

**BOARD OF SUPERVISORS
COUNTY OF MADISON**

PROPOSED SUPPLEMENTAL APPROPRIATION

DATE: 2/12/2019

FY2019

Type of Supplement	
<input type="checkbox"/>	Interdepartmental transfer (same fund)
<input type="checkbox"/>	Interfund transfer
<input type="checkbox"/>	Revenue/Expense offset
<input checked="" type="checkbox"/>	Use of contingency
<input type="checkbox"/>	Other use of fund balance not in original budget

PURPOSE: To appropriate additional funds from contingency to cover CVRJ billed medical expenses.

GL Account Reference	Account type	Fund Name	Department	Object Code/Source	Debit	Credit
10-03-33-33401-3111	EXP	GF	CVRJ	Inmate medical expenses	67,882.19	
10-09-91-91100-9200	Exp	GF	Contingency	Contingency - Genl Ops		67,882.19

67,882.19	67,882.19
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Amount for Board to vote on
General Fund

67,882.19

Note: A debit charged to a budgeted expense line increases the appropriated expense; a credit charged to a budgeted expense line item decreases the appropriated expense. A credit charged to a budgeted revenue line item increases the anticipated revenue available.

Upon approval by the Board of Supervisors, the County Administrator shall forward a signed copy of the proposed supplemental appropriation to the County Finance Director.



Jack Hobbs, County Administrator

2/13/2019

Date

**Madison County
 CVRJ Medical Billing at 1/14/2019
 FOR FY2019**

Total YTD medical costs incurred by CVRJ at 1/14/2019	190,268.19
CVRJ FY19 budget provision for medical costs for Madison County	<u>(61,193.00)</u>
Excess over provision for which Madison is responsible as of 1/14/2019	129,075.19
Madison County budget provision for excess medical costs in FY2019 (line 33401-3111)	<u>(61,193.00)</u>
Supplement required at 2/11/2019	<u><u>67,882.19</u></u>





Central Virginia Regional Jail

13021 James Madison Highway
 Orange, Virginia 22960
 (540) 672-3222

DATE	INVOICE NO.
1/14/2019	MED01142019

BILL TO:
 MADISON COUNTY
 ATT: JACK HOBBS, COUNTY ADMINISTRATOR
 PO BOX 705
 MADISON, VA 22727

DESCRIPTION		TERMS
		Net 30 Days
		AMOUNT
APPROPRIATION FOR LINE ITEM		\$ (61,193.00)
Jul-18	ER - UNRESPONSIVE PATIENT	640.06
Jul-18	PARAPHIMOSIS	101.00
Jul-18	ER - ABDOMINAL PAIN	740.00
Jul-18	ORAL SURGERY	1,363.19
Aug-18	ER - POSSIBLE CONCUSSION	3,377.10
Sep-18	ER - PATIENT PASSED OUT	24,778.32
Oct-18	ER - POSSIBLE CONCUSSION	219.35
Jan-18	HEART SURGERY	156,049.17
TOTAL AMOUNT DUE		\$ 126,075.19

Authorized Signature:

Frank E. Dyer, III, Superintendent

33401-3111

Ply process for payment w/ bills to be generated by the BDS on 2/12/2019.

From: Teresa L. Miller [mailto:tmiller@cvrj.org]
Sent: Monday, January 14, 2019 10:16 AM
To: Jack Hobbs <jhobbs@madisonco.virginia.gov>
Cc: SUPERINTENDENT FRANK DYER <FDYER@CVRJ.ORG>; Kevin McGhee <kmcghee@madisonco.virginia.gov>; MC Sheriff <mcsheriff@madisonco.virginia.gov>
Subject: MEDICAL BILLING

Good Morning Jack,

Please find attached to this email Madison County's first medical billing for FY2019, in the amount of \$126,075.19. Because of HIPPA law we cannot divulge to you the names of inmates, but we are allowed to provide the description/condition. As you are aware, Madison County has used all appropriated amounts for "outside medical" and the County will be billed monthly if there are Anthem charges. At this point, I am not sure if all claims have been submitted for the inmate who had heart surgery. As with personal insurance, it can take months for all claims to be submitted to the insurance company. Any claims for other inmates, naturally will be owed as well.

