

Generating Payments and Medicaid for the Child of a Minor Parent



Knowledge Base Article

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Generating Payments and Medicaid for the Child of a Minor Parent

Overview

This Knowledge Base Article discusses how to create supplemental payments in Ohio SACWIS for a child who is living with their minor parent while the parent is still in foster care, as well as how Medicaid spans are generated for the child of a minor parent.

The cost of care for the child residing with his/her parent in a foster home or residential parenting facility must be included as a supplemental payment to the Title IV-E payment made on behalf of his/her parent. The child is also eligible for medical services under Title XIX.

Important Things to Verifying Before Recording a Living Arrangement

If the child is in the custody of a minor parent, you will use the Living Arrangement functionality in Ohio SACWIS to generate a Medicaid eligibility span for the child. To generate a span, verify (or complete) the following:

- The child must be included as a case member on the minor parent's case.
- On the **Relationships** screen, the relationship between the child and minor parent must be entered into Ohio SACWIS **AND** the values used for the **Minor Parent** and **Child** must either be **Biological Mother** or **Biological Father**.

Member Status: Active Members Filter

Relationship Editor

Test, Child / 123456
Male Age 1 . DOB

Test, Child to Test, Adult / 456789 Reciprocal Test Adult, Test Child's Biological Father

Biological Son Male Age 16, DOB 12/28/2006

- On the **Characteristics** Details screen, the value of **Child is a Minor Parent** must be entered for the minor parent.

Characteristics Details

Characteristic Group: Traits/Behaviors/Family History

Available Characteristics:

- Bold
- Bossy
- Breaks curfew
- Child conceived as a result of incest
- Child conceived as a result of prostitution
- Child conceived as a result of rape
- Crime using a weapon
- Crowded/Mission Teeth

Selected Characteristics: *

- Child is a Minor Parent

Method: Unknown Self Reported Observed

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Verifying the Living Arrangement Info for Generating Payments and Medicaid

1. Navigate to the **Living Arrangement Filter Criteria** screen using the steps in the **Recording a Living Arrangement** Knowledge Base Article.
2. To view the details, click the **Edit** link in the appropriate grid row.

Home Case Provider Financial Administration

Workload Court Calendar Placement Requests

<>

Case Overview
Activity Log
Attorney Communication
Intake List
Safety Assessment
Substance Abuse Screening
Forms/Notices
Category/Pathway Switch
Safety Plan
Actuarial Risk Assessment
Family Assessment
Ongoing Case All
Specialized A/I Tool
Law Enforcement
Justification/Waiver
Case Services
Legal Actions
Legal Custody/Status
Living Arrangement / Guardianship
Initial Removal
Placement Request
Placement/ICCA
Residential Treatment Information
Independent Living
Case Plan Tools
Visitation Plans

CASE NAME / ID: Ongoing Open (03/10/2022)

Living Arrangement Legal Guardianship/Custody

Living Arrangement Filter Criteria

From Begin Date: [] To Begin Date: []
Child's Name: [] Created in Error: Exclude Include
Sort Results By: [Begin Date (Descending)] Current Case Episode View Historical

Filter Clear Form

Living Arrangement Records

Child / DOB	Who Holds Legal Responsibility	Caretaker Name	Begin Date/End Date	End Reason	Agency	Created in Error
edit	Test	Test, Caretaker			Test	

Child's Name: [] [Add Living Arrangement](#)

The **Living Arrangement Information** screen appears.

3. In the **Living Arrangement Type** field, verify that the value of **Child of Minor Parent** appears.
4. In the **Who Holds Legal Responsibility** field, verify that one of the following values **Mother**, **Father**, or **Mother and Father** appears.
5. In the **Relationship to Child** field, verify the value shows **Mother** or **Father**.
6. In the **Role** column, verify the value shows **Caretaker**.

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The screenshot shows a web form with two main sections. The top section, 'Living Arrangement Information', contains fields for Agency (Test County Children Services), Person ID (456789), Child Name (Test, Child), and DOB. Below these are four dropdown menus: 'Begin Date' (08/14/2023), 'Living Arrangement Type' (Child of Minor Parent), 'Who Holds Legal Responsibility' (Father), and 'Responsibility'. Below the dropdowns are two search boxes: 'Available Person(s)' with an 'Add' button and 'Selected Person(s) Holding Legal Responsibility' with a 'Remove' button. The bottom section, 'Caretaker Information', is a table with four columns: Caretaker, Primary Address, Relationship To Child, and Role. The table contains one row with the following data: Caretaker: Test, Adult; Primary Address: Test Address; Relationship To Child: Biological Father; Role: Caretaker. There is an 'unlink' link at the end of the row.

