

Implementation Guide: Medicaid State Plan Eligibility Optional Eligibility Groups

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Optional Eligibility Groups

POLICY CITATION

Statute: 1902(a)(10)(ii), 1902(a)(10)(C), 1902(a)(10)(F), 1902(e)(2), 1902(e)(3)

Regulation: 42 CFR 435 Subpart B and C

BACKGROUND

Medicaid includes many eligibility groups that states may elect to cover in their state plans, in addition to the mandatory groups that they must cover. The **Optional Eligibility Groups** reviewable unit (RU) describes these optional eligibility groups in two categories: ***Options for Coverage*** and ***Medically Needy Options for Coverage***. With respect to both categories, the RU has two purposes:

1. To list in one place all optional groups covered by the state, and
2. To indicate that the state is amending the RU for a specific eligibility group and including the RU in the current submission package.

Options for Coverage

The ***Options for Coverage*** section lists all optional eligibility groups that may be covered under the state plan. For the 50 states and the District of Columbia, the groups displayed will differ based on the financial methodologies used to determine eligibility on the basis of being 65 years old or older, or having blindness or a disability. This financial methodology (***1634 state, SSI criteria state, or 209(b) state***) is described in the **Financial Eligibility Requirements for Non-MAGI Groups** RU.

While all optional eligibility groups are listed in the **Optional Eligibility Groups** RU, not all groups currently have a corresponding RU programmed in MACPro. For the purpose of this RU, states have the option to either select all optional groups currently covered under the state plan (both MAGI and non-MAGI groups) or to select only those optional groups that have been programmed in MACPro and are currently covered under the state plan. The groups currently programmed in MACPro are:

- Optional Coverage of Parents and Other Caretaker Relatives
- Reasonable Classifications of Individuals under Age 21
- Children with Non-IV-E Adoption Assistance
- Independent Foster Care Adolescents
- Optional Targeted Low Income Children
- Individuals above 133% FPL under Age 65
- Individuals Eligible for Family Planning Services
- Individuals with Tuberculosis

When all optional eligibility groups are transitioned from the paper-based state plan to MACPro, this list will be comprehensive.

Medically Needy Options for Coverage

If a state elects to provide optional medically needy coverage under the state plan, the following three medically needy groups must be covered:

- Medically Needy Pregnant Women,
- Medically Needy Children under Age 18, and
- Medically Needy Blind or Disabled Individuals Eligible in 1973.

In addition to these groups, states may elect to cover medically needy children age 18 through 20, medically needy parents, and medically needy individuals age 65 years old or older, and those who have blindness or a disability. The RUs for medically needy coverage are not yet programmed into MACPro. However, in order to complete the **Optional Eligibility Groups** RU, states must indicate whether or not they cover the medically needy and which optional medically needy groups they cover.

REVIEWABLE UNIT DEPENDENCIES

Many RUs in MACPro are dependent upon other RUs. Each time a primary RU is changed, there could be an effect on other, secondary RUs which are dependent on the primary. For example, in the **Mandatory Eligibility Groups** RU, there is question as to whether the state covers the adult group. If **Yes** is selected, and if a box is checked to include the adult group in the submission package, then the **Adult Group** RU will be included by the system in the package and the user can navigate to it to complete it. If **No** is selected, the **Adult Group** RU will not be included in the package. In this example, the **Mandatory Eligibility Groups** RU is the **Primary RU** and the **Adult Group** RU is the **Secondary RU**. The **Adult Group** RU is considered to be dependent on selections made in the **Mandatory Eligibility Groups** RU.

Whenever a change in a primary RU may affect a secondary RU, you either need to revise the secondary RU (if it is already in the package) or add the secondary RU to the package so that it can be updated in the same submission package as the primary RU.

The following table explains the dependent relationships for the **Optional Eligibility Groups** RU:

Primary RU	Secondary RU	Nature of Dependency	Actions Needed
Financial Eligibility Requirements for Non-MAGI Groups	Optional Eligibility Groups	Unless the Financial Eligibility Requirements for Non-MAGI Groups RU (primary) has either been approved in MACPro or is included, completed and validated in the submission package, the Optional Eligibility Groups RU (secondary) cannot be displayed.	If the secondary RU will not display because the primary RU is neither approved in MACPro nor included in the package, you need to: • Add the primary RU to the package, complete it and validate it. • Alternatively, remove the secondary RU from the package.

