



# STATE OF NEW YORK DEPARTMENT OF HEALTH

Corning Tower The Governor Nelson A. Rockefeller Empire State Plaza Albany, New York 12237

Richard F. Daines, M.D.  
*Commissioner*

Wendy E. Saunders  
*Chief of Staff*

**REVISED**

March 5, 2008

Dear MA Directors/TA Directors/WMS Coordinators/Managed Care Coordinators:

On February 28<sup>th</sup> and 29<sup>th</sup>, we sent correspondence in regard to WMS changes to assure that the State of New York is in compliance with the court stipulation in Luberto v. Daines. The cases that were identified as processed were listed on your district's Case Control Transfer Report that was received 2/29/08. The cases that were processed were the result of a closing that occurred in the month of January with Medicaid coverage ending 2/29/08. The opening case's Medicaid coverage began 3/1/08. We would like to update you on changes to the process.

1. Schedule – **The next run date has been changed.** It will occur the evening of **Friday, 3/21/08 3/13/08** and the **pending day will be Monday, 3/24/08 3/14/08**. The districts will receive the Case Control Transfer Report heading number WINR4648, file name of 001-X-XX(two digit county code)\*WMSA4648 on **3/24/08 3/14/08** and can make changes to case number, office/unit/worker and coverage code. The cases that will be processed will be due to a closing transaction that occurred in the month of February with Medicaid coverage ending 3/31/08. The opening case's Medicaid coverage will begin 4/1/08. We are anticipating the subsequent run to occur the evening of Thursday, 3/27 with the pending day of Friday, 3/28/08. After this date, we anticipate the schedule to be daily.
2. Pending case - Several issues arose related to changes being made on the pending day of 2/29/08 that you need to be aware of.
  - a. Cancel – Please be aware that if you perform a cancel transaction off the Non-Services Data Entry and Case Disposition Menu that the pending case will be cancelled. Some districts made changes to the case and cancelled those changes thinking they were only cancelling the changes they made and not the pending case with the state generated case number. The result is the entire pending case will be cancelled. It is not possible to restore the system generated case. If you cancel the case, you need to re-register the case, complete FDE and issue a manual notice. Please be cautious if cancelling the pending transaction on the pending day.
  - b. SSN Code, Citizenship and Card Code – During the run that was completed on 2/29/08 if a district wanted to make changes on the case they were forced to update the SSN code, citizenship and card code. This will be corrected on the next run for Friday, 3/14/08.
  - c. Categorical codes – An incorrect categorical code of “09” was assigned to numerous cases. Staff in our office will be correcting these categorical codes between Friday, 3/7/08 and COB Friday, 3/14/08. If one of your cases is updated, you will receive a 3209 for a change transaction with reason code Y99.
3. WMS Errors - Effective Friday, 3/7/08, the following changes/additions will be made to production.
  - a. **Error 1223 - ADDRESS CHANGE REQUIRED** – When cases are closed with a Luberto reason code (C65, M61 or M62), the residence address must be changed and the state must be NY and zip code must be a NY state zip code. If this does not occur, the error will appear.

- b. **Error 1549 - MA COVERAGE INVALID FOR REASON CODE** – Luberto reason code C65 cannot be used if MA coverage code is 04, 05, 07, 08, 13, 14, 31, 33 or 36. If this is attempted, this error will appear.
  
- 4. Generated Auth To Date for Medicaid Closing Cases with C65 – Effective Friday, 3/7/08, an Authorization To date equal to the Transaction date will be generated when a Medicaid case type 20 or 24 is closed with reason code C65 excluding district 97 (OMH).

For systems related questions regarding Luberto/County Transfers, please contact Bambi Murphy at (518)402-6682. Policy related questions should be directed to the OHIP LDSS Support Representative at (518) 474-8887.

Sincerely,

*Dennis DiMuria*

Dennis DiMuria  
Director, Bureau of Upstate Eligibility Systems  
Division of Program Operations & Systems  
Office of Health Insurance Programs