. Clerical will forward these applications to the appropriate district office for processing.</p> <ul style="list-style-type: none"> Performs the Application Registration. <ul style="list-style-type: none"> The application date is the date the application is <u>received</u> unless the release date is before the received date. If the inmate has been released before the date the application is received, use the release date as the application date. Enters the appropriate Source Type on the Collect Applicant Information window. Records inmate’s MC application on the AB720 application log in the S: Drive. Creates a TMT for assignment.

Table 33-1: AB 720 Procedures

Step	Who	Action
3.	AB720 EW/ Continuing EW	<ul style="list-style-type: none"> • Receives TMT and evaluates application. • If the inmate is active on a CF, CW or GA case, follows up with CDCR or SD to determine how long the inmate has been incarcerated. Discontinue the inmate and generate OP/OI as appropriate. • If the release address is the same as an active family case, contacts the family to determine if the inmate should be added to the case upon their release. If the inmate will be added to the existing case, processes the request. • Informs CDCR the application for the inmate was received using MC 0025 (no notification to the SD is necessary for county jail inmates). <p>Note:</p> <p style="padding-left: 20px;">The application date should be the date the application was <u>received</u>, unless the release date is before the received date. If the client has been released from prison or jail when application is received, process application with the release date as application date. If necessary, the application date in CalWIN must be changed <u>before</u> running EDBC.</p> <ul style="list-style-type: none"> • Reviews the application for completeness, and takes any necessary steps to complete the eligibility determination by the date of release. • Contacts CDCR via MC 0025 or SD if more information or verifications are needed. • Mails disability referral packet to DDS if the inmate is claiming a disability. <p>To obtain eligibility in the appropriate month:</p> <ul style="list-style-type: none"> • Enters on the Collect Case Individual Detail window, Program Requested tab the first day of the release month as the <i>Effective Begin Date</i>. Do Not request MC for months before the release month. • Enters on the Display Institutional Care Summary window, the MC application date as the <i>Effective Begin Date</i> and the last day of the month before the release month as the <i>Effective End Date</i>. For example, if the client will be released on 12/15/15 the <i>Effective End Date</i> will be 11/30/15. • <u>CalWIN will fail any months prior to the release month</u>. Runs EDBC and authorizes the denial for past months and the approval for current and future months. • Suppress the denial NOA for all months before the inmate’s release. • Mails BIC and NOA to CDCR before the release date, if the BIC will not arrive by the inmate’s release date, sends the paper BIC to CDCR (BIC and NOA should be mailed to the release address for county jail applicants). • Notifies CDCR of the inmate’s eligibility status 10 days before release (no notification necessary to SD for county jail applicants). • Send a new MC 0025, if there is a change to the inmate’s release date, describing the change must be sent to CDCR (no notification necessary to SD for county jail applicants).

Table 33-1: AB 720 Procedures

Step	Who	Action
4.	AB720 Sup (Intake applications only)	<ul style="list-style-type: none"> • Maintains contact with CDCR and SD. • Reviews cases before transfer to continuing.

33.5.6 AB720 Verifications

All case information must be verified in accordance with current MC rules. If an individual appears to be eligible but there is a verification missing and the individual cannot provide verifications due to incarceration, eligibility should be approved and the EW must follow up with the individual after their release from incarceration.

Household and Tax Filing Status

Individuals who identify themselves as primary tax filers because their household status or tax filer status is uncertain must be treated as single individuals for purposes of approving the pre-release application. If that status changes after release, the EW must update the case and add the former inmate to the family case if appropriate. If the individual is being added to an ongoing case the EW must communicate with the primary contact to determine if the inmate is part of the tax filing household.

Income

Income is first verified through the federal hub, if the reported income is not reasonably compatible the EW must review all other electronic systems (MEDS, etc.). If the income cannot be verified and the inmate is not able to resolve the discrepancy due to incarceration, (but is otherwise eligible), the EW must grant eligibility and follow up with the individual to resolve the income issue as soon as possible after the release date.

Identity

Verification of citizenship and identify through the Social Security Administration electronic verification process meets both citizenship and identity requirements for U.S. citizens. If an inmate is not a citizen or identity is not verified through the electronic verification process, verification by CDCR or SD that the individual is a inmate can be used for identity purposes. Title 22, California Code of Regulations, Section 50167(A)(6)(D)(1) provides that the identity may be verified by presence in the institution if the facility verifies presence in the institution. That basic verification of identity can be accepted for pre-release applicants if there is no other evidence available and no evidence that contradicts the identity information provided by CDCR or SD (such as a discrepant Social Security Number (SSN)).

Citizenship/Immigration Status

MC applicants must provide information about their citizenship or immigration status as part of the normal application process. Citizenship and immigration status must be declared, but MC eligibility can be granted while citizenship or immigration status is being verified, in accordance with current MC rules, if the applicant is otherwise eligible.

SSN

If a pre-release applicant has an SSN, or is taking steps to obtain one, and is otherwise MC eligible, eligibility can be granted but the county must follow up with the inmate upon release to verify the SSN. If the SSN cannot be verified electronically, or there is reason to believe there is a discrepancy with the inmate's SSN, MC eligibility cannot be granted until the issue is resolved.

Property

MC eligibility must be granted if there are no identified assets that would make the inmate ineligible. Counties should work with the inmate or his or her representative to obtain any additional verification information after the inmate is released.

Residency

Inmate status may be used to verify California residency if: 1) there is no other evidence of California residency available, 2) CDCR or SD confirms that the inmate is incarcerated in a correctional facility, 3) the inmate declares an intent to reside, and 4) there is no evidence to suggest the inmate will not be a California resident in the month of release. If this verification of residency is used because the inmate cannot obtain the necessary verification due to his or her incarceration, the county may grant MC eligibility, if the pre-release applicant is otherwise eligible. The county must follow up with the inmate upon release to obtain the necessary verification based on the inmate's California residence.

33.5.7 AB720 Pre-Release Questions and Answers

Question 1: How far in advance can a pre-release application be initiated?

Answer 1: 60-90 days before an inmate's release date.

Question 2: What should the county do if eligibility is established but the release date changes and it is too late to correct the eligibility?

Answer 2: The county must suspend the MC benefits of the inmate and then lift the suspension when the inmate is released, if the individual is still eligible.

Question 3: Once a county has placed the pre-release applicant into the appropriate MC aid code, how long will it take for a BIC to be generated and delivered?

Answer 3: It will take up to 10 business days for a BIC to be generated from MEDS and delivered to the mailing address in MEDS.

Question 4: Where will the BIC and MC Managed Care Enrollment Packet be sent?

