



Department of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

SALLY DRESLIN, M.S., R.N.
Executive Deputy Commissioner

March 16, 2018

TO: All MBL Liaisons

Re: MBL Transmittal 18-1

Dear MBL Liaisons:

Enclosed is MBL Transmittal 18-1. This year's second Mass Re-budgeting will not include a BENDEX interface. The new Federal Poverty Level guidelines have been released and the Social Security cost of living adjustment (COLA) amount will be increased by 2.0% on selective budget records for MRB Phase 2. The Social Security increase changes are effective retroactive to January 1, 2018. Reports will be available to the local districts on COGNOS.

- Districts should pay particular attention to the Auto Notice Report for cases that will be closed, see pages 4 and 11, item # 11 and 12 of this report for details.
- There will be NO Principal Provider update or CNS related notices during this MRB phase, districts should pay particular attention to their respective Chronic Care budget records budget types 07-10 due to possible changes with their respective Medicare Savings Program (MSP) cases.

The items presented in this request are:

ACTION#1: SSA Benefit Increase (COLA), MA Exemption Level Increases, SSI Benefit Level Increases, and Maximum Monthly Maintenance Needs Allowance (MMMNA) Increases. Mass Re-budgeting effective January 1, 2018.

Information #1: MBL Mass Re-budgeting Output Summary.

Information#2: Criteria for MBL Mass Re-budgeting.

Information#3: Description of MBL Mass Re-budgeting Process.

Information#4: SSA Increase and Medicare Part B Summary.

ACTION#2: MBL CNS Notice for BT04 and WMS Transaction.

These changes will be available on Production on 3/19/18. If you have any system questions, please call the contact number listed on the applicable Transmittal Page.

Sincerely,

Amy L. Smith

Amy L. Smith
Upstate Eligibility & Support Systems
Office of Health Insurance Programs

Enclosure
cc: MA Directors

Date: March 16, 2018

Subject: ACTION #1: Federal Poverty Level Increase (FPL's), SSA Benefit Increase (COLA), MA Exemption Level Increases, SSI Benefit Level Increases and Family Member Allowance (FMA).

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

A. STATEMENT OF TASK:

1. Enactment of 2018 Federal legislation includes a Cost of Living Adjustment (COLA) of 2.0 % effective January 1, 2018 for SSA benefits. The following Unearned Income Types are included:

Source Code	Title
42	Social Security Disability Benefit
43	Social Security Survivor's Benefit
44	Social Security Retirement Benefit
46	Social Security Benefit-Dependent

All Medical Assistance cases with one or more of the above income types must be Re-budgeted so that the SSA gross income amount reflects the 2.0 % increase.

2. The State Legislature has passed legislation to increase the MA Income Level and Resource Exemption Levels for one and two-person households effective January 1, 2018. All Medicaid cases affected by this increase must be Re-budgeted and compared against the new MA Exemption Levels.
3. The Social Security Administration has increased the SSI Benefit Levels effective January 1, 2018. All Medical Assistance cases affected by this increase must be re-budgeted and compared against the new SSI Benefit Levels.
4. The Family Member Allowance formula used will be increased effective January 1, 2018. All cases affected by this change will be re-budgeted.

B. SUPPORTING SYSTEM CHANGES:

1. MBL

All new levels may be accessed for re-budgeting purposes by the worker taking the following steps:

- a. Enter 05 Transaction Type (Change);
- b. Adjust Effective FROM DATE to 01/01/18 or greater;
- c. Make other appropriate changes;
- d. Transmit and store the MA budget.

MBL TRANSMITTAL

Date: March 16, 2018
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Subject: ACTION #1: Federal Poverty Level Increase (FPL's), SSA Benefit Increase (COLA), MA Exemption Level Increases, SSI Benefit Level Increases and Family Member Allowance (FMA).

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

MBL will be programmed to access the new Federal Poverty Levels, MA Levels and SSI Benefit Levels with a FROM DATE of 01/01/18. This logic change will be available on Production Upstate on March 19, 2018.

2. MBL - Mass Re-budgeting

All budgets meeting the selection criteria for the MRB will be mass re-budgeted using the percentage methodology.

Subject: INFORMATION #1: MBL Mass Re-budgeting Output Summary

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

A. AVAILABLE OUTPUT:

MBL Mass Re-budgeting will provide output for the Exceptions, Eligibles and Auto Notice reports via COGNOS. Reports will be available on the local districts respective COGNOS queue identified by filename Eligible, Auto Notice, and/or Exceptions.

