

# Medicaid Eligibility

The Medicaid Certification, Renewal and Cancellation process has been automated based on the entry of Out of Home Placement data.

- A new MA Certification will be generated on the entry of a new removal placement.
- A nightly process will check for any child who has not been discharged from placement with active MA expiring in the next 5 days and automatically send the renewal certification.
- On discharge from Out of Home Care a cancellation certification will be sent with an end date 3 months.
- Furthermore an update certification will be sent any time the child's address changes.

**Note:** Once a IV-E determination or redetermination, Subsidized Guardianship Funding Determination, or Adoption Funding Determination is completed, the Med Stat Code is updated on the Medicaid Certification and the updated Medicaid Certification is sent to ForwardHealth. The updates can be viewed on the Medicaid Updates page.

If a Medicaid Certification needs to be created or canceled manually an assignment to the case is needed.

## Creating a Medicaid Eligibility Record

1. From the desktop, go to the Cases tab and click the Create Case Work hyperlink [▶ Create case work](#) or select Create Case Work from the Actions drop-down next to the specific case to open the Create Case Work page.

100%

2. On the Medicaid Eligibility Determination page, the MA Number (MCI) will be automatically pre-filled and the MA State will default to Wisconsin. If the child does not already have an MCI ID number displayed on his/her Person Management record, the system automatically generates a temporary ID number and displays it in the MA Number (MCI) field (this number always begins with 91000...). Click the Save button. This will create the Medicaid record.

Medicaid Eligibility Determination - Internet Explorer

**eWiSACWIS** Print Spell Check Help

**Basic Information**  
Child Name: [Apple, Child \(9226129\)](#) DOB: 05/05/2005 Age: 13

**Medicaid Eligibility** Benefit History

**Eligibility Information**

IV-E Eligibility Status: N/A Effective Date: [MMIS Interface](#)

Child Receives MA  Child Receives SSI

MA State: Wisconsin AA State: [Dropdown]

MA Number (MCI): 123457492 Request Replacement Card Reason: [Dropdown] [Details](#)

**Medicaid History**

Action:	Created On:	Status:	Worker:
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[Insert](#)

[Save](#) [Close](#)

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**Note:** In order to create a Medicaid record, the child's Birth Date and Gender must be documented on the child's Person Management page.

Create Case Work - Internet Explorer

**eWiSACWIS**

**Errors (1)**

- The child's Birth Date and Gender must be documented before creating a Medicaid Eligibility record. Please enter this information via Person Management.

[Create Case Items](#)

- The Benefit History tab displays information from Forward Health regarding current and previous Medicaid benefits for the child. The Current Medicaid Benefits include only the Medicaid benefits which either start at the time of (or after) the child's most recent removal and/or which started earlier but have not ended. The Previous Medicaid Benefits include only the Medicaid benefits for which the period overlaps the day prior to the most recent removal. The status field will indicate if the most recent Benefit Plan is Active or Inactive.

Medicaid Eligibility Determination - Internet Explorer

**eWiSACWIS** Print Spell Check Help

**Basic Information**  
 Child Name: [Apple, Child \(9226129\)](#) DOB: Age: 0

**Medicaid Eligibility** **Benefit History**

**Current Medicaid Benefits**

Medicaid Benefit Plan	Begin Date	End Date
FC	03/06/2014	02/28/2015
MCDW	03/06/2014	02/28/2015
FSTMA	07/01/2001	07/01/2014
CCRIA	01/01/2001	05/31/2002

Managed Care Program Plan: FAMILY CARE 03/06/2014  
 Managed Care Provider Name: CARE WISCONSIN CMO  
 Managed Care Exemption Code: L06 03/06/2014  
 Managed Care Exemption Description: Nursing Home Level of Care (MA)  
 Status: Active

**Previous Medicaid Benefits**

Previous Benefits are specific to the Medicaid Benefit Plans in place the day prior to the child's current Out of Home Care episode.

