

### Section I - Citizenship Verification for Medicaid

The Children's Health Insurance Program Reauthorization Act (CHIPRA) of 2009 allows states to use an alternative process for verifying United States citizenship or nationality when an individual *applying for Medicaid declares* to be a US citizen or national and *has provided* a Social Security Number.

The citizenship verification process will be implemented utilizing the State Verification and Exchange System (SVES). Using the SVES process a weekly file will be created based on WMS data that will in turn be sent to SSA. SSA will compare the data to their database and send a response file. The response file is received and is used to update a new BVI field in WMS.

#### Selection Criteria

Individuals will be selected in WMS for the Citizenship Verification based on the following criteria:

- Individual is in active status (Individual Status Code 07) on Medicaid case types 20 or 24 or in active or sanction status (Individual Status Code 07 or 10) on TA case types 11, 12, 16 or 17 with MA coverage not equal to blank, 04 or 05.
- Case is not in pending or lockdown status
- Individual's SSN code = 7 or 8
- Individual's ACI code = C
- Individual's BVI = blank
- Individual on TA case types 11, 12, 16 or 17 SSI Status Code is not equal to 1 or 4
- Individual's MCR code is not equal to Y (Upstate Only)
- Individual's ICC is not equal to Foster Care (32, 77, 78, 79, 80 or 81) or Adoption (33, 34, 74, 75 or 76)
- Alien Registration Number is blank

#### New BVI Field and BVI Values

When response data is received from SSA a new 'BVI' field located on Screen 3 will be populated. The update will not create a transaction in WMS nor will it produce a new Authorization (LDSS 3209). The BVI values and handling of the field are explained in the chart below:

BVI	Description	Handling
1	SSN is verified, there is no indication of death, and the allegation of citizenship is consistent with SSA data	- System generated only - Not data enterable - Worker cannot delete or update
B	SSN is verified, there is no indication of death, and the allegation of citizenship is NOT consistent with SSA data	- System generated only - Not data enterable - Worker cannot delete - Worker can update with 3 - Batch processing will not delete but will update
C	SSN is verified, there is indication of death, and the allegation of citizenship is consistent with SSA data	- System generated only - Not data enterable - Worker cannot delete - Worker can update with 3 - Batch processing will not delete but will update
D	SSN is verified, there is indication of death, and the allegation of citizenship is NOT consistent with SSA data	- System generated only - Not data enterable - Worker cannot delete - Worker can update with 3 - Batch processing will not delete but will update
2	Verified through automated newborn process	- System generated only for individuals activated through automated newborn process - Not data enterable - Worker cannot delete or update - Batch processing will not delete or update
3	Verified by a worker	- Data enterable - Worker can delete
5	Deemed Verified	- System generated only at the time of initial implementation of the BVI field - Not data enterable - Field will populated for existing individuals meeting the following criteria (excluding individuals with AFA Code = 914): In Active status (07 for CT 20 or 24) or in Active or Sanction status (07 or 10 for CT 11, 12, 16 or 17 with MA coverage not equal to blank) with an ACI = C at the time of implementation of the BVI field - Worker cannot delete or update - Batch processing will not delete or update
Blank	Not Verified	- Worker or batch processing can update

### New AFA Code and Associated Error

A new AFA code "354 – End of 90 Day Reasonable Opportunity Period for Citizenship and Identity" is available for worker entry to identify the 90 day time period an individual has for reasonable opportunity. The new AFA code will require a line number entry and a date. The date entered cannot be beyond 90 days from the last day of the Transaction Month. For example: If the Transaction Date is 11/3/10, the AFA date cannot go beyond 2/28/11. If it does a new error will appear 1436 - AFA Date Entered is Invalid.

### Errors & Warning

The following new errors and warning have been created:

1391 – BVI INVALID will appear if the Case Type is a TA case type (11, 12, 16, 17 with MA Coverage not equal to blank) or a MA case type (20, 24) with Transaction Type 02, 05, 06, 09, 10, or 11 and the BVI entered is not equal to a 3 or blank.

1392 – INVALID BVI FOR OPENING will appear if the Case Type is 20 or 24 and Transaction Type is 02 or 10 and the BVI is a B as an opening cannot occur with a BVI of B.

1393 – WARNING – BVI Not Updated will appear if a worker changes a valid BVI value with another valid BVI value that is not equal to 3.

### New BICS Report

A new report called WINR 9315 - Citizenship Verification will provide the Rejections for the Citizenship Verifications.

- Transmitted to the districts via BICS *monthly*.
- For an individual to be included on the report:
  - Individual is in active (07) status on Medicaid case types 20 or 24 or in active or sanctioned status (07 or 10) on TA case types 11, 12, 16 or 17 with MA coverage ≠ blank, 04 or 05
  - Individual's SSN code = 7 or 8
  - Individual's ACI code = C
- Report will be sorted by District, Office, Unit, Worker, Case Name and Individual Name
- Report will list Case Name, Last Name, First Name, MI, Case Number/Message, CIN, Date
- Rejections will be identified as BVI = B with the message "Citizenship Reject : B"
- Report will provide District Totals for the total number of rejections listed and the total number of verified.
- Handling of rejections are being addressed in the forthcoming DOH/OHIP ADM.

### Other Relevant BVI Information

- The new BVI field will be displayed on the Clearance Report. The Clearance Report Desk Guide has been updated to reflect this. The guide can be found at: <http://health.state.nyenet/docs/mbi/upstateclearancereportguide.pdf>
- The BVI will not be updated on a TA Emergency (Case Type 18 or 19), Food Stamp (Case Type 31 or 32), or HEAP (Case Type 60) case. If an individual is active on a MA case and a FS case who met the criteria for the Citizenship Verification, the BVI would be updated and displayed on the MA case, but not the FS case.
- If an individual's demographics are changed resulting in the resetting of the SSN code to 1 or the Alien Citizenship Indicator (ACI) value of C is modified to another value, the BVI code will automatically be reset to blank.
- For Upstate to Upstate County Transfers (Luberto) the new BVI field will transfer to the Moved To county's case. It will not transfer for NYC to Upstate and vice versa.

### Section II - Blocking Associated Name and Address from New Application/Registry

On the Application Registry Menu, Screen 4 of the Welfare Management System Menu, function 6, "Create App from Existing Case or App" allows a new Application/Registry to be produced containing information from an existing case either open in another program area or closed. It has been determined that when an existing case containing an Associated Name and Address in Screen 7 is used, the information contained in Screen 7 of the original case is produced in the In Care Of Name and Address on Screen 1 of the new Application/Registry. If the In Care Of information in the new Application/Registry is incorrect, an Application/Registry Maintenance must be done to revise the information. If an Application/Registry Maintenance is not done, all correspondence, including decision notices and CBIC cards will be sent to the In Care Of Name and Address.

In order to avoid critical information and documentation being sent to an incorrect name and address, the In Care of Name and Address will not be populated when using Function 6 of the Application Registry Menu. The Associated Name and Address field in Screen 7 will also remain blank. At data entry to open or deny the resulting case, either or both the Associated Name and Address and the In Care Of Name and Address may be populated manually to ensure all notices and documents are delivered to the correct recipient at the correct address.