1. EXCEPTIONS REPORT

This report will identify those cases/budgets that did not meet the selection criteria for mass re-budgeting. Thus, they will not be re-budgeted by the system and will require review and/or re-budgeting by the worker. (Refer to INFORMATION #2 – Criteria for MBL Mass Re-budgeting).

- a. This report will include the following data fields:
Case Number, Case Name, Budget Type and Exception Reason (when available).
- b. The sort sequence for this report will be in Case Name and Case Number order as follows: District; Local Office; Unit; Worker and Case Name from the WMS case record. The report header will include Local Office, Unit, Worker (for identification and distribution) and Page Number.

2. ELIGIBLES REPORT

This report will identify those budgets that passed all selection criteria and were mass rebudgeted.

- a. This report will include the following data fields: Case Number, Case Name, Budget Type, Old NAMI Amount and New NAMI Amount for budget types 07-10, Budget Status and up to five (5) Alert messages. An Alert is a specific message that is intended to inform the worker of certain conditions in the budget that may have influenced the mass re-budgeting outcome and which may require additional review by the worker. Budget Status is defined in the chart below.

Subject: INFORMATION #1: MBL Mass Re-budgeting Output Summary

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

Budget changed	BC	Overlays NC
No change	NC	Default
BUY-IN Eligibility changed	BY	Overlays BC and NC
Expanded Eligibility changed	PC	Overlays BC, NC and BY
BT04 Indicators		
MBI-WPD Eligibility change	WD	Overlays all
MSP Level Change	MC	Overlays all
BT07-10		
COLA complete/MSP complete	NM	Overlays BC and NC

- b. The sort sequence for this report will be in Case Name order for districts 01-51 and 54-57 and Case Number order for districts 52 and 53 as follows: District, Local Office, Unit, Worker and Case Name from the WMS case record. The report header will include Local Office, Unit and Worker (for identification and distribution) and Page Number.

3. AUTO NOTICE REPORT

This report will identify those cases/budgets that met the MRB selection criteria along with the Auto Notice selection criteria. Cases that appear on this report will not appear on the Eligibles Report.

- a. This report will include the following data fields: Case Number, Case Name, Budget Type, Old or NO surplus amount and the New Surplus amount, Old Net Income amount and New Net Income amount when amounts have changed. Budget Status = 'IN' (budget changed from Q11 eligible to ineligible) and up to five (5) Alert messages. (An Alert is a specific message that is intended to inform the worker of certain conditions in the budget that may have influenced the mass re-budgeting outcome and which may require additional review by the worker.) Refer to INFORMATION #2 – Criteria for MBL Mass Re-budgeting.
- b. The sort sequence for this report will be in Case Name as follows: District, Local Office, Unit, Worker and Case Name from WMS case record, Old Surplus amount, New Surplus amount, Old Net Income amount, New Net Income amount when amounts have changed and budget status. The report header will include Local Office, Unit and Worker (for identification and distribution) and Page Number.

Subject: INFORMATION #2: Criteria for MBL Mass Re-budgeting

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

A. Description of MBL Mass Re-budgeting Case Selection Criteria

Case selection criteria will result in cases/budgets being put into two categories:

Eligibles: Case eligible for immediate re-budgeting or re-budgeting guided by an alert message(s).

Exceptions: Case in possible need of re-budgeting after resolution of the Exception Reason including cases that are not affected by the January 1st changes.

B. Eligible Criteria

Cases to be initially eligible for mass re-budgeting selection must meet any of the following criteria:

Eligible Criteria	Explanation
(1) Case Type = 20	MA Case
(2) Case Status = 10 or 21	Case must be active.
(3) Budget Type must be 01 or 04 thru 10	MBL Budget type must equal 01, 04, 05, 06, 07, 08, 09 or 10.
(4) Expanded Eligible Codes = "A, H, K and P"	Case has an EEC value other than blank or "E - DAC" present and the budget store date is not greater than the MRB Phase 1 store date.
(5) Buy-In field is not blank for Budget types 4-10.	MBL Budget type 04-10 has Buy-In Indicator field value that is not blank or spaces and the budget store date is not greater than the MRB Phase 1 store date.
(6) Authorization To Date: Greater than 03/31/18.	The authorization must extend into April 2018 or beyond.

