

Stopping and Starting Medicaid Spans



**Department of
Children & Youth**

Knowledge Base Article

Stopping and Starting Medicaid Spans

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Stopping and Starting Medicaid Spans

Overview

This article reviews how to stop and start a Medicaid Span within the Ohio SACWIS system.

Navigating to the Medicaid Span History

1. From the Ohio SACWIS **Home** screen, click the **Financial** tab.
2. Click the **Eligibility** tab.
3. Select the **Medicaid Eligibility** link. The **Child Selection** screen appears.
4. Click the **Person Search** button to locate the appropriate child.
5. Or, if you know the child's Person ID, you can enter the number in the **Person ID** field and click the **Go** button.

The screenshot shows the top navigation bar with tabs: Home, Intake, Case, Provider, **Financial**, and Administration. Below the Financial tab, there are sub-tabs: Services, **Eligibility**, Payment, and Benefits. On the left, a sidebar menu lists various links, with **Medicaid Eligibility** highlighted. The main content area is titled 'Child Selection' and contains a 'Person Search' button, a 'Person ID' input field with a 'Go' button, and several fields for personal information: Person ID, Person Name, Title IV-E # / Medicaid Recipient ID, and a checkbox for 'Child has private insurance'. There is also a section for 'Personal Representative'.

The **Child Selection** screen appears displaying the child's Medicaid history information.

The screenshot shows the 'Child Selection' screen with the following information displayed:

- Child Selection** (highlighted in green)
- Person Search** button and **Person ID** input field with **Go** button.
- Person ID: 123456 DOB: 07/03/2009
- Person Name: Sacwis, Susie Title IV-E # / Medicaid Recipient ID: Child has private insurance
- Personal Representative: Test County Children Services Board

Below this, there are two more sections:

- Placement Provider Details** (highlighted in green):
Provider ID: 121212 Provider Name: Test Provider
Address: 123 Test Rd
Test Oh 12345
- Current Medicaid Card Mailing Details** (highlighted in green):
Origin of Information: Provider Primary Address ⓘ
C/O Name: Test County Children Services Address:

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Stopping a Medicaid Span

To stop a Medicaid Span, complete the following steps:

1. Click the **Add Stop Span** button.

Managed Care Plan (MCP) Enrollment History				
	MCP Name	Enrollment Date	Disenrollment Date	Enrollment Sent to MCEC
edit	Molina Healthcare of Ohio Inc.	06/01/2022		Yes
edit	Molina Healthcare of Ohio Inc.	05/01/2022	05/31/2022	Yes
edit	CareSource	03/01/2017	04/30/2022	

Add MCP Enrollment/Disenrollment

Stop Span History		
Stop Span Effective Date	Stop Span End Date	Comments
Add Stop Span	Restart Span	

The **Stop IV-E Medicaid Eligibility Span Details** screen appears. The **Stop Span Effective Date** field populates with the system date and **cannot be changed**.

7. Provide the **Stop Span End Date**. (Optional)
8. Enter a Narrative in the **Comments** field.
9. Click the **Save** button. This is required to save the record.

Stop IV-E Medicaid Eligibility Span Details	
Stop Span Effective Date: *	07/10/2024
Stop Span End Date:	
Comments: *	
<p>Spell Check Clear 4000</p>	
Save	Cancel

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Important: If a Stop Span is added to Ohio SACWIS after the cutoff date (Close of Business [COB] on the 14th of the month) and a start span is entered prior to the next month's cutoff date, then the Medicaid span never terminates. The system automatically changes the status from **Terminated – SACWIS** to **Active – SACWIS**.

The **Child Selection** screen appears displaying the child's Medicaid history information. The **Stopped Medicaid Span** is saved here.

Stop Span History			
	Stop Span Effective Date	Stop Span End Date	Comments
view	07/10/2024		Test

As shown in this **example**, after saving the Add Stopped Span record but **Prior** to the daily Medicaid batch job being run, the **Stop Span History** section populates with the new Stopped Span, but the **Medicaid Eligibility History** section hasn't changed. The Medicaid Eligibility History still shows Active – SACWIS.

Medicaid Eligibility History						
	Medicaid Type	Medicaid Recipient ID	Effective Date	Termination Date	Status	
view card	NON-IV-EFCM	00001234567	05/01/2022		Active - SACWIS	
view card	IV-EADA	0000123456677	01/01/2017	04/30/2022	Terminated - SACWIS	

Managed Care Plan (MCP) Enrollment History				
	MCP Name	Enrollment Date	Disenrollment Date	Enrollment Sent to MCEC
edit	Molina Healthcare of Ohio Inc.	06/01/2022		Yes
edit	Molina Healthcare of Ohio Inc.	05/01/2022	05/31/2022	Yes
edit	CareSource	03/01/2017	04/30/2022	

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Stop Span History			
	Stop Span Effective Date	Stop Span End Date	Comments
view	07/10/2024		Testing
view	07/10/2024	07/10/2024	Test

This example shows the **Medicaid Eligibility History** section **after the daily batch job has run**. The **Medicaid Eligibility History** now shows Terminated – SACWIS to reflect the Stopped Medicaid Span record.

Medicaid Eligibility History					
	Medicaid Type	Medicaid Recipient ID	Effective Date	Termination Date	Status
view card	NON-IV-EFCM	00001234567	05/01/2022	07/31/2024	Terminated - SACWIS
view card	IV-EADA	0000123456677	01/01/2017	04/30/2022	Terminated - SACWIS

Restarting a Medicaid Span

To Restart a Medicaid Span that has been previously stopped, complete the following steps:

1. Navigate to the **Child Selection** screen using the steps discussed earlier in this Knowledge Base Article.
2. Click the **Restart Span** button.

Stop Span History			
	Stop Span Effective Date	Stop Span End Date	Comments
view	07/10/2024		Test

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The **Stop IV-E Medicaid Eligibility Span Details** screen appears. As shown in red below, the **Stop Span End Date** field populates with the system date and **cannot be changed**.

3. If needed, enter a narrative in the **Comments** field.
4. Click the **Save** button.

Stop IV-E Medicaid Eligibility Span Details

Stop Span Effective Date: * 07/10/2024 Stop Span End Date: * 07/10/2024

Comments: *

Test

Spell Check Clear 4000

Save Cancel

The **Child Selection** screen appears displaying the child's Medicaid history information. The **End Dated Stopped Medicaid Span** is saved here.

Stop Span History

	Stop Span Effective Date	Stop Span End Date	Comments
view	07/10/2024	07/10/2024	Test

Add Stop Span Restart Span

If you have additional questions pertaining to this Deployment Communication, please contact the [Customer Care Center](#).