Answer 4: The BIC and the MC Managed Care Enrollment Packet will be sent to the mailing address in MEDS. For CDCR pre-release applicants, this address will typically be the mailing address of the AR who is helping the inmate apply for MC. Counties should ensure an inmate's mailing address is correct in MEDS so that the BIC and MC Managed Care Enrollment Packet are sent to the pre-release AR whenever possible. The goal is to ensure the inmate has their BIC in hand and has completed the MC Managed Care Enrollment Packet prior to release.

Question 5: When should a temporary paper BIC be issued?

Answer 5: If there is not enough time for the BIC to be generated and sent securely to inmate's AR upon release, counties should securely issue a temporary paper BIC.

Question 6: What if a pre-release applicant is on an inmate aid code in MEDS and the county is unable to update eligibility as needed for a pre-release applicant?

Answer 6: If a pre-release applicant is on an inmate aid code controlled by the state, and the EW is unable to update eligibility in MEDS, county staff should contact state MCIEP staff by sending an e-mail to mciep@dhcs.ca.gov. Counties should take steps to protect confidential or personal information by sending these communications by secure e-mail when necessary.

33.6 Medi-Cal Inmate Eligibility Program (MCIEP)

The Medi-Cal Inmate Eligibility Program (MCIEP) allows California to claim Federal Financial Participation funding when an inmate receives inpatient hospital services for more than 24 hours off the grounds of the correctional facility if the inmate is otherwise eligible for MC.

33.6.1 State MCIEP

Assembly Bill (AB) 1628 and Senate Bill (SB) 92 authorize the California Department of Corrections and Rehabilitation (CDCR) and the Department of Health Care Services (DHCS) to work together to provide eligible inmates with MC benefits limited to inpatient hospital services off the grounds of the correctional facility for a minimum of 24 hours. The California Correctional Health Care Services (CCHCS) staff complete MC applications on behalf of the state inmate population for CDCR and submit to DHCS for processing. MC can be suspended for up to one year for incarcerated individuals (regardless of age) who are already on MC when they become incarcerated. DHCS began accepting and processing MC applications for adult inmates in a state prison in collaboration with CCHCS on April 1, 2011. Although the MC eligibility determinations are conducted by DHCS, counties have certain roles and responsibilities.

33.6.2 County MCIEP

Per AB720 the county can act on behalf of county inmates and help county inmates apply for health care coverage. The Santa Clara County Sheriff's Department (SD) staff complete MC applications on behalf of the Santa Clara County inmates and submit to Santa Clara County Social Services Agency (SSA) for processing. The county where the inmate is incarcerated is responsible for processing the county inmate MCIEP application and maintenance of case. If the county receiving the MCIEP application is not the inmate's county of incarceration, the application and all received document must be forwarded to the county of incarceration within fifteen (15) days from the application received date for initial eligibility determination and follow-up. If the inmate claims to be disabled, a disability application packet is part of the MC application process. Applicants determined eligible for MC will have eligibility in the Medi-Cal Eligibility Data System (MEDS). However, inmates eligible for MCIEP will not receive a BIC. Additionally, SSA began accepting and processing MC applications for adult inmates in the county jail in collaboration with SD on November 1, 2015.



Note:

Inmates who are active in an MCIEP aid code and are scheduled to be released may apply for MC. MC applications received for an inmate currently receiving MCIEP who is scheduled to be released or recently released should be considered a change of circumstance and treated as an AB720 Pre-Release application. [Refer to Chapter 33, Section 33.4 "Authorized Representative," page-15].

33.6.3 Eligibility Requirements

Applications for inmates are submitted by CCHCS to DHCS for state inmates or by SD to SSA for county inmates. DHCS or SSA reviews the MC application, completes the eligibility determination for MC, performs the MC redetermination, and maintains the case record for the inmate population.

In accordance with federal guidelines, an inmate must meet ALL of the following criteria to be eligible for MCIEP:

- Be an inmate of a California State prison or a California County Jail,
- Receive inpatient hospital services off the grounds of the correctional facility for more than 24 hours, AND
- Meet all MC eligibility requirements.

When an inmate is hospitalized or is expected to be hospitalized, an MC application is submitted on behalf of the inmate. The application is reviewed to determine whether the inmate is eligible for MC. Previous disability history is also reviewed and, if necessary, DDSD referral is required for a disability determination.

33.6.4 Summary of Responsibilities

CCHCS or SD staff need to:

- Identify inmates admitted for inpatient services off the grounds of the correctional facility.
- Forward completed MC applications for inmates to DHCS or SSA.
- Forward all needed documentation.
- Forward medical records, if a DDSD referral is needed.
- Receive eligibility information from DHCS or SSA regarding an inmate's MC determination.
- Update case information as needed.

DHCS or SSA staff need to:

- Perform state and county inmate eligibility determinations.
- Notify CCHCS or SD of eligibility determination.
- Complete MC RDs.
- Enter information into MEDS and perform ongoing case maintenance.

- Complete a DDS referral if a disability determination is required.

Billing and County Responsibility

With the implementation of moving all State and County inmate MC aid codes from the primary segment (INQM) to the secondary segment (INQ1/INQ2/INQ3) in MEDS as of July 1, 2016, both full scope MC coverage and restricted scope inmate coverage can now co-exist in the same month with different county of responsibility in these segments for an inmate. MEDS also allows for payment of claims for Inmate and non-Inmate coverage within the same month. Therefore, it is imperative that a county MCIEP application must be processed by County of Incarceration even though a MC client has residency in another county (County of Residency). This will prevent the incorrect county being billed for the non-federal share incurred by the medical services provided to the MCIEP eligible county inmate. The correct county residency address of incarceration and county responsibility code must be displayed in the secondary segment in MEDS.

The following scenarios provide guidance on the actions to take for different circumstances:

Scenario 1:

County A receives an application from County B for an inmate who is incarcerated in County B, but the inmate claims he resides in County A on the MCIEP application.

Action 1:

County A should return the application back to County B for eligibility determination and maintenance of case.

Scenario 2:

County A receives an application from the jail in County B for an individual who is incarcerated in County B, but received inpatient services off the grounds of the correctional facility in County A.

Action 2:

County A should return the application to County B, as County B is the county responsible for processing the MCIEP application and maintenance of case.

Scenario 3:

Inmate was incarcerated in County A from 1/29/16 to 4/5/16. The inmate reported to the county eligibility worker at the jail facility who took the application he was planning on returning to County B once he was released. This inmate was not living in County A at the time of the arrest.

Action 3:

County A is the county responsible for processing the MCIEP application and maintenance of case.

Scenario 4:

County A receives MCIEP application for an incarcerated individual in County A. There is an active MC case that was suspended in County B.

Action 4:

County A sends a request to County B to lift the suspension. The two counties would need to communicate to ensure the correct county removes the suspension, as only the county which suspended the MC eligibility can remove the suspension. County A is the county responsible for processing the MCIEP application and maintenance of case.