Subject: INFORMATION #2: Criteria for MBL Mass Re-budgeting

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

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| (7) MBL Budget/No Bottom-Line | A MA case must have a MBL budget with no Bottom-Line budget. |
| (8) Budget Effective Dates:
FROM and TO | The MBL FROM Date must be less than or equal to 04/01/18, and the TO Date greater than 3/31/18. |
| (9) Budget Type 04 Effective Dates:
FROM and TO | Cases with an Office = ABD, MSP or QI, Unit = RECRT, Wrkr = NYDOH regardless of MBL FROM Date in the future and the TO Date greater than 03/31/18. |
| (10) WMS Individual Categorical
Code is equal to '70 or 71'. | MBI-WPD individual is budget type 04, 05 or 06 with blank or spaces in the Buy-In field, NO Expanded Eligible Code (EEC) and the budget store date is not greater than the MRB Phase 1 store date. |
| (11) BT07-10 with Buy-In Indicator
equal to "A" | All MBL Budget type 07-10 with Buy-In (MSP) Indicator = "A" will be recalculated and not given a COLA increase regardless of the budget store date or any occurrence of SSI Income. |
| (12) Budget Type 04 Office=ABD | Cases with an Office = ABD, Unit = RECRT, Wrkr = NYDOH regardless of the MBL FROM Date in the future and the TO Date being greater than 03/31/18 and Buy-In Indicator Field being blank or spaces. |

Subject: INFORMATION #2: Criteria for MBL Mass Re-budgeting

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

C. Exception Reasons

Cases will be listed as Exceptions for one of the following reasons:

Exception Reasons	Explanation
(1) INVALID AUTH DATE	An active Medicaid case has an authorization TO Date prior to April 1, 2018 but has not been expired for more than 2 months.
(2) APPLICATION STATUS	A MA case has undergone full data entry, but is in pending status as either a new application or reopening.
(3) BUDGET FAILED DATA INPUT EDITS	MA Case has a MBL budget that has invalid fields or characters that are not allowed for the budget type during data input.
(4) BL-BUDGET RECORD	A MA case only has a Bottom-Line budget.
(5) MA AND BL-BUDGETS EXIST	A MA case has both a MBL budget and a Bottom-Line budget.
(6) FUTURE MA-BUDGET	The MBL budget Effective FROM Date is greater than April 1, 2018 and is not budget type 04 with Office = ABD, MSP or QI; Unit = RECRT; and Wrkr = NYDOH.
(7) EXPIRED MA-BUDGET	The MBL budget Effective TO Date is less than March 31, 2018, but has not been expired for more than 2 months.
(8) PART B PREMIUM INCORRECT	A Medicare Part B Premium was entered as an Unearned Income Exception Code = 21, but the Exemption Amount was greater than \$134.00.

Subject: INFORMATION #2: Criteria for MBL Mass Re-budgeting

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

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| (9) SSA INCREASE LESS THAN PART B | MA Case has a MBL budget with SSA Income and a Part B Premium, where the SSA COLA increase is less than the increase in the Part B Premium. |
| (10) PENDING DATA STATUS NOT EQUAL "00" | WMS Case has a pending or error status present other than '00'. |
| (11) CLOCKDOWN STATUS CODE EQUAL "C" | WMS Case is clocking down to close. |
| (12) INCORRECT SSA AMOUNT | The SSA Income amount is higher than the maximum Social Security Benefit. |
| (13) FAILED MBL EDC DATE EDIT | MBL budget has EDC date prior to 01/01/18 and Effective TO Date is in 2018. |
| (14) SYSTEM ERROR, MISSING MA-BDGT | WMS Case has NO MA Budget record on file for client. |
| (15) COLA INCREASE TO BE ABSORBED | The SSA COLA increase is less than the increase in the Part B Premium. See Information number 4 step 2. |

D. Alerts

Eligible cases may include up to five alerts. These alerts inform the worker of certain conditions in the budget that may have influenced the mass re-budgeting results and which may require additional review by the worker. The alerts will be numerical codes:

- 111 - The eligible budget had CINTRAK (RFI) data present on the case because of an RFI match (lockout). The worker may want to review CINTRAK information as part of associated case maintenance activity.

Date: March 16, 2018

Subject: INFORMATION #2: Criteria for MBL Mass Re-budgeting

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

211 - The eligible budget had SSA Unearned Income but did not have any Medicare Part B Premium exemptions present in the budget. Therefore, the resulting new SSA calculated benefit might be incorrect, or be reflective of a net benefit amount.

311 - The eligible budget had at least one occurrence of Unearned Income Code "48 – SSA Benefit - Pickle". Although the associated amount was unchanged during mass re-budgeting, the worker may want to review the budget for any necessary action.

811 - The eligible budget has an Expanded Eligibility Code of E (DAC). DAC cases are not changed during mass re-budgeting. The worker may want to review the budget for necessary action.

