

**Unified Long-Term Care Systems Workgroup  
Eligibility Subcommittee  
May 5, 2010 - 1:30PM – 3:00PM  
Lazarus Building, 50 W. Town Street, 6<sup>th</sup> Floor  
Room 643B**

**MEETING NOTES**

**Overview of the meeting**

- Rick convened the meeting with introductions.
- 19 participants were in attendance.
- Rick explained that with time limitations and to allow for presentations/ follow up on issues for the May meeting, the focus of the June meeting will be to review, prioritize and categorize the recommendations, based on whether the item would require a policy or process change, determine the level of effort and the impact of implementing the recommendations.
- Rick asked the group whether a conference call would be needed prior to the June meeting and participants felt that one was not needed yet at this time.
- Eric reviewed a 'working' copy of the recommendation matrix and explained that the recommendations were broken out by either process or policy changes/ requirements that would be needed.

**ODJFS presentations on online application, CDJFS delays and Face-to-Face Requirement**

- Shaun Bracely gave a presentation on the upcoming Medicaid online application that is slated to go live effective October, 2010. Participants asked whether the application will have the functionality to track what one is applying for (i.e. 2399's, or other benefits) the disposition of the application and alerts to prompt one what information is mandatory on the application.
- Brian Smith provided participants with information, on behalf of Shawn Lotts, on how to communicate Medicaid issues/ technical assistance and other topics to each CDJFS via the Medicaid Matters Newsletter. This contains information that helps CDJFS work with current issues that they may face. There are also monthly video conference sessions. The Business Intelligence Channel (BIC) is an information technology tool that provides each CDJFS with trends/ analysis on data, such as application timeliness, strategies for improvement, and can also drill down to individual caseloads. Discussion focused on a recommendation that would include state agency representatives and stakeholder organizations to review trends on an ongoing basis and to identify and disseminate best practice models that are working in some local areas to address delays.
- Erica Munnerlyn, on behalf of Sandy Park, also provided an update on the face-to-face requirement for initial ABD applications, and explained that this is a state requirement, not a federal one. Discussion focused on a possible recommendation to eliminate the face-to-face requirement for such applications, given that this is not a federal requirement.

### **Pennsylvania Face Track System**

- Brett Kirkpatrick was not present to provide an update on this.

### **Clarification of ODA-Related Programs**

- Eric Miller was unable to provide an update due to time constraints.  
But he will be able to incorporate this within the next meetings discussion.

### **Recap and plan for the June 3<sup>rd</sup>, meeting**

- Rick explained that the group will review, and prioritize the recommendations not already covered in the May meeting.
- Rick will send out via e-mail some ULTCS Eligibility recommendations on eligibility processing and the elimination of the face to face requirement for initial ABD applications, and is requesting comment from participants before the next meeting.
- Next meeting is slated for Thursday, June 3, 2010, 1:30 to 3:00 PM, following the ULTCS Stakeholder Workgroup plenary session.
- Adjourn at 3:00PM