

Creating an ICAMA Record



Knowledge Base Article

Creating an ICAMA Record

Table of Contents

Overview..... 3

Navigating to the ICAMA Screen..... 3

Completing the ICAMA Details Screen 4

Terminating Ohio Medical..... 5

Creating an ICAMA Record

Overview

This article provides step-by-step instruction for creating an ICAMA (Interstate Compact on Adoption and Medical Assistance) record to establish Ohio Medicaid.

Important: Upon receipt of an ICAMA referral, a FINS- ICAMA Intake must be created, screened-in, and linked to a Case.

Navigating to the ICAMA Screen

From the Ohio SACWIS Home Page:

1. Navigate to the **Case Overview** screen.
2. Click the **ICPC/ICAMA** link.

The screenshot displays the Ohio SACWIS Case Overview interface. On the left is a sidebar with a list of navigation links. The main content area shows case details for 'Sacwis, Susie / 123456'. Below the details is a 'Case Actions' section with a warning message: 'One or more active case members under age 22 is missing ICWA information in Person Demographics'. At the bottom of the sidebar, the 'ICPC/ICAMA' link is highlighted with a red box.

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 A/I
- 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
- Review Tools
- Family Team Meeting
- Safety Reassessment
- Reunification Assessment
- Case Conference Note
- Human Trafficking
- Child Fatality/Near Fatality
- ICPC/ICAMA**

CASE NAME / ID: Sacwis, Susie / 123456 **ICPC** Open (02/07/2020)

ADDRESS: 123 Test Rd, Test, Oh 12345 **CONTACT:**

AGENCY: Test County Children Services Board **SUPERVISOR(S):** Test, Supervisor

PRIMARY WORKER: Assign Primary Worker

Case Actions

[View Case Information](#) | [0 Linked Cases](#) | [Program Categories](#) | [Case Status History](#)

One or more active case members under age 22 is missing ICWA information in Person Demographics

Case members have unspecified relationships.

Action Items **Case Alerts** **Dashboard** **Assignments / Eligibility**

No Action Items Found

[Dismiss Action Items](#)

[Close](#)

The **ICPC/ICAMA** screen appears.

3. Select the child's name from the active case members listed in the **Child Name** drop-down menu (**ICAMA List grid**).
4. Click, **Add ICAMA Information**.

Creating an ICAMA Record

ICPC List

Showing (3) records:

ICPC / NEICE ID	Name	Sender / Recipient	Ohio Agency	Type / Status	Placement Resource
-----------------	------	--------------------	-------------	---------------	--------------------

Incoming/Outgoing Placement Type:

Add ICPC Information

ICAMA List

Showing (0) records:

ICAMA ID	Name	Sending State	Receiving Agency	Status
----------	------	---------------	------------------	--------

Child Name:

Add ICAMA Information

The **ICAMA Details** screen appears.

Completing the ICAMA Details Screen

1. Make a selection from the **Sending State** drop-down menu. (**Receiving Agency** will be pre-populated.)
2. Enter the **AA Agreement Date**.
3. Enter the **ICAMA 700 Form Date**.
4. Click, **Search Person**, to add a parent(s) to the record. For information regarding a person search, please see the following KBA: [Using Search Functionality](#). If the person does not exist in Ohio SACWIS, you will need to create a new person.

Note: At least one parent must be part of the record. A second parent may be added, as applicable.

Important: You must add the adoptive parent's address and contact information to the person record. Medicaid information will be sent to the address of the first listed adoptive parent.

Note: The child's address also displays on the ICAMA Details page. The address listed is where the Medicaid card will be sent. To add or update the child's address, you will need to go to the child's person record. You may use the hyperlink in the page header.

Creating an ICAMA Record

5. Enter the **Ohio Medicaid Effective Date**.

6. Click, **Save**.

ICAMA Details

Sending State: *

AA Agreement Date: *

Receiving Agency:

Test County Children Services Board

ICAMA 700 Form Date: *

Adoptive Parent/Guardian:

Please specify at least one parent involved in this adoption.

Search Person

Child's Address:

Medicaid card will be sent to this address.

Ohio Medicaid Effective Date: *

Ohio Medicaid Termination Date:

Status:

Save

Cancel

Terminating Ohio Medical

On the **ICAMA Details** screen:

1. Enter the **Ohio Medicaid Termination Date**.

2. Click, **Save**.

ICAMA Details

Sending State: *

AA Agreement Date: *

Receiving Agency:

Test County Children Services Board

ICAMA 700 Form Date: *

Adoptive Parent/Guardian:

Please specify at least one parent involved in this adoption.

Search Person

Child's Address:

Medicaid card will be sent to this address.

Ohio Medicaid Effective Date: *

Ohio Medicaid Termination Date:

Status:

Save

Cancel

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