940 - The eligible budget has NO Buy-In indicator value of 'A, B or C' present but the WMS case record has MA Coverage Code equal to '09' for Medicare Savings Program (MSP) eligibility.

949 - The eligible budget has an occurrence of the additional allowance code "23 – Family Member Allowance" present and the worker may want to review the budget for any necessary action.

Subject: INFORMATION #2: Criteria for MBL Mass Re-budgeting

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

1. Active Case Type 20 (MA) cases will be selected and tested for the selection criteria outlined in INFORMATION #2 - Criteria for MBL Mass Re-budgeting. Those cases/budgets not meeting the selection criteria will be flagged as an exception and appear on the Exceptions Report. All Budget Type 04 cases with an existing recert source code of "A, C, L, W or X" will not have the value removed/reset to blank prior to the MRB run, but may be overlaid by the "1" value during/after MRB. Recert source codes of "2 or D" will not be modified.
2. All budgets that meet the selection criteria having an individual with coverage code equal to "25 or 26" will be skipped/bypassed due to special circumstances, i.e. prisoner or Inpatient OMH.
3. Those cases/budgets meeting the selection criteria will be tested for the presence of SSA Unearned Income in all six occurrences of unearned income on the budget. If SSA income is present, the budget store date will be compared to the MRB Phase 1 run date of 12/23/17 to determine whether or not to apply the COLA increase percentage to the case. If the budget store date matches or exceeds the MRB Phase 1 run date of 12/23/17, the COLA increase will not be applied to the budget. If the budget store date is less than the MRB Phase 1 run date of 12/23/17, then the SSA Unearned Income amounts will be recomputed, given new amounts reflecting the COLA increase. Any budget type = 04 with Office = ABD, MSP or QI; Unit = RECRT and WRKR = NYDOH regardless of the MBL store date will be recomputed, given new amounts reflecting the COLA increase.
4. All cases/budgets processed with a COLA increase will be rounded to the next whole dollar amount.

Example 1 (Cents above .50):

(COLA Applied) Prior SSA Income \$826.00; New 2 % COLA Applied ($\$826 * 2 \% = \842.52 - Round to \$843.00)

Example 2 (Cents below .50):

(COLA Applied) Prior SSA Income \$816.00; New 2 % COLA Applied ($\$816 * 2 \% = \832.32 - Round to \$832.00)

Subject: INFORMATION #3: Description of MBL Mass Re-budgeting Process

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

Example 3 (Cents at .50):

(COLA Applied) Prior SSA Income \$826.00; New 2 % COLA Applied ($\$826 * 2 \% = \842.50 - Round to \$843.00)

5. Those cases/budgets with an entry in the Months Excess field will appear on the Exceptions Report as Failed MBL Data Edit.
6. New budgets will be compared against the old budget with certain fields compared to determine if the budget changed. If the budget has a COLA applied, a 'BC' will appear in the Budget Status column on the Eligibles Report. If the budget did not have a COLA increase applied a 'NC' will appear in the Budget Status column on the Eligibles Report.
7. Old budget type 07-10 with MSP indicator present will be recalculated without a COLA increase and have a 'NM' appear in the Budget Status column on the Eligible Report.
8. Old budgets with the exception of budget type 04 having BUY-IN eligibility information present will be compared against the new budget to determine if there was an MSP level change. If there has been a MSP level change from "QMB to SLIMB", "SLIMB to QI1" or vice versa, a 'BY' will appear in the Budget Status column on the Eligibles Report. A "BY" status will overlay a 'BC' status for the budget if one has been determined, thus when reviewing the budget for the BUY- IN eligibility change, a worker should also review the budget for changes to MA eligibility.
9. Old budget types 04, 05 or 06 having Expanded Eligibility information present (EEC Code = A, H, K or P) will be compared against the new budget to determine if Expanded Eligibility changed. If Expanded Eligibility changed, a 'PC' will appear in the Budget Status column on the Eligibles Report.
10. Old budget type 04 with MSP indicator and coverage code equal to 09 will be compared against the new budget 04 to determine if there was an MSP level change. If there has been a MSP level change from "QMB to SLIMB", "SLIMB to QI1" or vice versa, the budget status will be set to "MC" and the WMS Recert Source indicator will be set to "1".