33.6.5 County Involvement with MCIEP State Inmates

Although DHCS administers MCIEP for state inmates, there are some situations in which county involvement is necessary for proper administration of the program. The following situations address circumstances in which the county may come into contact with a State MCIEP case.

State Inmates and Parole

When it is discovered that an individual is currently receiving MCIEP and released from prison, this is considered a change in circumstances. DHCS should provide the inmate’s county of residence with the inmate’s case information. When notified that the MCIEP individual is released, the County must follow the Ex Parte process to evaluate eligibility for ongoing MC benefits. The parolee remains in the MCIEP aid code until the Ex Parte process is complete.

Table 33-2:

If the parolee is determined...	Then...
Eligible for MC,	<ul style="list-style-type: none"> • EW must place the parolee in the appropriate MC aid code for ongoing eligibility. • Request that a BIC be sent to the beneficiaries’ address.
Not eligible for MC,	Follow procedures for discontinuing MC eligibility.

When a state inmate is paroled, the parole agent may give the parolee a letter with details about their possible eligibility for MC. If the former inmate is released/paroled and he/she applies for aid at the county Social Services office, and he/she has eligibility in MEDS under MCIEP, consider this application a change of circumstance and transition the individual into an ongoing MC aid code, if otherwise eligible.

Inpatient Services for Pregnant Inmates

When a pregnant inmate is eligible for and receiving MC at the time of the infant's birth, the infant is automatically deemed eligible for MC without a separate MC application until age one, as long as the infant resides in California.

DHCS will notify SSA of the infant's birth through the "MCIEP DHCS-County Transmittal Form." The county of responsibility will be where the infant resides, unless the infant is under Foster Care placement or pending the adoption process. In those cases, the County must follow the current process for deemed infant, Foster Care, and/or adoption eligibility.

In circumstances when a pregnant inmate is not MC eligible under the MCIEP, the infant does not qualify under Deemed Eligibility. For state inmates, CCHCS has an established MC application process in place for the mother to apply for the infant. For county jail inmates, the infant does not qualify under Deemed Eligibility, but may qualify through the regular MC application process.

MCIEP Recipient Applies for MC After Release

If an MCIEP individual applies for MC through SSA, consider the application a change of circumstance and transition the individual into the aid code he/she would be eligible for if not incarcerated, if otherwise eligible.

Although benefits for MCIEP are restricted to inpatient services, clients cannot be required to reapply for MC when they are released within 12 months of the MCIEP application. For state inmates DHCS should inform our agency and transfer the case information along with copies of documents when an MCIEP individual is about to be released from prison. The EW must follow the Ex Parte process to determine continuing MC eligibility and if eligible place the inmate in an appropriate MC Aid Code and mail the BIC.

Open MC Case

If DHCS finds an open MC case, DHCS will advise SSA of the findings. The EW must discontinue the individual from the case effective the first day of the following month and send a Notice of Action (NOA) to the last known address. If the inmate was part of a family case, then the family must be redetermined using the Ex Parte process.

33.6.6 State Inmate Aid Codes

The following aid codes are used by DHCS staff to establish eligibility for state inmates who are eligible for the MCIEP program.

Table 33-3:

Aid Code	MC Benefits	SO C	Program/Description
F1	Limited Non-MAGI	No	MC no share-of-cost (SOC) for Aged, Blind and Disabled State Inmates. MC benefits limited to covered inpatient hospital (Title XIX) services only, for inmates in state correctional facilities who receive those services off the grounds of the correctional facility.
F2	Restricted; Limited Non-MAGI	No	MC no SOC for Aged, Blind and Disabled undocumented State Inmates. MC benefits limited to covered inpatient hospital emergency (Title XIX) and pregnancy-related (Title XXI) services only, for inmates in state correctional facilities who receive those services off the grounds of the correctional facility.
N5	Limited MAGI	No	Medi-Cal benefits limited to covered inpatient hospital only, for adult inmates aged 19 through 64 years of age in state correctional facilities who receive those services off the grounds of the correctional facility.
N6	Restricted; Limited MAGI	No	Medi-Cal benefits limited to covered inpatient hospital and pregnancy services, for undocumented adult inmates aged 19 through 64 years of age in state correctional facilities who receive those services off the grounds of the correctional facility.
G1	Limited	No	MC no SOC for State Juvenile Inmates. MC benefits limited to covered inpatient hospital and inpatient mental health (Title XIX) services only, for juvenile inmates in state correctional facilities who receive those services off the grounds of the correctional facility.
G2	Restricted; Limited	No	MC no SOC for undocumented State Juvenile Inmates. MC benefits limited to covered inpatient hospital emergency and inpatient mental health emergency (Title XIX) and inpatient pregnancy-related (Title XXI) services only, for juvenile inmates in state correctional facilities who receive those services off the grounds of the correctional facility.

33.6.7 County Inmate Aid Codes

The following aid codes have been implemented in MEDS for use by the counties.

Table 33-4:

Aid Code	MC Benefits	SO C	Program/Description
F3	Limited Non-MAGI	No	MC no SOC for County Inmates for Aged, Blind and Disabled adult inmates. MC benefits limited to covered inpatient hospital (Title XIX) services only, for inmates in county correctional facilities who receive those services off the grounds of the correctional facility.

Table 33-4:

Aid Code	MC Benefits	SOC	Program/Description
F4	Restricted; Limited Non-MAGI	No	MC no SOC for undocumented County Inmates for Aged, Blind and Disabled adult inmates. MC benefits limited to covered inpatient hospital emergency (Title XIX) and pregnancy-related (Title XXI) services only, for inmates in county correctional facilities who receive those services off the grounds of the correctional facility.
K6	Full Scope MAGI	No	Full Scope MC with no SOC for County Compassionate Release Program (CCRP) and County Medical Probation Program (CMPP) for <u>newly</u> eligible adult group 19 through 64 years old and citizen/lawfully present with income at or below 138% FPL, including disabled/blind with income over 128% up to 138%; Title XIX; 100% Federal Medical Assistance Percentages (FMAP), 90% Federal and 10% County for Family Planning Services
K7	Restricted Scope MAGI	No	Restricted Scope MC with no SOC for CCRP and CMPP for <u>newly</u> eligible adult group 19 through 64 years old undocumented county inmates with income at or below 138% FPL, including disabled/blind inmates with income over 128% up to 138% FPL; Title XIX/Title XXI; 88% Federal /12% State FMAP; (Title XXI) limited to pregnancy-related services; 100% FMAP, (XIX) for emergency services including labor and delivery; 100% State funding for postpartum and Long Term Care (LTC) services
K8	Full Scope MAGI	No	Full Scope MC with no SOC for CCRP and CMPP for <u>not</u> newly eligible adult group 19 through 64 years old, including disabled /blind recipients without SSI/Medicare and citizen/lawfully present with income at or below 128% FPL; Title XIX; 50% Federal/50% State FMAP for Full Alternative Benefit Plan Services.
K9	Restricted Scope MAGI	No	Restricted Scope MC with no SOC for CCRP and CMPP for <u>not</u> newly eligible undocumented adult group 19 through 64 years old, including disabled /blind recipients without SSI/Medicare with income at or below 128% FPL; Title XIX/Title XXI; 50% Federal/50% State FMAP (TitleXIX) for emergency services including labor and delivery; 88% Federal/ 12% State FMAP (XXI) for pregnancy-related services; 100% State funding for postpartum and LTC services; 100% State funding for postpartum and LTC services.
N7	Limited MAGI	No	Medi-Cal no SOC for County Adult Inmates. Medi-Cal benefits limited to covered inpatient hospital services only, for adult inmates aged 19 through 64 years of age in county correctional facilities who receive those services off the grounds of the correctional facility.
N8	Restricted MAGI	No	Medi-Cal no SOC for undocumented County Adult Inmates. Medi-Cal benefits limited to covered inpatient hospital services only, for adult inmates aged 19 through 64 years of age in county correctional facilities who receive those services off the grounds of the correctional facility.
G3	Restricted; Limited Non-MAGI	Yes	MC SOC for County Inmates. MC benefits limited to covered inpatient hospital (Title XIX) services only, for inmates in county correctional facilities who receive those services off the grounds of the correctional facility.

Table 33-4:

Aid Code	MC Benefits	SOC	Program/Description
G4	Restricted; Limited Non-MAGI	Yes	MC SOC for undocumented County Inmates. MC benefits limited to covered inpatient hospital emergency (Title XIX) and pregnancy-related (Title XXI) services only, for inmates in county correctional facilities who receive those services off the grounds of the correctional facility.
G5	Restricted; Limited	No	MC no SOC for County Juvenile Inmates. MC benefits limited to covered inpatient hospital and inpatient mental health (Title XIX) services only, for juvenile inmates in county correctional facilities who receive those services off the grounds of the correctional facility.
G6	Restricted; Limited	No	MC no SOC for undocumented County Juvenile Inmates. MC benefits limited to covered inpatient hospital emergency and inpatient mental health emergency (Title XIX) and inpatient pregnancy-related (Title XXI) services only, for juvenile inmates in county correctional facilities who receive those services off the grounds of the correctional facility.
G7	Restricted; Limited	Yes	MC SOC for County Juvenile Inmates. MC benefits limited to covered inpatient hospital and inpatient mental health (Title XIX) services only, for juvenile inmates in county correctional facilities who receive those services off the grounds of the correctional facility.
G8	Restricted; Limited	Yes	MC SOC for undocumented County Juvenile Inmates. MC benefits limited to covered inpatient hospital emergency and inpatient mental health emergency (Title XIX) and inpatient pregnancy-related (Title XXI) services only, for juvenile inmates in county correctional facilities who receive those services off the grounds of the correctional facility.

33.6.8 MCIEP Application Process

The following is the MCIEP Application Process:

Table 81: MCIEP Application Process

Step	Who	Action
1.	Sheriff's Department	<ul style="list-style-type: none"> Complete, sign and send the inmate's MC Application and the "MCIEP Cover Letter" (SCD 2456) to the designated AB720 EW on a monthly basis. The cover letter includes: <ul style="list-style-type: none"> The inmate's name, The jail name, Date of admission to jail, The hospital name, The number of days in the hospital, A yes/no field for current MC benefits, CalWIN case number, Citizenship/Immigration status, and The authorized representatives address.

Table 81: MCIEP Application Process

Step	Who	Action	
2.	AB720 EW	<ul style="list-style-type: none"> • Receives the SCD 2456 and applications via e-mail • Reviews applications to determine if the inmate has an open case assigned to an office/EW • Sends two separate e-mails with the following information to AB720@ssa.sccgov.org: <ul style="list-style-type: none"> • All applications for individuals with an active case (subject field- Active/Open Case) • All applications for individuals with no active or open case (subject field- AB720 MCIEP) 	
3.	AB720 Clerical	Receives e-mail from AB720 EW	
		If the Individual...	Then...
		Has an open/active case,	<ul style="list-style-type: none"> • Scans application into IDM (F1) • Creates a TMT for the assigned EW/Unit under the <i>Verification</i> category with the description of "MCIEP Request"
		Not known to CalWIN, MEDS or CalHEERS, (No CIN)	<ul style="list-style-type: none"> • Completes Application Registration to assign a CIN. [Refer to Clerical Handbook Chapter 8.2] • Cancels the application in CalWIN. [Refer to Clerical Handbook Chapter 8.6] • Assign the MCIEP Application to an AB720 EW via office process • Saves the application on the Shared Drive/MCIEP folder
		Known to CalWIN, MEDS or CalHEERS but no open/active case	<ul style="list-style-type: none"> • Assigns the MCIEP Application to an AB720 EW via office process • Saves the application on the Shared Drive/MCIEP folder
Is only known to CalHEERS	<ul style="list-style-type: none"> • Search for an application in the Search for External Referral Data window in CalWIN. • Complete full application registration process [Refer to "External Referral," page 20-1] • Mark application type as AB720 Hospital. • Assign the application to an AB720 EW via office process. 		

Table 81: MCIEP Application Process

Step	Who	Action	
4.	EW	<p>For Individuals with no open/active case:</p> <ul style="list-style-type: none"> • Reviews application forms • Performs Ex Parte review • Contacts RO for more information, if necessary • Determines the correct aid code to use [Refer to 33.6.7 County Inmate Aid Codes]. • Submits an SCD 1296 to update the secondary segment of MEDS. (ensure that the MCIEP aid code is approved for the period in which the inmate was seen in the hospital) • Check MEDS in 2 days to confirm the client is active on the correct aid code • Send the appropriate MCIEP Approval NOA to the Sheriff's Department AR [Refer to PD 17-18]. <p>IMPORTANT! If a new case was opened as a result of a CalHEERS application, approve the "regular" Medi-Cal aid code if otherwise eligible and immediately suspend it.</p> <p>NOTE: Do not make MCIEP entries in CalWIN if no active case exists. At this time all MCIEP entries are made directly in MEDS.</p> <p>If the client is only active on SSI</p> <ul style="list-style-type: none"> • Completes the MC 195 "County Transmittal for MCIEP Applicants Receiving SSI". • Sends the completed MC 195 to DHCS at MCIEP@dhcs.ca.gov as an encrypted e-mail with the subject type of "MC 195 County Transmittal for MCIEP Applicants Receiving SSI" <p>Reminder: Do NOT include any Personally Identifiable Information (PII) information in the Subject field.</p>	<p>For individuals with an open/active case:</p> <ul style="list-style-type: none"> • Suspends current MC aid code [Refer to 33.1.7 EW Action to Suspend MC for Inmates] • Reviews application forms • Performs Ex Parte review • Contacts RO for more information, if necessary • Determines the correct aid code to use [Refer to 33.6.7 County Inmate Aid Codes]. • Submits an SCD 1296 to update the secondary segment of MEDS with the correct MCIEP aid code (ensure that the MCIEP aid code is approved for the period in which the inmate was seen in the hospital) • Check MEDS in 2 days to confirm the client is active on the correct aid code • Send the appropriate MCIEP Approval NOA to the Sheriff Department AR [Refer to PD 17-18].