Medicaid Benefit Plan	Begin Date	End Date
FSTMA	03/29/2014	02/28/2015
SSIMA	02/01/2014	

Save Close

100%

Documenting a Medicaid Certification record

1. On the Medicaid Eligibility Determination page, click the Insert button. This will open the Medicaid Certification page.

Medicaid Eligibility Determination - Internet Explorer

**eWiSACWIS** Print Spell Check Help ?

Basic Information  
Child Name: [Cove, Blue \(9227339\)](#) DOB: 11/02/2015 Age: 2

Medicaid Eligibility Benefit History

Eligibility Information

IV-E Eligibility Status: N/A Effective Date: [MMS Interface](#)

Child Receives MA  Child Receives SSI

MA State: Wisconsin AA State: [Dropdown]

MA Number (MCI): 123457463 Request Replacement Card Reason: [Dropdown] [Details](#)

Medicaid History

Action:	Created On:	Status:	Worker:
Update	01/03/2018 08:15:34	Approved	Cake, Caitlin M. <a href="#">Edit</a>
Certification	01/02/2018 14:41:25	Approved	Cake, Caitlin M. <a href="#">Edit</a>
Certification	11/02/2015 10:39:13	Approved	Cake, Caitlin M. <a href="#">Edit</a>

[Insert](#)

[Save](#) [Close](#)

100%

**Note:** Click 'Yes' to the pop-up message.

eWiSACWIS -- Webpage Dialog

Creating a Medicaid Certification will cause the Medicaid Eligibility record to be saved. Do you wish to save the Medicaid Eligibility record?

[Yes](#) [No](#) [Cancel](#)



- Once you have entered the Certification From date, the Address group box will update with the provider's information.

- The Med Stat Code will default based on the child's placement phase and Title IV-E Status. The Details flare identifies what each code is for.

The following chart identifies the Med Stat Code that corresponds to a combination of the child's Placement Phase and Title IV-E Status. If you do not know the child's Title IV-E status (or it has not yet been determined), select the "All Other IV-E Statuses" value (34, 3P, 5A, or KG) for the associated Placement Phase.

Placement Phase	Title IV-E Status	
	IV-E reimbursable (Eligible and Reimbursable)	All Other IV-E Statuses (Pending; Eligible, Not Reimbursable; Ineligible)
Out of Home Care	33	34
Pre-Adoptive (Post TPR)	37	3P
Adoptive Home	56	5A
Subsidized Guardianship	KC	KG

- Enter the Certification To date and update any other applicable data.
- Depending on your agency, you will need to complete either the FAST Unit Status group box or the Approval Status group box. In the FAST Unit Status group box, select the Completed radio button.

In the Approval Status group box, select the Approved radio button. The MMIS Interface Status group box has been updated to “Ready to Send.”

**Basic Information**  
 Child Name: [Apple Child \(9226129\)](#)    DOB: 11/01/2005    DOD:    Gender: Female

**Certification Information**  
 Certification Type:  Certification     Update     Cancel    Agency: Milwaukee

**Address**  
 C/O: Mom Green Bean    Med Stat Code: 34    Details  
 Street: 115 W. Wilson    Apt:    Certification From: 01/03/2018    Certification To: 00/00/0000  
 WI City: Madison, 53701    State: WI    MCI ID: 123457492     Temporary Number  
 City: Madison    Cancel Date: 00/00/0000  
 Zip: 53701    Country:     Remove DOD from MMIS  
 County of Residence: Dane

**FAST Unit Status**  
 Unit Status:  Pending     Completed  
 Dt Fast Cmpl: 07/09/2018  
 Worker Name: Caitlin M. Cake

**Approval Status**  
 State/County Approval Status:  Pending     Approved     Not Applicable  
 Date of Approval: 07/09/2018  
 Worker Name: Caitlin M. Cake

**MMIS Interface Status**  
 Approval In-Progress  
 Ready to Send  
 Sent to MMIS

**Buttons:** Save    Close

8. Click the Save button. The MMIS Interface Status group box has been updated to “Ready to Send.” The nightly batch will send the information to MMIS.

