

TO: Local District Commissioners, Medicaid Directors

FROM: Kathryn Kuhmerker, Deputy Commissioner
Office of Medicaid Management

SUBJECT: Staged Transition of the Medicaid Buy-In Program for Working People with Disabilities to Local Districts

EFFECTIVE DATE: Immediately

CONTACT PERSON: Local District Support Unit
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The purpose of this GIS message is to inform you of the plan to transition administration of the Medicaid Buy-In program for Working People with Disabilities (MBI-WPD) to local districts. Since July 1, 2003, Albany Central Office (ACO) staff has performed eligibility determinations and full data entry for MBI-WPD cases. Local District staff accepts and registers the application, gathers supporting documentation, sends applications and documentation to the ACO and performs undercare maintenance. Administrative directive 03 OMM/ADM-4, issued June 9, 2003, indicated that responsibility for all aspects of the MBI-WPD program would be transitioned to local district staff at a future date. The following key dates relate to the staged transition of the MBI-WPD program:

- April 20, 2004, a video-teleconference will be held on MBI-WPD transition and Medicaid disability determinations issues. It is recommended that all Medicaid eligibility staff involved in MBI-WPD, all disability determinations staff and local department of social services (LDSS) training staff attend the videoconference.
- June 30, 2004, Inter-Agency Team (IAT) members return to the Office of Mental Health (OMH) and Office of Mental Retardation and Developmental Disabilities (OMRDD)
- July 1, 2004, LDSS staff, with the exception of New York City, assumes responsibility for all MBI-WPD cases, including new cases, spenddown-to-MBI-WPD conversion cases, recertifications and undercare maintenance.

The moratorium will continue on premium payment collection until the Automated Premium Payment Collection and Tracking system becomes operational. It is anticipated that will occur some time in November 2004. Prior to the implementation of that system, detailed instructions will be issued by the Department.

The Albany Central Office staff will continue to process all New York City cases. Transition plans for New York City MBI-WPD cases are in development. Those instructions will follow under separate cover.