33.6.9 MCI EP Cover Letter

The MCEIP cover letter (SCD 2456) is used by the Sheriff Department to submit applications for inmates who have received hospital services over 24 hours.

Medi-Cal Inmate Eligibility Program (MCI EP)

Inmate Received External Hospital Services **More Than 24 hours.**

<p>To:</p> <p>Santa Clara County – SSA North County AB720 Unit AB720@ssa.sccgov.org</p>	<p>From:</p> <p>Contact: _____ Phone: _____ Email: _____ Address: _____</p>
--	--

County inmate hospitalized outside of the locked facility for more than 24 hours.

NAME: _____

Name of Jail: _____

Date of Admission to Jail: _____

Hospital Name: _____

Date of Admission to Hospital:

Length of stay in the Hospital: _____

Current Medi-Cal Record?: YES NO

Case #: _____

Citizenship/Immigration Status (Citizen, Legal Permanent Resident, Undocumented, etc): _____

33.7 Medical Parole and Compassionate Release

SB 1399 (Chapter 405, Statutes of 2010) authorizes CDCR to grant medical parole to eligible state inmates who have been deemed permanently medically incapacitated by the medical parole board and by the head physician of the institution where the inmate is located.

An inmate granted medical parole is potentially eligible for full scope MC. Inmates who are medically paroled are typically placed into Long Term Care (LTC) facilities off the grounds of the correctional facility.

SB 1462 (Chapter 837, Statutes of 2012) gives counties the option to grant medical probation for qualifying county inmates, similar to medical parole for state inmates.

Eligibility for Medical Parole for State Inmates

An inmate must be permanently medically incapacitated, with a medical condition that makes the inmate unable to perform activities of basic daily living and requires 24-hour care to be eligible for medical parole. (The incapacitation must not have existed at the time of sentencing.)

The Board of Parole Hearings must also determine that the conditions under which the prisoner would be released would not reasonably pose a threat to public safety.

Medical Parole may end if the:

- Inmate's medical condition changes or improves, or
- Inmate is released from the LTC facility and returned to the correctional facility, or
- Inmate is granted regular parole.

CCHCS fills out an application form on behalf of the parolee and submits the form to DHCS. The application is reviewed to determine whether the medical parolee is eligible for MC. When appropriate, the disability history is reviewed and if necessary, a disability determination packet is forwarded to DDSD for a disability determination. When the eligibility determination is completed, DHCS sends a NOA to CCHCS.

CCHCS staff need to:

- Forward completed MC applications and documentation to DHCS.
- Forward medical records, if a disability determination packet is needed.
- Receive eligibility information NOAs from DHCS regarding an inmate's MC determination.
- Work with DHCS to identify patient services provided to eligible inmates.
- Inform DHCS when the inmate is released, paroled, or transferred.

DHCS staff need to:

- Perform file clearance for each application.

- Perform state inmate eligibility determinations.
- Determine the correct aid code for Medical Parolees.
- Perform ongoing case management.
- Process and forward disability determination packets to DDSD-SP for a disability evaluation.
- Forward inmate eligibility information to CCHCS for program administration purposes.
- Perform MC RDs.
- Refer inmate cases for those released on regular parole and still active in MCIEP to the county for an SB 87 eligibility redetermination.
- Forward case information to the county using the MCIEP DHCS-County Transmittal Form and sending via secure e-mail.
- Prepare and send NOAs to CCHCS.

33.7.1 State Inmate Aid Codes for Medical Parole

State medical parolees are eligible for all MC covered services if they meet all eligibility requirements.

The following aid codes are used for state medical parolees:

Table 33-5:

Aid Code	MC Benefits	SOC	Program/Description
G0 (G-zero)	Full-Scope	No	No SOC MC for State Medical Parolees who are entitled to all MC covered (Title XIX) services, because they are not considered to be incarcerated. Aid code G0 will be a secondary aid code.
G9	Restricted	No	No SOC MC for undocumented State Medical Parolees who are entitled to MC benefits limited to covered emergency and pregnancy-related (Title XXI) services only. Aid code G9 will be a secondary aid code.
K2	Full Scope	No	(Newly Eligible) No SOC MC for State Medical Parolees 19-64 years of age with citizen/satisfactory immigration status. Individuals must have income between zero percent to 138 percent FPL, including disabled/blind individuals with income 128 percent to 138 percent FPL. Not entitled to or enrolled in Medicare Parts A or B.
K3	Restricted	No	(Newly Eligible) No SOC MC for State Medical Parolees 19-64 years of age who are undocumented or have unsatisfactory immigration status. Individuals must have income between zero percent to 138 percent FPL and not be entitled to or enrolled in Medicare parts A or B. Medical benefits are limited to emergency, mental health emergency and pregnancy related.

Table 33-5:

Aid Code	MC Benefits	SOC	Program/Description
K4	Full-Scope	No	(Not Newly Eligible) No SOC MC for State Medical Parolees 19-64 years of age disabled/blind with citizen/satisfactory immigration status. Individual must have income between zero percent FPL and 128 percent FPL. Not entitled to or enrolled in Medicare parts A or B.
K5	Restricted	No	(Not Newly Eligible) No SOC MC for State Medical Parolees 19 -64 years of age who are disabled/blind who are undocumented/unsatisfactory immigration status. Individual must have income between zero percent to 128 percent FPL. Not entitled to or enrolled in Medicare Parts A or B. Medi-Cal benefits limited to emergency, mental health emergency and pregnancy related services.

33.7.2 County Medical Probation/Compassionate Release

SB 1462 (Chapter 837, Statutes of 2012), authorizes a county sheriff, or his/her designee, to:

- Release certain prisoners (compassionate release) from a county correctional facility, and
- Request that a court grant medical probation, or resentencing in lieu of jail time, to certain county inmates.