Thank you,
Teresa

Note: Madison County's "medical fund" at CVRJ's depleted. Additional FY19 "true up" bills should be expected.



Teresa Miller

Finance Director
Central Virginia Regional Jail
13021 James Madison Highway
Orange, Virginia 22960
540-672-3222 ext. 802

From: Frank E. Dyer III [mailto:fdyer@cvrj.org]
Sent: Thursday, January 24, 2019 12:13 PM
To: Jack Hobbs <jhobbs@madisonco.virginia.gov>
Cc: tmiller@cvrj.org
Subject: Re: Medicare Application

Good afternoon Mr. Hobbs,

The application for Medicare Coverage for that individual has been complete and hand delivered to the Orange Office of Social Services Mrs. Crystal Hale.

Frank

Superintendent Frank E. Dyer III
Central Virginia Regional Jail
13021 James Madison Highway
Orange, Virginia 22960
540 672 3222

*New procedure, follows CURS staff meeting w/
medicare consultant AND CURS budget
briefs for County Administration on 1/23/2019.*

Accessing Medicaid in Regional Jails

January 2018 Update

As of January 1, 2019, the Majority of Low-Income Virginians Now Qualify for Medicaid

What Does this Mean for Regional Jails?

Savings to Jail Medical Budgets

- Medicaid can pay for inpatient hospital care when a Medicaid-enrolled offender is hospitalized or expected to be hospitalized for at least 24 hours.

Health Coverage at Reentry

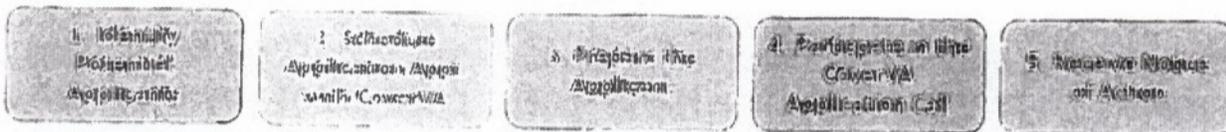
- The majority of offenders will now qualify for Medicaid when they return to the community. A single adult making up to \$16,754 or a family of three making up to \$28,677 can qualify for coverage.
- In the community, Medicaid coverage will provide enrollees with access to medical, behavioral health, and pharmacy services at little to no cost to them.
- Medicaid coverage will improve health outcomes and hopefully reduce recidivism- especially for individuals with behavioral health or substance use disorder needs.

New Resources to Help Correctional Facilities with Medicaid

1. **DMAS established a NEW Inmate Eligibility Unit at CoverVA**
 - In November 2018, the Department of Medical Assistance Services (DMAS) established a dedicated team at CoverVA (DMAS' eligibility contractor) that is trained to work with correctional facilities.
 - In January 2019, the new CoverVA Inmate Unit began taking applications and managing Medicaid eligibility for jail inmates.
 - Jail staff should now call the CoverVA Inmate Unit at 833-818-8752 for Medicaid applications and eligibility issues.
2. **DMAS will now allow jails to verify Medicaid eligibility through the Medicaid Management Information System (MMIS):** Jails will now be able to have an Authorized User check Medicaid eligibility in the Medicaid Management Information System. Participating jails will have remote access to the MMIS. DMAS is finalizing a Business Associate Agreement for signature by each Superintendent. This will need to be signed before MMIS access will be granted.

3. **Data Exchange between the Department of Corrections (DOC), the Compensation Board, Department of Juvenile Justice, and DMAS and/or CoverVA: *Under Development*** A data match between DOC, DMAS, Jails, and DMAS/CoverVA is being developed to improve the flow of information between organizations and automate processes when possible. It is expected be implemented in 2019. Information shared in this process will populate a new screen for Medicaid in LIDS. Jail staff should also be able to pull a monthly report of annual renewals that are due. The data match is also expected to include weekly flat file transfers that include claims data and Emergency Custody Order/Temporary Detention Order data, as available. (More to come on this process)
4. **Ability to Apply for Community Medicaid Prior to Release:** DMAS will now allow inmate Medicaid applications and renewals to be filed as early as 45 days prior to release. Previously, applications could not be filed until after the individual was released.

