



State of New Jersey

DEPARTMENT OF HUMAN SERVICES

DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES

CN 712

TRENTON, NEW JERSEY 08625

(609) 588-2600

ALAN J. GIBBS
Commissioner

SAUL M. KILSTEIN
Director

MEDICAID COMMUNICATION NO: 92-29

DATE: 12/29/92

TO: County Welfare Agency Directors

SUBJECT: Change in Policy Regarding Assignment of HSP Numbers Following Change in Status for Special Program Individuals

In an ongoing effort to resolve problems created by multiple HSP numbers for the same individual, the Division is modifying the policy concerning the assignment of such numbers for changes in client status for individuals enrolled in Community Care Program for the Elderly and Disabled (CCPED) and Model Waivers I, II, and III. Medicaid Communication 90-22 previously addressed policy regarding assignment of HSP numbers following changes in client status for individuals enrolled in AIDS Community Care Alternatives Program (ACCAP).

Effective immediately, for all CCPED and Model Waiver I, II, and III cases which have a change in client status, the agency is to use the originally assigned HSP number (County Codes 01-21) to identify ongoing eligibility. This applies to CCPED and Model Waiver I, II, and III individuals who have current or previous Medicaid eligibility, either in the community, in a nursing facility, or in a hospital, through SSI, Medicaid Only or New Jersey Care. As a result, prior to registering a CCPED or Model Waiver I, II or III case, it is important that the case worker verify the existence of a case record on the Medicaid eligibility file (County Codes 01-21 only) and use that record to identify prospective eligibility. In those cases where no record is found, the agency should configure the HSP number for the category which is appropriate at the time of application. That number will continue to identify the case regardless of a change in status.

For those cases in which a prior HSP number is found but the applicant has moved from the county designated by the first two digits of the HSP number, the "county of residence" field in the Medicaid eligibility record must be updated to reflect the county of current residence. The "county of supervision" field must also be updated as appropriate.

These instructions apply to all changes in status for ACCAP, CCPED and Model Waiver I, II, and III individuals even when they transfer to another waiver program or are admitted to a nursing facility. When an individual transfers from one waiver to another or is admitted to a nursing facility, it is not necessary to issue a new HSP number. The special program segment of the HSP number must be updated to reflect a change in waiver program or termination of waiver when admitted to a nursing facility.

Example #1

A CCPED individual is admitted to a nursing facility. This individual will retain the original CCPED HSP number and the Special Program segment for CCPED will be terminated the day before admission to the nursing facility.

Example #2

A CCPED individual transfers to Model Waiver I. This individual will retain the original CCPED HSP number, the Special Program segment for CCPED will be terminated and the Special Program segment for Model Waiver I will be added.

Example #3

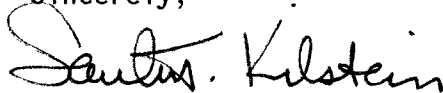
A Model Waiver II individual transfers to Model Waiver III. This individual will retain the original Model Waiver II HSP number, the Special Program segment for Model Waiver II will be terminated, and the Special Program segment for Model Waiver III will be added.

Example #4

A Medicaid Only individual is discharged from a nursing facility and is enrolled in CCPED. This individual will retain the original MAO HSP number and the Special Program segment for CCPED will be added the day after discharge from the nursing facility.

Questions concerning these instructions can be directed to the Office of Home Care Programs at (609) 588-2620 or the Office of Eligibility Policy and Operations at (609) 588-2936.

Sincerely,



Saul M. Kilstein
Director

SMK:Hh

cc: Marion E. Reitz, Director
Division of Family Development

Nicholas R. Scalera, Director
Division of Youth and Family Services