Primary RU	Secondary RU	Nature of Dependency	Actions Needed
Financial Eligibility Requirements for Non-MAGI Groups	Optional Eligibility Groups	The selection of 209(b) State , or SSI Criteria State or 1634 State as the basis for the eligibility determination in section B of the Financial Eligibility Requirements for Non-MAGI Groups RU (primary) affects which eligibility groups are listed for selection in the Optional Eligibility Groups RU (secondary).	Once you have completed, saved and validated the primary RU, you must complete the secondary RU. Once the primary RU is approved in MACPro, it does not have to be included again in a submission package unless the basis for the eligibility determination in section B changes, in which case the secondary RU also has to be included again.
Optional Eligibility Groups	Presumptive Eligibility for Children under Age 19	Unless the Optional Eligibility Groups RU (primary) has either been approved in MACPro or is included, completed and validated in the submission package, the Presumptive Eligibility for Children under Age 19 RU (secondary) cannot be displayed.	If the secondary RU will not display because the primary RU is neither approved in MACPro nor included in the package, you need to: - Add the primary RU to the package, complete it and validate it. - Alternatively, remove the secondary RU from the package

Primary RU	Secondary RU	Nature of Dependency	Actions Needed
Optional Eligibility Groups	Presumptive Eligibility for Children under Age 19	The selection of the <i>Optional Targeted Low Income Children</i> eligibility group in the <i>Covered in State Plan</i> column in the Optional Eligibility Groups RU (primary) affects static text in <i>section A</i> of the Presumptive Eligibility for Children under Age 19 RU (secondary), regarding the income standard used to determine eligibility presumptively.	When you either select or de-select <i>Optional Targeted Low Income Children</i> in the <i>Covered in State Plan</i> column in the primary RU, determine if the secondary RU is already in MACPro – either approved or in the submission package. • If an <u>approved</u> secondary RU already exists, you must include the secondary RU in this submission package so that the static text in <i>section A</i> can be corrected based on the new version of the primary RU. • If the secondary RU already exists in the package, just navigate to it and the language will be adjusted appropriately. • If the secondary RU is in MMDL and has not yet been completed in MACPro, you are not required to include it in the package.
Optional Eligibility Groups	Submission Summary Form	If any eligibility group has been selected in the <i>Include RU in Package</i> column of the Optional Eligibility Groups RU (primary), it will appear in the Effective Date section of the Submission Summary Form RU (secondary).	If you have selected any eligibility group in the <i>Include RU in Package</i> column of the primary RU, after you save the primary RU, navigate back to the secondary RU to enter the Proposed Effective Date for the eligibility group(s).

INSTRUCTIONS

Understanding the Tables

The **Options for Coverage** section includes two tables: the first table describes the eligibility groups for *Families and Adults* and the second table describes the eligibility groups specific to *Aged, Blind and Disabled* individuals.

The **Medically Needy Options for Coverage** section includes two tables: the first table describes the eligibility groups for the *Mandatory Medically Needy* and the second table describes the eligibility groups for the *Optional Medically Needy*. Each subsection is further divided into two additional subsections of eligibility groups: *Families and Adults* and *Aged, Blind and Disabled*.

Each table includes the following five columns:

- **Eligibility Group Name** – this column lists all of the optional eligibility groups. The groups are divided into two subsections: *Families and Adults* and *Aged, Blind and Disabled*. A short description of the eligibility group can be accessed by hovering over the ? icon to the right of the eligibility group name.
- **Covered in State Plan** – this column indicates whether or not each specific eligibility group is covered under the state plan.
- **Include RU in Package** – this column indicates whether or not a specific eligibility group RU is included with this submission package. Only those groups programmed in MACPro will be available for inclusion.
- **Included in Another Submission Package** – this column indicates whether or not the corresponding eligibility group RU is included in another submission package that is currently being processed in MACPro.
 - If the circle is clear, the RU is not currently included in another package.
 - If the circle is dark, the RU has been included in another package that has not yet been adjudicated.
- **Source Type** – this column indicates the source of the data that will initially populate the RUs selected for inclusion in the submission package.
 - **Approved** means there is an existing approved RU in MACPro and its data will display when updating this RU in the current submission package.
 - **Converted** means there is no approved version in MACPro, but converted MMDL data exists and this data will display when updating this RU in the current submission package.
 - **New** means the RU has not been approved in MACPro and no converted data is available. All fields will be blank and all required data must be entered for completion.

Selecting Eligibility Groups

A. Options for Coverage

- Indicate, **Yes** or **No**, if the state provides Medicaid to specified optional groups of individuals. If you select **No**, skip to the *Medically Needy Options for Coverage* section.
- For each of the optional eligibility groups that the state has elected to cover in the state plan, check the box in the **Covered in State Plan** column. When this RU is first

completed, you must check this box for all covered groups that currently have a corresponding RU (see list under Background). You may check this box even if the eligibility group is not yet in MACPro.