9. Click the Close button. You will then be brought back to the Medicaid Eligibility Determination page. The new eligibility will now display in the Medicaid History group box.

**Basic Information**  
 Child Name: [Apple Child \(9226129\)](#)    DOB: 11/01/2005    Age: 12

**Medicaid Eligibility**    Benefit History

**Eligibility Information**  
 IV-E Eligibility Status: N/A    Effective Date:    [MMIS Interface](#)  
 Child Receives MA     Child Receives SSI  
 MA State: Wisconsin    AA State:    Details  
 MA Number (MCI): 123457492    Request Replacement Card Reason:    Details

**Medicaid History**

Action:	Created On:	Status:	Worker:
Certification	07/09/2018 15:51:13	Approved	Cake, Caitlin M.

**Buttons:** Insert    Save    Close

Canceling a Medicaid Certification

1. On the Medicaid Eligibility Determination page, click the Insert button. This will open the Medicaid Certification page.

The screenshot shows the 'eWiSACWIS' web application interface. At the top, the browser title is 'Medicaid Eligibility Determination - Internet Explorer'. The page header includes the 'eWiSACWIS' logo and navigation links for 'Print', 'Spell Check', and 'Help'. Below the header, a 'Basic Information' section displays the child's name as 'Apple Child (9226129)', their date of birth as '11/01/2005', and their age as '12'. Two tabs are visible: 'Medicaid Eligibility' (selected) and 'Benefit History'. The 'Eligibility Information' section contains several fields: 'IV-E Eligibility Status' is 'N/A'; 'Effective Date' is empty with a link to 'MMIS Interface'; there are checkboxes for 'Child Receives MA' (unchecked) and 'Child Receives SSI' (unchecked); 'MA State' is set to 'Wisconsin'; 'AA State' is an empty dropdown; 'MA Number (MCI)' is '123457492'; and 'Request Replacement Card Reason' is an empty dropdown with a 'Details' link. Below this is a 'Medicaid History' table with columns for 'Action', 'Created On', 'Status', and 'Worker'. A single row shows a 'Certification' action created on '07/09/2018 15:51:13' with a status of 'Approved' and worker 'Cake, Caitlin M.', accompanied by an 'Edit' link. At the bottom right of the main content area, an 'Insert' button is circled in red. At the very bottom of the page, there are 'Save' and 'Close' buttons, and a zoom level of '100%'.



- Depending on your agency, you will need to complete either the FAST Unit Status group box or the Approval Status group box. In the FAST Unit Status group box, select the Completed radio button. In the Approval Status group box, select the Approved radio button. The MMIS Interface Status group box has been updated to “Ready to Send.”
- Click the Save button. The nightly batch will send the information to MMIS.

Medicaid Certification -- Webpage Dialog

**eWiSACWIS** Print Spell Check Help ?

**Basic Information**  
 Child Name: [Apple, Child \(9226129\)](#)      DOB: 11/01/2005      DOD:      Gender: Female

**Certification Information**  
 Certification Type:  Certification     Update     Cancel    Agency: Milwaukee

**Address**  
 C/O: Mom Green Bean    Med Stat Code: 3P [Details](#)  
 Street: 115 W. Wilson    Apt:    Certification From: 07/31/2018    Certification To: 07/31/2018  
 WI City: Madison, 53701    State: WI    MCI ID: 123457492     Temporary Number  
 City: Madison    Cancel Date: 07/31/2018  
 Zip: 53701    Country:     Remove DOD from MMIS  
 County of Residence: Dane

**FAST Unit Status**      **Approval Status**      **MMIS Interface Status**  
 Unit Status:  Pending      State/County Approval Status:  Pending       Approval In-Progress  
                    Completed       Approved       Ready to Send  
 Dt Fast Cmpit: 07/09/2018       Not Applicable       Sent to MMIS  
 Worker Name: Caitlin M. Cake      Date of Approval: 07/09/2018      Worker Name: Caitlin M. Cake

**Save**    **Close**

- Click the Close button. You will then be brought back to the Medicaid Eligibility Determination page. The new eligibility will now display in the Medicaid History group box.