Subject: INFORMATION #3: Description of MBL Mass Re-budgeting Process

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

11. Old budget type 04 with MSP indicator and coverage code equal to 09 and MSPI equal to 'U' will be compared against the new budget type 04 to determine if there was an MSP level of "Q11" change to over the Q11 level. If over the Q11 level and has a new MSP value of "1, 2, 3, 4, 6, 7 or 8" (INELIG MSP), the budget status will be set to "IN" and the case listed on the Auto Notice report.
12. Old budget type 04 with MSP indicator and coverage code equal to 09 will be compared against the new budget type 04 to determine if both old and new budgets have a MSP level value of "1, 2, 3, 4, 6, 7 or 8" (INELIG MSP). If yes, then the WMS Recert Source indicator will be set to "1".
13. Cases with Old budget type 04 that are exceptioned will have the Recert Source indicator set to "1" with the exception of cases that have the Recert Source indicator equal to "2" or "D". Cases with Recert Source indicator "2" or "D" will follow the existing MRB selection criteria process without having this indicator updated.
14. Old budget types 04, 05 or 06 that have MBI-WPD eligibility must be compared against the new budget to determine if there has been an eligibility change from 150% of the FPL to 250% of the FPL, or vice versa. If the budgets MBI-WPD Level changes from '150%' to '250%'; '250%' to '150%'; or '150%' or '250%' to 'Ineligible' after MRB, budget status indicator will be 'WD'. If after MRB and there has been NO change in the MBI-WPD eligibility and the WMS Individual Categorical Code is equal to '70' or '71', the budget status indicator will remain "BC" or "NC".
15. New budgets will be updated to the MBL database over-laying the old budget. Elements changed include Transaction Code = 05, budget "From Date" is changed to 04/01/18 of the new year unless budget "From Date" is further into the new year, Version Number will be incremented by one and the Date stored will be the MRB run date.

Subject: INFORMATION #4: SSA and Medicare Part B Increase Summary

Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

The following action will occur for all budgets meeting the eligibility criteria.

A. SSA Increase - Percentage Calculation Methodology

For all occurrences of Unearned Income Codes 42, 43, 44, or 46, the SSA COLA increase will be computed using 2.0% added to the existing SSA Income Amount. The amount(s) will be used when recalculating the budget and will appear on the screens of the re-budgeted cases in the appropriate Unearned Income amount fields.

B. Medicare Part B

1. For Budgets with a Part B Premium and SSA income, the 2.0% COLA increase is added to the previous Part B Premium.
 - a If the new Part B premium amount is less than \$134, the case will be exceptioned to the district for manual review and it will appear on the districts Exception Report.
 - b If the new Part B premium amount is greater than or equal to \$134, the Unearned Income Exemption Code 21 (Medicare) Amount will change to \$134.00.
 - c When the exemption amount currently on file is greater than the new amount, the case will be flagged as an exception and will be listed on the Exception Report.
2. When the Exemption Code is 01 and the exemption amount is not equal to \$134.00, or there are no occurrences of Exemption Code 21, Alert 211 (No Medicare Part B) will appear on the Eligible Report.

Subject: ACTION #2: MBL MRB CNS Notices for BT04 and WMS Transaction

Affected Budget Type(s): 04

Contact Person: Local District Support Unit at 518-473-6397

A. Statement of Task:

Budget type 04 cases with MSP indicator present and has an increase in the spenddown amount after the MRB process has completed will be sent a notice for Reason Code 712.

Please note: CNS/WMS updates should only occur if the WMS case is NOT in a pending status, error status, closed status or clocking down status.

B. CNS Notices

A WMS Transaction as listed in item C will be applied for Reason Code 712 and a file will be sent to CNS for automated notice generation.

C. WMS Transaction

1. WMS Transaction will be generated utilizing Reason Code 712; if the active WMS case is in one of the following conditions then it will be exception and appear on the MBL exception report.
 - a. Active WMS Case is in Pending status or error status NOT equal to '00'
 - b. Active WMS Case is in clock down - Status code must NOT equal 'C'
2. A transaction with the following fields will be created in WMS for Cases listed on the Auto Notice Report with a Budget Status of "IN":
 - a. Case Number
 - b. Case District
 - c. Case Authorization Number = 918P2MMT
 - d. Case Transaction Type = 05
 - e. Case Reason Code = 712 – 'Discontinue Qualified Individual (QI1), Over Income Due to COLA Increase – System Generated'
 - f. Case Notice Indicator = 'T'
 - g. Authorization To Date = 'T+10' End of Month
 - h. Transaction Office = NYS
 - i. Transaction Unit = MBL

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Affected Budget Type(s): All except 02

Contact Person: Local District Support Unit at 518-473-6397

- j. Transaction Wrkr = NYDOH
(NOTE: Office Unit Worker will be stored in Transaction History)
- k. Individual Status = '20'
- l. MA Coverage TO Date = 'T+10' End of Month