2019 Medicaid Application Process for Correctional Facilities



In late 2018, DMAS launched a new Medicaid Application process for Offenders. Instead of applying through local departments of social services, all offender applications should now go through the CoverVA Inmate Unit. To handle the expected large volume of applications, CoverVA has an application process for jail staff to follow to expedite application processing.

1. **Identify Applicants:** At this point, most jails have an estimate of the initial number of offenders they would like to have apply for Medicaid. To determine who should apply, Jails should prioritize offenders who are chronically ill and/or who have a very high likelihood of needing inpatient hospital treatment within the next 60 days (e.g., scheduled inpatient surgery, advanced cancer, advanced kidney or lung disease). They should also have offenders who are pregnant or have behavioral health needs apply as soon as possible.
2. **Schedule Application Appointments:** The CoverVA Inmate Eligibility Team will take phone calls from jail staff to schedule appointments for offenders (833-818-8752). The names of offenders are not required at this time or at any time prior to applying. Application appointments at the CoverVA Inmate Unit will run Monday – Friday from 9 a.m. to 6 p.m.
3. **Prepare the Applicant:**
 - Let the applicant know that he or she will be applying for Medicaid.

- Encourage offenders to review the application and have information prepared prior to their call.
 - Information needed and questions asked include: the applicant's social security number (or document number for legal immigrants), who the applicant files taxes with (other social security numbers are not needed), employment income as of the date of application and other income received that month (e.g., Social Security), whether they consent to having their future income verified through an electronic data match, and whether they have other health insurance (e.g., spouse's employer coverage or Medicare). Applicants will also be asked about their disability status, and whether they have a mental illness or addiction problem.
 - A PDF of the Medicaid application can be found at: https://www.coverva.org/mat/magi_1.pdf (English) and https://www.coverva.org/mat/magi_1_spanish.pdf (Spanish).
 - The application is 16 pages. Page 12 includes authorization for an authorized representative to respond to questions about the application. This should be a jail staff member who is able to facilitate responses questions.
 - A language line is available for applicants who speak a language other than English or Spanish. If a language other than English is needed, please let CoverVA know when scheduling the application appointment.
4. Participate in the Application Call:
- CoverVA Eligibility Team staff will call the jail at the agreed upon number, at the agreed upon time to speak directly with the offender.
 - The offender (with an officer or staff member present) will complete and "sign" the application over the phone. Neither a paper application nor signature on paper is required. Also, a notary is not required.
 - Most applications will take between 30 – 45 minutes to complete.
5. Receive Notice of Action:
- The jail staff member listed as the Authorized Representative will receive a Notice of Action within 45 days of an individual's application.
 - The Notice of Action will include the applicant's Medicaid ID number or state that the applicant is not eligible.

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Tips for Successful Application Calls

CoverVA Inmate Unit - 833-818-8752

- Keep a log of which offenders apply and the date and time they applied.
- Application numbers are given and are needed to check the status of the application (referred to as the "T" number). Keep this number in the log.
- Alert the offender that he or she will be applying for Medicaid prior to his or her application appointment. There is no cost to apply and no premium to pay if they qualify.
- Find out ahead of time if an inmate does not want to apply.
- If possible, identify who already has Medicaid so you don't have to take a full application.
- If the offender provides the incorrect social security number – CoverVA will use systems available to identify the correct SSN. If they are not able to, they will reach back out to the authorized representative at the jail.
- Jails should be ready to allocate an hour of staff resources for each inmate who applies. Applications may go a bit faster, but note this is a substantial time commitment on the jail's part.
- CoverVA will use the physical address as the facility address. For the question asking for a former residence address – CoverVA will use the locality where the offender was living prior to incarceration.
- Questions in the application system are repetitive- please warn applicants about this.