Medicaid Eligibility Determination - Internet Explorer

**eWiSACWIS** Print Spell Check Help

**Basic Information**  
 Child Name: [Apple, Child \(9226129\)](#)      DOB: 11/01/2005      Age: 12

**Medicaid Eligibility**      **Benefit History**

**Eligibility Information**

IV-E Eligibility Status: N/A      Effective Date: [MMIS Interface](#)

**Child Receives MA**       Child Receives SSI

MA State: Wisconsin      AA State:

MA Number (MCI): 123457492      Request Replacement Card Reason:  [Details](#)

**Medicaid History**

Action:	Created On:	Status:	Worker:	
Cancel	07/09/2018 15:56:58	Approved	Cake, Caitlin M.	<a href="#">Edit</a>
Certification	07/09/2018 15:51:13	Approved	Cake, Caitlin M.	<a href="#">Edit</a>

[Insert](#)

[Save](#)      [Close](#)

100%

To Request a Replacement Card

- From the desktop, expand your Cases icon and expand the folder icon for the case you are working with. Expand the Eligibility icon and click on the Medicaid Eligibility Determination hyperlink for the child you wish to work with.

**Dove, Mother (9222764)**

Case details: Child Welfare, Dane - North, Open OHP exists for associated participant(s)

Case address: 125 South Webster Street, Apt. #19D, Madison, WI 53702

Primary worker: Supervisor, Partnership, spoonm@dhfs.state.wi.us

Actions:

**View case information**

Access Reports, Assets and Income, Assignments, Eligibility, Placements, Related People

**Eligibility**

<a href="#">Medicaid Eligibility Determination</a>	11/02/2015	Cove, Blue	Approved
<a href="#">Medicaid Eligibility Determination</a>	10/13/2014	Dove, Blue	
<a href="#">Title IV-E Eligibility Determination</a>	11/02/2015	Cove, Blue	
<a href="#">Title IV-E Eligibility Determination</a>	04/02/2012	Dove, Blue	
<a href="#">Trust Account</a>		Cove, Blue	Milwaukee General

- On the Medicaid Eligibility Determination page, select the appropriate value from the Request Replacement Card Reason drop-down.

**eWiSACWIS** Print Spell Check Help

**Basic Information**  
 Child Name: [Cove, Blue \(9227339\)](#) DOB: 11/02/2015 Age: 2

**Medicaid Eligibility** Benefit History

**Eligibility Information**

IV-E Eligibility Status: N/A Effective Date: [MMIS Interface](#)

Child Receives MA  Child Receives SSI

MA State: Wisconsin AA State:

MA Number (MCI): 123457463 Request Replacement Card Reason:  [Details](#)

**Medicaid History**

Action:	Created On:	Status:	Worker:
Certification	01/03/2018 09:21:09	Approved	Cake, Caitlin M. <a href="#">Edit</a>
Update	01/03/2018 08:15:34	Approved	Cake, Caitlin M. <a href="#">Edit</a>
Certification	01/02/2018 14:41:25	Approved	Cake, Caitlin M. <a href="#">Edit</a>
Certification	11/02/2015 10:39:13	Approved	Cake, Caitlin M. <a href="#">Edit</a>

Request Replacement Card Reason dropdown options: Damaged Card, Lost Card, Never Received, Stolen Card

Save Close

100%

3. Click the Save button. The Medicaid History will display the Replacement Card Request.

**Note:** A replacement card can only be requested every 7 days.

Medicaid Eligibility Determination - Internet Explorer

**eWiSACWIS** Print Spell Check Help ?

**Basic Information**  
 Child Name: [Cove, Blue \(9227339\)](#)      DOB: 11/02/2015      Age: 2

**Medicaid Eligibility**      **Benefit History**

**Eligibility Information**

IV-E Eligibility Status: N/A      Effective Date: [MMS Interface](#)

**Child Receives MA**       Child Receives SSI

MA State: Wisconsin      AA State: [dropdown]

MA Number (MCI): 123457463      Request Replacement Card Reason: [dropdown]      [Details](#)

