

MISSISSIPPI DIVISION OF MEDICAID

Eligibility Policy and Procedures Manual

101.05 INTERVIEW

Refer to individual program chapters for specific interview requirements. Whenever an applicant requests an in-person interview, one will be conducted even if the program does not require an interview.

At the interview the specialist reviews household composition and relationships to explain the individuals who are required to be included in the application and/or budgetary process, those who cannot be included and persons whose inclusion is optional. The specific programs and services available to the applicant and/or his family through Division of Medicaid are discussed and any questions the applicant has are addressed. In addition, referrals for services offered by other agencies are made, as appropriate.

101.05.01 INTERVIEW DISCUSSION

Whenever an interview is conducted, the following are specific areas must be addressed, if applicable:

- The agency must allow an individual or individuals of the applicant's choice to accompany, assist and represent the applicant in the application or redetermination process.
- Eligibility requirements for the coverage group(s) the applicant appears potentially eligible in;
- Coverage is limited to only one source of eligibility, i.e., SSI, ABD or FCC. If the individual is eligible under another source, that source must terminate before ABD or FCC eligibility begins.
- Use and purpose of the application, including that the applicant is agreeing to all of the rights and responsibilities specified on the application by signing the form;
- Standards of Promptness;
- Assignment of Third Party Rights;
- Quality Control review process;
- Use of Social Security Numbers in computer matching programs;
- Appeal Rights;

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INTERVIEW DISCUSSION (Continued)

- Child Support Requirements;
- Available services such as the Cool Kids program and the annual physical for adults ;
- Verification requirements and methods to be used to establish eligibility, including collateral contacts, documentary verification and other records;
- Change reporting requirements
- The income of a stepparent cannot make a stepchild ineligible.

The following explanations are specific to ABD and must be addressed as applicable:

- Estate Recovery provision;
- Medicaid Income;
- Income Trust provision.
- The income and resources of a spouse must be considered for the applicant's eligibility in the at-home ABD programs whether the spouse is applying or not;
- For institutional applicants, the spouse's resources must be considered toward the applicant's eligibility. The spouse's income is considered when a spousal allocation is requested.

The following explanations are specific to FCC and must be addressed as applicable:

- All possibilities for Medicaid eligibility must be tested before considering CHIP eligibility. Children who qualify for Medicaid cannot be approved for CHIP;
- Requested verifications must be provided for each person included in the application. Failure to provide information may result in individual or multiple denials, depending on the program or type of verification which is lacking.
- The income of an applicant's spouse must be considered toward the applicant's eligibility unless the spouse receives SSI.
- The income of a legal parent living in the home with applicant children must be considered toward the children's eligibility unless the parent receives SSI.
- Verification of personal information, income and expenses is not needed for household members who are not included in the application process.