Compassionate Release

Below describes the eligibility for county medical probation and county compassionate release. County Sheriffs are authorized to release a prisoner from a county correctional facility on compassionate release if:

- The sheriff, in consultation with a physician, determines that the inmate has a life expectancy of six (6) months or less, and
- The sheriff determines the prisoner would not reasonably pose a threat to public safety, and
- The sheriff notifies the presiding judge of the superior court of his/her intention to release the prisoner, and
- A placement option for the prisoner is secured and SSA examines the prisoner’s eligibility for MC or other medical coverage.

Medical Probation

County Sheriffs are authorized to request medical probation if:

- A prisoner is physically incapacitated with a medical condition that makes the prisoner permanently unable to perform activities of basic daily living, requiring 24-hour care, and if that incapacitation did not exist at the time of sentencing, or

- A prisoner would require acute long-term inpatient rehabilitation services, and
- A placement option for the prisoner is secured and SSA determines the prisoner’s eligibility for MC or other medical coverage.



Note:

If at any time the court determines, based on a medical examination, that the probationer’s medical condition has improved to the extent that the probationer no longer qualifies for medical probation, the court may return the probationer to the custody of the sheriff.

33.7.3 County Inmate Compassionate Release and Medical Probation Eligibility Effective Dates and Termination Dates

When a new application is received for Compassionate Release/Medical Probation the effective eligibility date is the first day of the month of application.

When the client is transitioning from MCIEP the eligibility effective date will be the date of the transfer to Compassionate Release/Medical Probation. The termination date for MCEIP is the day before the transfer to Compassionate Release/Medical Parole. If the individual must be placed back on MCEIP from the Compassionate Release/Medical Parole aid code, the eligibility effective date for MCIEP will be one day after the termination date of the Compassionate Release/Medical Parole eligibility.

Termination of the Compassionate Release/Medical Probation aid code must be at the end of the month following an appropriate Notice of Action.



Note:

If the termination is due to death, the date of death should be used as the termination date.

33.7.4 County Inmate Aid Code Medical Probation and Compassionate Release

The following aid codes are used for county medical probation and compassionate release:

Table 33-6: Medical Probation and Compassionate Release Aid Code

Aid Code	Description
Aid Code K6	"(Newly Eligible) Title XIX, Medi-Cal No Share of Cost (SOC) County Compassionate Release/Medical Probation Program Inmates. Citizen/satisfactory immigration status individuals aged 19 through 64 years with income 0 to 138% FPL, including disabled/blind with income 128% to 138% FPL. Full Scope - covers all Medi-Cal covered services, including mental health services."

Table 33-6: Medical Probation and Compassionate Release Aid Code

Aid Code	Description
Aid Code K7	"(Newly Eligible) Title XIX/Title XXI, Medi-Cal No SOC for County Compassionate Release/Medical Probation Program Inmates. Undocumented/unsatisfactory immigration status individuals aged 19 through 64 years with income 0% to 138% FPL, including disabled/blind with income 128% to 138% FPL. Restricted Scope - Medi-Cal benefits limited to all Medi-Cal covered emergency, including mental health (Title XIX), and all pregnancy-related (Title XXI) services only."
Aid Code K8	(Not Newly Eligible) Title XIX, Medi-Cal No SOC for County Compassionate Release/Medical Probation Program Inmates. Citizen/satisfactory immigration status individuals aged 19 through 64 years, including disabled/blind (not on SSI), with income 0% to 128%. Full Scope - Covers all Medi-Cal covered services, including mental health services.
Aid Code K9	(Not Newly Eligible) Title XIX/Title XXI, Medi-Cal No SOC for County Compassionate Release/Medical Probation Program Inmates. Undocumented/unsatisfactory immigration status individuals aged 19 through 64 years, including disabled/blind (not on SSI) with income 0% to 128% FPL. Restricted Scope - Medi-Cal benefits limited to all Medi-Cal covered emergency, including mental health (Title XIX), and all pregnancy-related (Title XXI) services only.

33.8 Special Institutional Programs MEDS Functionality

Special Institutional Program MC coverage appears in the special segments in MEDS, allowing any current MC coverage to run concurrently in the primary segment (INQM).

The PGM data element in MEDS indicates the status of the coverage:

Table 82: MEDS PGM indicators

C	Current
P	Pending
F	Future Pending
H	Historical

33.8.1 MCIEP MEDS Functionality

Full month eligibility for MCIEP is currently viewable through the Special Segment screens in MEDS (INQ1, INQ2, or INQ3). Partial month eligibility for MCIEP displays on the [INQV] MEDS screen.

[Refer to [MEDS Handbook Chapter 1](#) for details of [INQV] screen.]

Retroactive Eligibility/Eligibility Effective Date

For MCIEP, the effective begin date (EFF-DATE) should be the first date that the MCIEP eligibility begins. Individuals are eligible for MCIEP for 90 days before the date of application, if all other eligibility criteria are met.



Note:

This policy differs from Retroactive MC which is for three months before the date of application.

MEDS Worker Alert

MEDS will issue the alert number 9572 at renewal for contradiction eligibility: 'Conflicting Eligibility - Check for Eligibility Termination'.

33.8.2 County Inmate Compassionate Release and Medical Probation MEDS

MEDS Worker Alert

Renewal Worker Alert number 9574 will generate when the end of the acceptable age range is approaching for a client who is 64 years and 10 months old.

MEDS Functionality

County Compassionate Release Program/County Medical Probation Program aid codes reside in the PAROLE special segment type in MEDS.

```

INQ2                ** SPECIAL PROGRAM 2 INFORMATION **                XXX - 02/15/17
                                                                15:35:45
CASE-NAME                DISTRICT MEB                XXXXXXXXXXXX                , XXXXXX
COUNTY-ID 19-K6-XXXXXXXX-X-XX    EW-CODE B304
MEDS-ID XXX-XX-XXXX    SSN-VER A    RV-COMP 12-2016    XXXX XXXXXXXX ST
BIRTHDATE XX-XX-XXXX    DOB-VER C    SEX M    GOV-RSP 1    XXXXXXXXXXXXXXXX                CA XXXXX
CHAINED-ID                LAST-MC/CP-CHG 10-06-16    ADDRESS-FLAG D    RES-COUNTY 19
PRIOR-MEDS-ID                LAST-OTH-CHG 11-23-16    APDP    PICKLE    RECOVERY
WELFARE-PGM 001    DEATH-DT                DEATH-CD    TERM-DT                TERM-REAS
CIN 9XXXXXXXXX 2    HIC-NO                BIC-ISSUE 06-09-15    PAPER-ISSUE
PGM:  M                1 (INMATE)                H 2 (PAROLE) C H 3                FS                CW
                2017 2016=====>
                02-17 PEND JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC
COUNTY 19                19
AID-CODE K6                K6
ELIG-STAT 001                001
SOC-AMT
CERT-DAY
OHC                N                N    N    N    N    N    N    N    N    N    N    N
RESTRICT
MEDICARE
HCPI-NUM
HCPI-STAT
OPTION __ <F13=VALID OPTIONS> F3=SUMMARY; F7=BACK; F8=FORWARD; ENTER=RETURN
    
```

33.9 Juveniles in Public Institutions

In determining the MC eligibility of juveniles (under age 18,) the nature of the detention, pre- and post-disposition situations, and types of facilities must be considered.

