

MISSISSIPPI DIVISION OF MEDICAID

Eligibility Policy and Procedures Manual

❖ Families, Children and CHIP Programs

101.11.08E NOTICE OF UPCOMING REVIEW

A system-generated Notice of Upcoming Review is issued to FCC Heads of Household two months prior to the earliest review due date for the case. This notice informs the family of the impending review and provides general information which will be needed to complete the redetermination process.

101.11.08F REDETERMINATION REPORTS

The Monthly MEDSX Redetermination Due Listing (RJ431), sorted by regional office and caseload, identifies the cases due and coming due for redetermination for a 3-month period. The report also lists any cases which are overdue as of the report date.

On a monthly basis, each specialist will identify cases subject to redetermination and begin the redetermination process to complete the application form and obtain additional information to complete the review. As reviews are completed during the month, the specialist can use the RJ431W, Weekly MEDSX Redetermination Due Listing, to identify cases which are still pending.

101.11.08G SCHEDULING THE INTERVIEW AND REQUESTING INFORMATION

The specialist will issue an interview appointment via DOM-307, Request for Information. FCC review appointments must be scheduled to allow a minimum of 14 days between the appointment notice and the date of interview. Information known to be needed will also be requested on this 307. In this instance, the information due date is the day of the interview.

If additional information is determined to be needed at the interview or the client requests additional time to provide some or all of the previously requested information, a second DOM-307 will be issued.

101.11.08H DISPOSITION

Approval of Continued Benefits

When the head of household complies with redetermination requirements and provides required verifications, the specialist will review all eligibility criteria, ensure appropriate documentation is filed in the case record and input the data into MEDSX for an eligibility decision on the case members.