

MISSISSIPPI DIVISION OF MEDICAID

Eligibility Policy and Procedures Manual

101.11.02 ASSIGNMENT OF REVIEW DUE DATES

A regular review must be completed on each recipient at intervals not to exceed 12 months. Both MEDS and MEDSX automatically set a 12-month review at application and redetermination as follows:

- In MEDS, the review due date is set 12 months from the month in which the supervisor authorizes the application or redetermination action.
- At application, MEDSX sets the CHIP review due date 12 months from the CHIP effective month. The Medicaid review due date is set 12 months from the application month.

When the 12-month eligibility period is set by the system, retroactive Medicaid months are not included in the 12-month count. Refer to the FCC program section for instructions for authorizing the continuous eligibility when a child is eligible only in a retroactive month(s).

At review MEDSX sets the review due date 12 months from the from the time span begin date on the Time Period Selection screen for both Medicaid and CHIP.

The reviewing supervisor is responsible for ensuring the proper review due date is assigned to each individual and for correcting or adjusting system-assigned dates at authorization when needed.

While children are assigned a 12-month review, adults may be reviewed more frequently based on case circumstances and the likelihood of changes. However, no individual's review due date may be adjusted to exceed 12 months.

101.11.03 TIMELY PROCESSING

It is important for redeterminations to be completed in a timely manner to prevent overdue cases. Since a recipient's eligibility does not expire, benefits continue until the agency completes the review and an eligibility decision is made to either approve or terminate coverage. A review becomes overdue when more than 12 months have passed since the last eligibility determination. It is the responsibility of regional office staff to ensure reviews are processed timely.

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When to Begin Processing a Review

It is permissible to begin the review process as early as the 10th month of a 12-month eligibility period or no more than 2 months early. However to ensure timeliness, the review process must begin no later than the month prior to the review month. This means for a case with a review due date of August, the redetermination process may begin as early as June, but must begin no later than July.

101.11.04 TIMELY AUTHORIZATION

The approval of a Medicaid redetermination is timely if it is authorized by the last day of the month in which the review is due. If Medicaid benefits are terminated, the action must be authorized no later than the adverse action deadline in the review month to be effective the following month. A CHIP approval is timely if it is authorized by the CHIP deadline in the month in which the review is due. A CHIP termination must be authorized no later than the adverse action deadline in the review month to be effective the following month.

When a redetermination closure is not authorized by the adverse action deadline in the review month, the case or individual is out of certification. However, an improper payment report is not required for the untimely closure. Ineligibility must exist for another reason for an improper payment report to be prepared.

Adverse Action Deadlines

In MEDS, the adverse action deadline is 12 days from the end of the month. Action must be taken by the adverse action deadline in the review month if coverage is to be terminated at the end of the review month.

In MEDSX if the Medicaid or CHIP termination action is authorized by the 19th of the month in which the review is due, the termination is effective at the end of the review month. An exception is February when the adverse action deadline in MEDSX is the 17th.

NOTE: Adults are not guaranteed 12 months of coverage. If termination is appropriate, the specialist will take action to terminate an adult's eligibility for the earliest possible month. However, coverage must be terminated no later than the adverse action deadline in the last month of the review period for the redetermination closure to be timely.