33.9.1 Disposition

Disposition in a juvenile case is the decision made by the court for the juvenile's welfare. A disposition order is the court decision as to whether the minor will be placed in foster care, sentenced, placed on probation, or released either temporarily or permanently. When the juvenile is ordered a "Ward of the Court" and is awaiting foster care placement and not awaiting sentencing for a criminal violation of law, the juvenile may be eligible for MC.

33.9.2 Before Disposition

A juvenile who is in a detention center due to criminal activity is a resident of a public institution and not eligible for MC.

If a juvenile resides in a detention center for the sole purpose of receiving physical/mental care and protection, or getting services that are for the best interest of the child, the juvenile is not considered an "inmate of a public institution." If there is a specific plan for him/her that makes the stay temporary (one or two months), he/she may be eligible for MC.

33.9.3 After Disposition

Juveniles placed on intensive probation that are residents of a detention center (which is part of the criminal justice system) are not eligible for MC benefits until the individual is released by the court. The juvenile may be eligible for MC if the facility is not part of the criminal justice system.

33.9.4 Nature of the Facility

The nature of the facility and status of the juvenile is important in determining MC eligibility because Title 42, Code of Federal Regulations (CFR) prohibits MC benefits to "inmates of public institutions." Refer to Section 43.4 for a definition and list of those considered inmates of public institutions. A juvenile is not eligible for MC if he/she is a resident of a public institution for a criminal offense.

33.9.5 Sample Disposition Orders

The decision or dispositional order must be reviewed by the EW to determine both the status of the minor and nature of the facility where the minor will be placed.

Table 33-7:

Juvenile Court Order Status	MC Benefits
Minor is in Foster Care in Licensed Residential Treatment Facility	Eligible
Minor is on Probation Awaiting Placement in Foster Care	Eligible
Minor is on Probation with residence in Licensed Residential Facility pending permanent placement	Eligible
Minor placed in a psychiatric facility - awaiting order of detention under Section 602	Not Eligible
Minor is placed in a Residential Treatment Center and then a Psychiatric Hospital	Eligible
Minor is placed with parents with permission to place the minor in a hospital. This would be viewed as Foster Care/Probation Placement with parents.	Eligible
Minor is released on probation to parents with a hospital stay, then placement to a 24-hour school upon release from hospital. Exception: If the 24-hour school is part of the criminal justice system and is a correctional facility, then the minor would not be eligible for MC.	Eligible
Minor is declared a Ward of the Court and is placed in a non-profit, residential facility which is a boy's camp to receive mentoring and counseling services. The facility is a 24-hour, non-medical facility which is not part of the criminal justice system.	Eligible

33.9.6 SB 1469 Pre-Release Application Process for Wards in County Juvenile Facilities

A juvenile loses MC eligibility if he/she is:

- In a detention center due to criminal activity and a resident of a public institution, or
- On intensive probation with a plan of release which includes residence in a detention center.

SB 1469 allows the MC application process to begin before the ward is released from custody allowing eligibility to begin immediately upon release from the juvenile detention facility.

A ward who previously would have had to re-apply for MC benefits after release from incarceration can, under SB 1469, apply for MC before release.

SB 1469 requires County juvenile detention facilities, in Santa Clara County this is the Probation Department, provide specific information to the Social Services Agency (SSA), to allow SSA to expedite MC eligibility determination for juvenile wards being released.

33.9.7 SB 1469 Application Process

The provisions of SB 1469 require:

Table 83: Juvenile Ward Application Process

Step	Who	Action
1.	Juvenile Court	Issues an order pertaining to the disposition of the ward of the county, committing that ward to a juvenile hall, camp, or ranch for 30 days or more.
2.	County Probation Department	Provides SSA with: <ul style="list-style-type: none"> • The ward’s name • The scheduled or actual release date, or if applicable, notify the SSA about placement into a medical/mental health facility • Any known information regarding the ward’s MC status prior to disposition and/or any other health coverage available. • Sufficient information when available, to begin the process of determining MC eligibility • Contact information for the ward’s parent or guardian, if available, and • Any changes in the ward’s release date.
3.	EW	Processes the MC application. NOTE: The EW will generally need to request additional information in order to complete the eligibility determination. However, there is NO change to existing eligibility policies and procedures, including citizenship/identity verification requirements and Performance Standards.

33.9.8 Eligibility Requirements

Applications submitted for juvenile inmates are processed like any other MC applications. The application may be signed by the person/agency responsible for the ward in accordance with current MC policy.

SB 1469 applications submitted by the Probation Department are processed by the MC Benefits Assistance (MBA) office. SB 1469 applications must be processed as URGENT.

The following rules apply:

- When the release date is scheduled for the ward, the Probation Department immediately notifies the ward’s parent/guardian of the referral for MC benefits for the ward and allows 30 days for a response.



Note:

If the parent/guardian informs the Probation Department that they do not want an application to be submitted on behalf of their child, no application will be initiated and the process ends. If the parent/guardian does not respond, the process continues.

- Within 45-90 days before the scheduled release date, the Probation Department sends a Transmittal form with the ward's information to MBA via E-mail along with supporting documentation, if applicable. MBA will acknowledge receipt of the referral via E-mail within 10 days of receiving the information.

**Note:**

If a disability is claimed for the ward, the Probation Department will also provide all known medical information for the EW to request a disability evaluation.

- The assigned EW works with Probation Department staff, and with the ward's parent/guardian as necessary to complete the MC application process.
- When the Probation Department is contacted for additional information, all MC application requirements apply. Eligibility cannot be established upon the ward's release unless all necessary information is provided.
- The application can be denied if the responsible individual does not cooperate with the request for information/verification needed.

**Note:**

Only the minimum information needed to determine or restore eligibility in accordance with current MC policy may be requested.

- MC eligibility begins on the date of release.
- The Probation Department must be notified whether the ward is eligible for benefits.

**Note:**

The application must be forwarded to the [Healthy Kids program](#) if the ward is not eligible for MC/OTLIC as long as consent is given.

- The Probation Department must be notified at least 10 days prior to the expected release date if the MC determination is not completed.
- If the ward is scheduled for release in less than 45 days, the pre-release application process must be expedited.
- An immediate need paper BIC must be issued for the juvenile as soon as eligibility is established to allow the ward to access services immediately upon release. The temporary card must be sent to the facility before the release date.
- All MC Notice of Action requirements apply.

