

STATE OF NEW YORK
DEPARTMENT OF HEALTH
THE GOVERNOR NELSON A. ROCKEFELLER EMPIRE STATE PLAZA
CORNING TOWER
ALBANY, NEW YORK 12237

Antonia C. Novello, M.D., M.P.H., Dr.P.H.
Commissioner

Dennis P. Whalen
Executive Deputy Commissioner

June 7, 2001

Dear WMS/CNS Coordinator:

The purpose of this letter is to provide local districts with an explanation of MA/CNS enhancements with regard to the procedure for reauthorization of CHPlus A cases whose applications were originally filed through one of the community-based organizations or health plans engaged in conducting facilitated enrollment for the Department.

CNS will support the reauthorization of children who applied for CHPlus A through facilitated enrollment by three new batch recertification codes that will be available on Production on June 11, 2001. The new recert codes are as follows:

Z40 - Reauthorization with a facilitated enroller, or a scheduled interview with the local department of social services. This parallels the current batch reason code Z30. The worker will enter in the variables on the Batch Entry Screen of CNS as follows:

User Variable #1: Interview Date (in MMDDYY format)

User Variable #2: Interview Time (in HHMM format)

User Variable #3: Office Code

Z41 - Reauthorization with a facilitated enroller by a specified date, or instructions to call the local district for an interview date and time. This parallels the current batch reason code Z32. The worker will enter in the variables on the Batch Entry Screen of CNS as follows:

User Variable #1: Interview Deadline Date (in MMDDYY format)

(Telephone number will be system generated.)

Z42 - Reauthorization with a facilitated enroller, or a scheduled group recert with the local district. This parallels the current batch reason code Z36. The worker will enter in the variables on the Batch Entry Screen of CNS as follows:

User Variable #1: Interview Date (in MMDDYY format)

User Variable #2: Interview Time (in HHMM format)

User Variable #3: Office Code

These new reason codes will be processed through the regular CNS Batch Notice entry screen, which is selection 08 on the CNS menu.

Z43 - Reauthorization Reminder Letter will **automatically** be mailed 15 days after one of the above recert letters is sent. A new batch record is system generated with a process date of 15 days in the future when any of the above recert notices is sent. This letter will remind the family of the importance of completing the reauthorization process before the child(ren)'s coverage expires.

Each of the recert letters, Z40, Z41 and Z42 will have the following attachments: DOH-4133, Documentation Checklist and the list of Facilitated Enrollment Contacts. The reminder letter (Z43) will again include the contact list. All of the recert notices, the reminder letter, the checklist and the contact list are referenced in a forthcoming ADM.

For questions regarding the Facilitated Enrollment CNS Batch Reason Codes and their implications, or any other inquiry related to CNS, please contact Cindy Krueger-Farley at (518) 402-6663.

Sincerely,

DD

Dennis DiMuria
Manager, Upstate Eligibility Systems
Office of Medicaid Management

cc: Commissioner
MA Director