Caretaker	Primary Address	Relationship To Child	Role
Test, Adult	Test Address	Biological Father	Caretaker

Important: As shown above, the **Primary Address** displayed for the minor father is the minor parent’s placement address. Because the caretaker of the minor parent was selected, the primary address displayed is the minor parent’s placement address. If no address displays or the address appears to be incorrect, verify that the information on the minor parent’s placement record is correct.

Generating Payments for the Child of a Minor Parent

Once an active Living Arrangement has been recorded and saved, supplemental payments can be initiated by creating an add-on cost that will be added to the per diem cost for the minor parent. However, to create an add-on cost, **a service authorization must be created first.**

A new service authorization for the minor parent can be created or, if a service authorization already exists, an add-on cost can be added as of the Living Arrangement begin date. The specific steps to create and edit a service authorization are discussed in the **Processing Manual Payments** and **Editing a Service Authorization** Knowledge Base Articles. For purposes of this article, a summary of the steps is discussed below.

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Modifying an Existing Service Authorization

To modify an existing service authorization, complete the following steps:

1. On the **Home** screen, click the **Financial** tab.
2. Click the **Services** tab.
3. Select the **Service Authorization** link in the **Navigation** menu. The **Service Authorization Filter** Criteria screen appears.
4. In the **Person ID** field, enter the minor parent's Person ID.
5. Click the **Search** button at the bottom of the screen.

Child Selection

Service Auth Type: * Created In Error: Exclude Include

Person Search - or - Person ID: * Go

Person ID: Name: Birth Date: Agency:

The results appear in the **Placement Records** section.

6. Click the **Select** link next to the existing service authorization.

Service Type/Service Description	Provider Name/ID	Begin Date	End Date	Status	Created In Error
select Family Foster Home	Test, Provider	03/15/2022		Completed	

The **Service Authorization Detail** screen appears.

7. Click the **Create Add-On Cost** button.

Cost Reason	Add On Amount	Effective Date	End Date
No Results Returned.			

Create Add-on Cost

The **Add On Cost** screen appears.

8. In the **Cost Reason** field, select the appropriate choice from the drop-down list.
9. In the **Add On Cost Type** field, select the appropriate choice.

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10. In the **Effective Date** field, enter the appropriate date.
11. In the **Add On Amount** field, enter the appropriate amount.
12. In the **Comments** field, enter any comments.
13. Click the **Save** button at the bottom of the screen.

Add On Cost

Cost Reason: *

Effective Date: *

Add On Amount: *

Add On Cost Type: *

End Date:

Comments:

[Spell Check](#) [Clear](#)

[Save](#) [Cancel](#)

Upon save, the **Service Authorization Detail** screen displays the additional payment amount.

1. Click the **Expand Indicator** for **Add-On Cost History** to view all Add-On Costs.

Child Specific Details

[Service Authorization History](#)

	Auth Id	Service Desc	Cost Type	Begin Date	End Date	Status	Created In Error
edit		Family Foster Home	Standardized	08/28/2023		Approved	

[view payments](#)

Begin Date: End Date: [Add Service Authorization](#)

[Placement Leave History](#)

[Add-on Cost History](#)

[Create Add-on Cost](#)

Important:

- This add-on cost remains in effect until the cost is end dated by the user.
- Payments can now be generated, and supplemental payments will be reimbursed up to any applicable ceiling amount, provided the minor parent is reimbursable.

Add-on Cost History

	Cost Reason	Add On Amount	Effective Date	End Date
edit	Employment Related Day Care	\$16.30	11/23/2021	delete
edit	Other	\$20.00	08/14/2023	delete

[Create Add-on Cost](#)

Ending an Add-On Cost

1. To end an add-on cost, select the **Edit** link in the **Other Add-On Cost** section (**Service Authorization Detail** screen).