- Only those eligibility groups that have been selected in the ***Covered in State Plan*** column, and have been programmed in MACPro, may be selected for inclusion in the submission package.
 - To include an eligibility group RU in the submission package, check the box in the ***Include RU in Package*** column that corresponds to the group.
 - Once this box is checked and the **Optional Eligibility Groups** RU is saved, the RU for the eligibility group will be available for completion.
- Once an eligibility group is selected for inclusion in the submission package, the ***Included in Another Submission Package*** column will indicate whether or not that RU is also included in another submission package currently being processed.
 - If the circle is dark, the RU has been included in another package, and you should coordinate the processing of this submission package with the other submission package.
- If you included any eligibility groups in the submission package after you have saved this RU, navigate back to the **Submission Summary Form** RU to enter their proposed effective dates.

B. Medically Needy Options for Coverage

- Indicate, **Yes** or **No**, if the state provides Medicaid to specified groups of individuals who are medically needy.
- For each of the optional medically needy eligibility groups that the state has elected to cover in the state plan, check the box in the ***Covered in State Plan*** column. You should check this box even if the eligibility group is not in MACPro yet.
 - Note that the eligibility groups in the **Mandatory Medically Needy** subsection are pre-selected because they are required.
- Only those eligibility groups that have been selected in the ***Covered in State Plan*** column, and have been programmed in MACPro, may be selected for inclusion in the submission package.
 - To include an eligibility group RU in the submission package, check the box in the ***Include RU in Package*** column that corresponds to the group.
 - Once this box is checked and the **Optional Eligibility Groups** RU is saved, the RU for the eligibility group will be available for completion.
- Once an eligibility group is selected for inclusion in the submission package, the ***Included in Another Submission Package*** column will indicate whether or not that RU is also included in another submission package currently being processed.
 - If the circle is dark, the RU has been included in another package, and you should coordinate the processing of this submission package with the other submission package.
- If you included any eligibility groups in the submission package after you have saved this RU, navigate back to the **Submission Summary Form** RU to enter their proposed effective dates.

De-selecting Eligibility Groups

- After you have completed the **Optional Eligibility Groups** RU and CMS has approved it, if you no longer cover one of these eligibility groups in the state plan, uncheck the box next to the group in the ***Covered in State Plan*** column.
 - Note that you cannot de-select mandatory medically needy eligibility groups.
 - If you had included this particular eligibility group's RU in the current submission package, the box in the ***Include RU in Package*** column will automatically uncheck.
 - After you save the **Optional Eligibility Groups** RU, you will see a confirmation message that lists the eligibility group you have removed under the heading, ***Groups Previously Covered***.
 - The system will automatically create and include a ***Terminated*** version of the de-selected eligibility group RU in the submission package. This ***Terminated*** RU must be submitted for CMS approval.
 - Click on the ***Confirm*** button to confirm the de-selection and the system will automatically return you to the **Optional Eligibility Groups** RU.
 - Click on the ***Revert Changes*** button to return to the **Optional Eligibility Groups** RU to make any corrections needed.
- If you select an eligibility group in the ***Covered in State Plan*** column for the first time in this submission package, save the RU, and then de-select the eligibility group in the ***Covered in State Plan*** column and save the RU again, you will see a confirmation message that lists this eligibility group under the heading, ***Groups Not Previously Covered***.
 - Click on the ***Confirm*** button to confirm the de-selection and the system will automatically return you to the **Optional Eligibility Groups** RU.
 - Click on the ***Revert Changes*** button to return to the **Optional Eligibility Groups** RU to make any corrections needed.
- If you select an eligibility group in the ***Include RU in Package*** column, save the RU, and then de-select the eligibility group in the ***Include RU in Package*** column and save the RU again, you will see a confirmation message that lists this eligibility group under the heading, ***Removed Reviewable Units***.
 - Click on the ***Confirm*** button to confirm the de-selection and the system will automatically return you to the **Optional Eligibility Groups** RU.
 - Click on the ***Revert Changes*** button to return to the **Optional Eligibility Groups** RU to make any corrections needed.

Additional Information (optional)

Except in limited circumstances, this field remains blank. Please consult with CMS before adding any additional information concerning this RU.

REVIEW CRITERIA

Compare the optional eligibility groups that are selected for coverage with the groups previously identified and included in the state plan in MMDL or on paper. Make sure that the state has selected for coverage in the state plan at least all of the optional groups included in this release that were indicated as included in MMDL.

If an optional eligibility group is de-selected from coverage in the state plan, make sure that the state is permitted to terminate this coverage according to maintenance of effort rules.