

Foster Care and Adoption Medicaid Migration from OIES to SACWIS



Knowledge Base Article

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Overview

This Knowledge Base Article briefly discusses the migration of Foster Care (Non IV-E FCM) & Adoption (SAMS) Medicaid spans and Managed Care Plan (MCP) enrollments from the Ohio Integrated Eligibility System (OIES) to the Statewide Automated Child Welfare Information System (SACWIS). The article additionally provides instruction on how to identify children in SACWIS without an MCP selection, along with the dates in which enrollments must be completed.

Migration Schedule

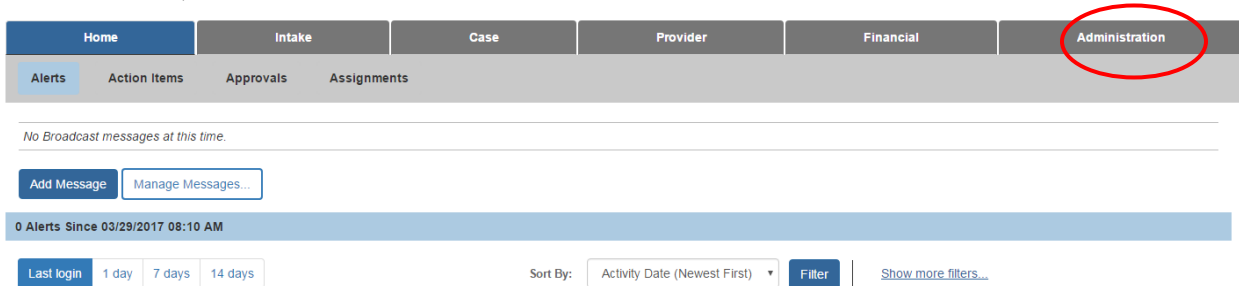
The migration is scheduled to take place in April of 2017. The Medicaid spans for the children included will be effective in SACWIS on 4/1/2017 and terminated in OIES on 4/30/2017 (i.e., a month overlap will exist). If the children are enrolled in MCPs, those plans will migrate into SACWIS with the Medicaid eligibility. The effective date of the MCP enrollments in SACWIS will be 5/1/2017. However, some children may not have MCP enrollments in OIES to be migrated. For this group, the Public Children Services Agency (PCSA) and/or the adoptive parents will need to enroll their children into MCPs after migration **as soon as possible**.

Generating the Agency Medicaid Eligibility Roster Report in SACWIS

Children without MCP enrollments can be identified on a county basis by generating the Agency Medicaid Eligibility Roster Report in SACWIS.

From the SACWIS Home Page:

1. Click, **Administration**.



The buckets available under the **Administration** tab appear.

2. Click, **Reports**.



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The **Report Filter Criteria** screen appears.

3. Select **Fiscal** from the **Report Category** drop-down menu.
4. Select **Agency** from the drop-down menu beside **Report Type**.
5. Click, **Filter**.

The screenshot shows the 'Report Filter Criteria' screen. The navigation bar includes 'Home', 'Intake', 'Case', 'Provider', 'Financial', and 'Administration'. Below this, there are sub-tabs: 'Staff', 'Maintenance', 'Security', 'Reports', 'Training', and 'Utilities'. The 'Reports' sub-tab is active. The main content area has a 'Report Filter Criteria' section with two dropdown menus: 'Report Category' set to 'Fiscal' and 'Report Type' set to 'Agency'. A 'Filter' button is located at the bottom left of the form.

The **Reports** screen appears.

6. Select, **Agency Medicaid Eligibility Roster Report-RPT 302**.

The screenshot shows the 'Reports' screen with a table of reports. The table has columns for 'Title', 'Category', and 'Type'. The report 'Agency Medicaid Eligibility Roster Report - RPT 302' is highlighted with a red box.

Title	Category	Type
AA Ceiling Waiver Requests Report - RPT 406	Fiscal	Agency
AFCARS Exception Report - RPT 252	Fiscal	Agency
Adoption Subsidy Report - RPT 303	Fiscal	Agency
Agency Contracts Report - RPT 234	Fiscal	Agency
Agency Medicaid Eligibility Roster Report - RPT 302	Fiscal	Agency

The **Report Details** screen appears.

7. Choose **PDF** or **Excel** under **Select Report Output Format**.
8. Click, **Generate Report**.

The screenshot shows the 'Report Details' screen. The 'Report Category' is 'FISCAL' and the 'Report Type' is 'AGENCY'. The 'Report Title' is 'Agency Medicaid Eligibility Roster Report - RPT 302'. Below this, there is a 'Report History' table with columns for 'ID', 'Date Created', 'Employee ID', and 'Name'. Underneath is a 'Document History' section with a 'Select Report Output Format' sub-section. In this sub-section, the 'Excel' radio button is selected. A 'Generate Report' button is located at the bottom left of the form.

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The **Agency Medicaid Eligibility Report** screen appears.

9. Select an **Agency** from the drop-down menu.
10. Select either **Daily** (results based on a single day) or **Monthly** (results based on the entire month)
11. Enter the corresponding date.

Note: For migration purposes, a Monthly date of 05/2017 would be entered in order for your agency to determine which children have not yet been enrolled in MCPs.

12. Click, **Generate Report**.

The screenshot shows the 'Agency Medicaid Eligibility Report' form. It has a title bar 'Agency Medicaid Eligibility Report'. Below it, there is a dropdown for 'Agency: *'. Underneath, there are radio buttons for 'Monthly/Daily: *' with options 'Daily' and 'Monthly'. To the right of these are date input fields with calendar icons. Below that, there are checkboxes for 'Medicaid Types: *' including 'Adoption Assistance', 'SAMS', 'IV-E Foster Care', 'Non-IV-E Foster Care', 'ICAMA', and 'ICPC'. At the bottom left, there are two buttons: 'Generate Report' (circled in red) and 'Cancel'.

Note: The parameter screen automatically defaults to include all Medicaid types on the report. Please keep it this way for migration purposes.

Identifying Children who are not Enrolled in an MCP

Once the report has generated, the three columns at the end of the document will indicate whether the children are enrolled in MCPs (column names include: **MCP Enrollment Date**, **MCP Disenrollment Date**, and **Managed Care Plan**). If these columns for a row are blank, then the child is not enrolled in an MCP (see highlighted rows below).

MEDICAID ELIGIBILITY ROSTER								Run Date: 03/29/2017
ADDRESS	ADDRESS INFORMATION	MEDICAID SPAN OVERRIDE	MEDICAID CARD OVERRIDE	ICPC/ICAMA CARD	MCP ENROLLMENT DATE	MCP DISENROLLMENT DATE	MANAGED CARE PLAN	
					11/1/2016		CareSource	
					11/1/2016		CareSource	
					11/1/2016		United Healthcare Community Plan	

Please, update SACWIS with MCPs for all children in your agency's custody that have no MCP on this report **as soon as possible**. If the Medicaid span for a child without an MCP belongs to an adoptive child (i.e., IV-E ADA, SAMS or ICAMA), a letter will be sent to the adoptive parent informing them of the enrollment requirement with instructions on how to enroll the child.

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The new Medicaid spans and MCP enrollments are scheduled to be in SACWIS beginning on 4/1/2017. Counties should start adding their MCP enrollments ***as soon as possible, but no later than cutoff for the month (4/18/2017)***. The MCP enrollment date should be entered as 5/1/2017 in SACWIS.