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Add-on Cost History				
	Cost Reason	Add On Amount	Effective Date	End Date
edit	Employment Related Day Care	\$18.30	11/23/2021	delete
edit	Other	\$20.00	08/14/2023	delete

[Create Add-on Cost](#)

The **Add On Cost** screen appears.

2. In the **End Date** field, enter the appropriate date.
3. Click the **Save** button.

Add On Cost	
Cost Reason: *	Other
Effective Date: *	08/14/2023
Add On Amount: *	20
Comments:	<input type="text"/>
Spell Check Clear 4000	
Save	Cancel

Add On Cost Type: * Maintenance (M)
End Date:

The **Service Authorization Detail** screen appears displaying an end date in the **Other Add-On Cost** section (**End Date** column).

Add-on Cost History				
	Cost Reason	Add On Amount	Effective Date	End Date
edit	Employment Related Day Care	\$18.30	11/23/2021	delete
edit	Other	\$20.00	08/14/2023	08/15/2023 delete

Refer to the entitled **Processing Foster Care Maintenance (FCM) Payments** Knowledge Base Article for additional details on payment processing.

Viewing the Medicaid Eligibility Span

To view the Medicaid eligibility span, complete the following steps:

1. On the Ohio SACWIS **Home** screen, click the **Financial** tab.
2. Click the **Eligibility** tab.
3. Click the **Medicaid Eligibility** link. The Child Selection screen appears.
4. In the **Person ID** field, enter the child's Person ID.

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5. Click the **Go** button.

The screenshot shows a web application interface. At the top, there is a navigation bar with tabs: Home, Case, Provider, Financial (highlighted), and Administration. Below this is a secondary navigation bar with links: Workload, Action Items, Services, Eligibility (highlighted), Payment, and Benefits. On the left side, there is a sidebar menu with various options, including 'Medicaid Eligibility' which is highlighted. The main content area is titled 'Child Selection' and contains a form. At the top of the form is a 'Person Search' button and a 'Person ID' field with a 'Go' button. Below this are several input fields: 'Person ID:', 'DOB:', 'Person Name:', 'Title IV-E # / Medicaid Recipient ID:', and 'Personal Representative:'. There is also a checkbox labeled 'Child has private insurance'.

The **Medicaid Eligibility** screen appears.

Important Information about the Medicaid Eligibility Span

Note: Once a child's Living Arrangement has been added AND if the minor parent is IV-E reimbursable, the system automatically creates an IV-E Medicaid eligibility span for the child (shown below) that is effective the first day of the month for the current living arrangement begin date month. However, the effective date of the eligibility span will not precede the date of child's birth.

Example: If the record was created on January 18th, the system will show an effective date of January 1st.

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Child Selection

Person Search
- or -
Person ID:

Person ID: 12345678

Person Name: Test child

Personal Representative:
Personal Representative: Test County Children Services

DOB: 12/28/2006

Title IV-E # / Medicaid Recipient ID:

Child has private insurance

Placement Provider Details

Provider ID: 1111 Provider Name: Test, Provider

Address:

Current Medicaid Card Mailing Details

Origin of Information: Provider Primary Address ⓘ

C/O Name: Test County Children Services Address:

Authorized Representative History

Filter: Active

Person ID	Name	Effective Date	End Date
<input type="button" value="Add Authorized Representative"/>			

Non IV-E Eligible Indicators

Custody Start Date	Placement Begin Date	Placement State	U.S. Citizen
03/15/2022	03/15/2022	OH	Yes

Medicaid Eligibility History

	Medicaid Type	Medicaid Recipient ID	Effective Date	Termination Date	Status
view card	IV-EFCM		03/01/2022		Active - SACWS

The IV-E Medicaid eligibility span for a child remains open until the minor parent’s IV-E reimbursability is terminated, or until the Living Arrangement for the child of the minor parent has ended or been marked as created in error.

When that occurs, the system will automatically place a termination date on the Medicaid eligibility span (**Child Selection** screen).

Depending on the day of the month, the Medicaid eligibility span will end as of the last day of the current month or the month following (if the change in Medicaid eligibility is made after the cut-off date).

If you need additional information or assistance, please contact the OFC Automated Systems Help Desk at SACWIS_HELP_DESK@childrenandyouth.ohio.gov .