**Medicaid History**

Action:	Created On:	Status:	Worker:
Replacement Card Request	01/03/2018 09:21:09	Accepted (Never Received)	Cake, Caitlin M. <a href="#">Edit</a>
Update	01/03/2018 08:15:34	Approved	Cake, Caitlin M. <a href="#">Edit</a>
Certification	01/02/2018 14:41:25	Approved	Cake, Caitlin M. <a href="#">Edit</a>
Certification	11/02/2015 10:39:13	Approved	Cake, Caitlin M. <a href="#">Edit</a>

[Insert](#)

[Save](#)      [Close](#)

100%

4. The outliner will also display the status of the replacement card.

**Eligibility**

<a href="#">Medicaid Eligibility Determination</a>	01/03/2018	Cove, Blue	Accepted (Never Received)
<a href="#">Medicaid Eligibility Determination</a>	10/13/2014	Dove, Blue	Approved

## MMIS Interface

1. On the Medicaid Eligibility Determination page, click the MMIS Interface hyperlink to have eWiSACWIS send a call to MMIS. The call will request a list of matched people based upon specific criteria [Last Name, Medicaid ID, Social Security Number, Date of Birth, and Master Client Index (MCI) ID].

Medicaid Eligibility Determination - Internet Explorer

**eWiSACWIS** Print Spell Check Help

**Basic Information**  
Child Name: [Cove Blue \(9227339\)](#) DOB: 11/02/2015 Age: 2

**Medicaid Eligibility** Benefit History

**Eligibility Information**

IV-E Eligibility Status: N/A Effective Date: [MMIS Interface](#)

Child Receives MA  Child Receives SSI

MA State: Wisconsin AA State: [Dropdown]

MA Number (MCI): 123457463 Request Replacement Card Reason: [Dropdown] Details

**Medicaid History**

Action:	Created On:	Status:	Worker:
---------	-------------	---------	---------

Insert

Save Close

100%

2. Clicking the MMIS Interface hyperlink brings you to the MMIS Results Request page if there is more than one match from MMIS. To see the MMIS Client Info, select a radio button for one of the results and click the Continue button.

MMIS Request Results -- Webpage Dialog

**eWiSACWIS** Print Spell Check Help

**Results**

- BabyGirl Badger
- B. Badger, Female, 06/13/2005
- BabyGirl Badger, 06/13/2005
- BabyGirl Badger, 06/13/2005, Female, 123-13-1333

Continue Close

- The MMIS Client Info page displays demographic, address, and current Medicaid Eligibility information. If only one person matches the request, this page will automatically open after clicking the MMIS Interface hyperlink.

The screenshot shows the eWiSACWIS interface. At the top, there is a dark blue header with the logo 'eWiSACWIS' on the left and navigation links 'Print', 'Spell Check', and 'Help ?' on the right. Below the header, there are two main sections: 'Child Information' and 'Address Information'. The 'Child Information' section contains fields for Last Name (Badger), First Name (BabyGirl), Middle Initial, Suffix, Gender (F), DOB (06/13/2005), Medicaid ID (111-22-2005-1), MCI ID (1112220051), Effective Date (07/01/2009), and End Date (12/31/2299). The 'Address Information' section contains fields for Number (5555), Address (State Street), Apt, City (Madison), State (WI), Zip (54241), and Phone ((608)555-1212). A 'Close' button is located at the bottom right of the form area.

Child Information			
Last Name: Badger	First Name: BabyGirl	Middle Initial:	Suffix:
Gender: F	DOB: 06/13/2005		
Medicaid ID: 111-22-2005-1	MCI ID: 1112220051	Effective Date: 07/01/2009	End Date: 12/31/2299

  

Address Information		
Number: 5555	Address: State Street	Apt:
City: Madison	State: WI	Zip: 54241
Phone: (608)555-1212		

[Close](#)

- After the Close button is clicked, you will be returned to the Medicaid Eligibility Determination page. The MA Number (MCI) field will be updated with the MCI ID. After you click on the Edit hyperlink for a current Medicaid History, the Medicaid Certification page will also update the temporary Current MA ID with the MCI ID.