33.9.9 MBA SB 1469 Juvenile Intake Procedures

The following chart provides instructions for processing SB 1469 applications. The shaded column section of the chart refers to the columns that are completed in the *SB1469 Minor Probation Medi-Cal Ins. Log* (JPD Log). The unshaded column section of the chart refers to the columns that are completed in the *JPD SB 1469 Application Log* (MBA Log).

Table 33-8:

Step	Who	Action	Column in the MBA Log
1.	JPD	<ul style="list-style-type: none"> • Makes at least 2 attempts to contact the parent/guardian by mail/phone to inquire if they want to apply for MC or ask if they have Other Health Coverage (OHC). • Documents the date the parent/guardian was contacted and if they want to apply for MC or have OHC. • Within 30-60 days of the release date, sends the referral transmittal via e-mail for wards who have or want apply for MC to MBA e-mail box (BACAppRegSB1469@ssa.sccgov.org) and documents the date the transmittal was sent. The email should provide the release date, and the e-mail subject line should include SB 1469 and the ward’s last name. • On the first Monday (or next working day when Monday is a holiday) of every month, sends the excel version of the JPD Log of wards via e-mail to MBA e-mail box with information on wards who have OHC and are not interested in applying for MC. The e-mail subject line should include SB 1469. <p>Note: If there are no referrals for 2 weeks in a row, JPD will send an email to the MBA e-mail box notifying them that there have been no SB 1469 referrals in the last 2 weeks.</p>	<p>J,K,M,N</p> <p>O</p>
2.	MBA Clerical	<ul style="list-style-type: none"> • Retrieves the referral transmittal from e-mail box. • IDs the child in CalWIN, CalHEERS and MEDS to determine if the child is currently enrolled in MC. • Records the referral transmittal on the MBA Log for tracking purposes. 	<p>A-J</p>

Table 33-8:

Step	Who	Action		Column in the MBA Log
	MBA Clerical	If the child...	Then MBA clerical...	
		Is currently active on CalWORKs or MC,	<ul style="list-style-type: none"> Documents in the Maintain Case Comments window “Urgent: Ward (fill in name) will be released on (fill in release date) ensure MC is active upon release.” Scans a copy of the referral transmittal into IDM. Issues Immediate Need BIC and e-mails it to JPD at: Michelle.Warzek@pro.sccgov.org and PRO-SB1469@pro.sccgov.org. No further action is necessary.	
		Is currently pending or active at Foster Care (FC),	Notifies FC by e-mailing SSPM, ASO I and fostercareprocessing@ssa.sccgov.org . Include the release date, name and DOB.	
		Is not currently active, but the family has an open CalWORKs or MC case (i.e. in suspended status or not on aid),	<ul style="list-style-type: none"> Notifies District Office (DO) SSPMs attaching Action Alert (SCD 289) and copies the DO MC Liaison and MBA MC Liaison. Include in subject line “JPD SB 1469 Urgent Processing” and the case number. The body of the e-mail should include the name of the ward, DOB and release date. Scans a copy of the SCD 289 into IDM. DO assigns for Urgent Processing. EW makes contact with the child’s family to add child to the case. Issues Immediate Need BIC and e-mails it to JPD at: Michelle.Warzek@pro.sccgov.org and PRO-SB1469@pro.sccgov.org. 	
		Has no open case record,	<ul style="list-style-type: none"> Sends the parent/guardian the JPD 1469 Cover Letter (SCD 2433 A), SSApp and a pre-paid postage return envelope (with the MBA DO mailing address) marked JPD SB 1469. Updates MBA Log with date the MC application was sent.	N
		<ul style="list-style-type: none"> Returns the completed MBA Log on the 2nd Monday (or next working day when Monday is a holiday) of each month as a password protected document via secure e-mail to: Michelle.Warzek@pro.sccgov.org, PRO-SB1469@pro.sccgov.org and copy the JPD manager. <p>Note: If there are no referrals within a 2-week span of time, and JPD has not sent an mail to the MBA e-mail box notifying that there have been no SB 1469 referrals in the last 2 weeks, MBA Clerical will send an e-mail to Michelle.Warzek@pro.sccgov.org, PRO-SB1469@pro.sccgov.org and copy the JPD manager</p>		
3.	JPD	<ul style="list-style-type: none"> Receives and reviews the completed MBA Log. Adds MC status and outcome into the JPD Log. 		Q or R

Table 33-8:

Step	Who	Action	Column in the MBA Log
4.	MBA Clerical	<ul style="list-style-type: none"> If JPD SB 1469 MC application is returned, assigns as an immediate need to the next available EW and records the date it was assigned and the TMT # on the MBA Log. If JPD SB 1469 MC application is not returned within 10 days, mails out JPD SB 1469 B Follow-Up Letter (SCD 2433 B) and records the date it was sent on the MBA Log. <p>Emails a copy of the SCD 2433 B follow-up letter to Michelle.Warzek@pro.sccgov.org and PRO-SB1469@pro.sccgov.org</p>	P,Q O
5.	MBA EW	<ul style="list-style-type: none"> Receives the completed application and follow the normal intake process. Contacts the parent/guardian for additional information as necessary. Enters pertinent information into CalWIN to process the application, as appropriate. Sends appropriate Notice of Action. Completes SCD 1296 for Clerical to issue an Immediate Need BIC. If not MC eligible make a referral to the Healthy Kids program, as applicable. <p>Provides screen print of the Inquiry window, [Programs Tab] to clerical staff, (if APTC eligible make a note), in order to indicate the outcome of the MC application.</p>	
6.	MBA Clerical	<ul style="list-style-type: none"> Issues Immediate Need BIC and e-mails it to JPD at: Michelle.Warzek@pro.sccgov.org and PRO-SB1469@pro.sccgov.org. <p>Indicates the disposition of the MC application by logging the action taken on the MBA Log.</p>	R,S



Note:

The MBA Log and JPD Log have Instruction tabs that describe when each section of the logs should be completed.

33.9.10 Foster Care

Foster Care children are automatically eligible for MC after utilizing whatever other health coverage is available. Foster Care children are excluded from being classified as an inmate of a public institution when such children are temporarily in an institution pending more suitable arrangements such as Foster Care placement in a foster family or group home. This include those juveniles awaiting placement but still physically present in juvenile hall.

- Foster Care placement may be in a relative's or non-relative's home as well as ranch, group home, or a facility which offers 24-hour non-medical care and is not under the criminal justice system.

33.9.11 Medi-Cal Inmate Eligibility Program NOAs

A notice of action is required to be sent out for the approval or denial of MCIEP. Current system functionality does not allow for the appropriate Notice of Action (NOA) to be generated via CalWIN [Refer to "Notice of Action For The County Medi-Cal Inmate Program," page -1] (PD 2017-18) for detailed instruction.