## Medicaid Updates

Once a IV-E determination or redetermination, Subsidized Guardianship Funding Determination, or Adoption Funding Determination is completed, the Med Stat Code is updated on the Medicaid Certification and the updated Medicaid Certification is sent to ForwardHealth. The updates can be viewed on the Medicaid Updates page.

1. To access the Medicaid Updates page, access the Medicaid Certification from the desktop.

**Dove, Mother (9222764)**

**Case details:**  
Child Welfare  
Dane - North  
Open OHP exists for associated participant(s)

**Case address:**  
125 South Webster Street, Apt. #19D  
Madison, WI 53702

**Primary worker:**  
Supervisor, Partnership  
spoonm@dhs.state.wi.us

**Actions:**  
Please select an action ▾

**View case information**

Access Reports   Assets and Income   Assignments   Eligibility

Placements   Related People

**Eligibility**

<a href="#">Medicaid Eligibility Determination</a>	11/02/2015	Cove, Blue	Approved
<a href="#">Medicaid Eligibility Determination</a>	10/13/2014	Dove, Blue	
<a href="#">Title IV-E Eligibility Determination</a>	11/02/2015	Cove, Blue	
<a href="#">Title IV-E Eligibility Determination</a>	04/02/2012	Dove, Blue	
<a href="#">Trust Account</a>		Cove, Blue	Milwaukee   General

2. On the Medicaid Eligibility Determination, click on the [View Updates](#) hyperlink.

Medicaid Eligibility Determination - Internet Explorer

**eWiSACWIS**   Print   Spell Check   Help ?

**Basic Information**  
Child Name: [Cove, Blue \(9227339\)](#)   DOB: 11/02/2015   Age: 2

**Medicaid Eligibility**   Benefit History

**Eligibility Information**

IV-E Eligibility Status: N/A   Effective Date: [MMS Interface](#)

Child Receives MA    Child Receives SSI

MA State: Wisconsin   AA State:   Request Replacement Card Reason:   Details

MA Number (MCI): 123457463

**Medicaid History**

Action:	Created On:	Status:	Worker:	
Certification	01/03/2018 09:21:09	Approved	Cake, Caitlin M.	<a href="#">Edit</a>
Update	01/03/2018 08:15:34	Approved	Cake, Caitlin M.	<a href="#">Edit</a>
Certification	01/02/2018 14:41:25	Approved	Cake, Caitlin M.	<a href="#">Edit</a>
Certification	11/02/2015 10:39:13	Approved	Cake, Caitlin M.	<a href="#">Edit</a>

[View Updates](#)   [Insert](#)

Save   Close

100%

3. The Medicaid Updates page displays the updates.

**eWiSACWIS** Print  Spell Check  Help 

**Basic Information**  
Child Name: [Cove, Blue \(9227339\)](#)      DOB: 11/02/2015      Age: 2

**Medicaid Updates**

From	To	Stat Code	C/O Address	Date Created	Updated By	Agency	MMIS Status
01/17/2014	01/16/2015	33	Lady Badger or Bucky Badger 123 Camp Randall Ave Madison, WI 53713	05/15/2014		Waushara	Sent to MMIS
12/11/2013	01/16/2014	33	Lady Badger or Bucky Badger 123 Camp Randall Ave Madison, WI 53713	05/15/2014		Waushara	Sent to MMIS
12/01/2013	01/16/2014	33	Lady Badger or Bucky Badger 123 Camp Randall Ave Madison, WI 53713	12/13/2013		Waushara	Sent to MMIS
08/01/2013	11/30/2013	34	Lady Badger or Bucky Badger 123 Camp Randall Ave Madison, WI 53713	12/13/2013		Waushara	Sent to MMIS
06/14/2013	07/31/2013	33	Lady Badger or Bucky Badger 123 Camp Randall Ave Madison, WI 53713	12/13/2013		Waushara	Sent to MMIS

[Close](#)