Please send more tips to Suzanne.gore@statehealthpartners.com

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Frequently Asked Questions and Issues
January 4, 2019

1. **Offenders Who Refuse to Apply:** If an offender refuses to apply, unfortunately, there is not much the jail can do. An individual cannot be required to apply for Medicaid. DMAS explored changing its regulations to allow the jail to apply on behalf of the offender, however, the federal government (CMS) did not allow this stating that an individual could not be required to apply. The offender can name someone to act as his or her authorized representative and file an application for him, but the jail cannot file an application without his consent.
2. **Offenders Not willing or Unable to Participate on the Call, but Who are Willing to Apply:** In the case of offenders who are not able to speak or unwilling to participate on the phone call (e.g., due to a speech impediment or mental health problem) but who are willing to apply for Medicaid, there are two options. But please note, the telephonic process is STRONGLY preferred:
 - a. The individual may apply through CommonHelp if the facility has internet access for inmates. (<http://www.commonhelp.virginia.gov/>)
 - b. If internet access is not an option, the offender may fill out a paper application, sign, and have it faxed to CoverVA. Fax number TBD –call the CoverVA Inmate Unit to hear the current preferred number.
3. **Applying through a Local Department of Social Services Office vs. CoverVA:** It is highly recommended that jails use the CoverVA Inmate Unit call center for applications. The reason for the call center is that local DSS offices had a difficult time addressing the nuances of applications from jails. At this point, DSS offices are also extremely busy taking community applications for Medicaid expansion.
4. **Why was an Application Made through CoverVA Sent to a Local DSS Office?** As of January 4, 2019, applications for inmates who might qualify for Medicaid under the "Aged, Blind, or Disabled" category must still be sent to a local DSS office for processing. On January 21, 2019, this should change. IT system changes will go into effect so that the application case management system will stop automatically sending those applications to local department of social services offices. Processing and management for all offender applications will be done in the CoverVA Inmate Unit.
5. **Non-Virginia Residents at time of Incarceration:** If an offender is from another state but in a Virginia jail, he or she can be considered a Virginia resident for purposes of Virginia Medicaid. There is no waiting period for residency. For Medicaid, you are a resident the day you move to Virginia with the intent to remain here or for employment. The jail will need to help cancel Medicaid coverage from the other state (if applicable) and apply for VA coverage through CoverVA. Note: This could become questionable, however, if the applicant insists that he or she will not stay in Virginia upon release and intends to return to his or her home state immediately upon release.

6. **Offenders who already have Medicaid when they enter the jail: *Not Final*** A full application is not needed, however, the offender's Medicaid "aid category" must be changed from a full coverage aid category to an offender aid category. In the near term, jail staff should call CoverVA and inform them that the individual is in their custody so the aid category is changed. CoverVA staff do not need to speak with the offender directly. There will likely be a form for this in the near future. DMAS is exploring whether the data match can initiate this process, but this is not finalized yet.
7. **Who Qualifies for Medicaid in the New Expansion Group? Eligibility for the new Expansion group is based on income, with a single adult making up to \$16,754 or a family of three making up to \$28,677, qualifying for coverage.**
8. **What Will Medicaid Cover for Offenders? Medicaid can only cover inpatient hospital stays.** Per federal law, Medicaid cannot not cover outpatient services or services inside the jail.
9. **Retroactive Coverage:** If an inmate incurred a hospital bill during the 3 months prior to applying for Medicaid, and he or she would have been eligible during that period, Medicaid can retroactively pay for that hospital stay. For inmates who qualify under the Expansion rules, retroactive coverage can only go back to January 1, 2019.
10. **Expedited and Emergency Application Requests: *Not Final*** On January 7, 2019, CoverVA plans to launch an "Emergency Path" for urgent applications. This option can be used if an inmate was unexpectedly hospitalized or is on his or her way to the hospital. An emergency application request would be appropriate, per DMAS, for *an individual not currently enrolled with an unforeseen and eminent hospitalization*. There will be two different scenarios: (i) those who can apply before going to the hospital, and (ii) those who cannot apply before going to the hospital. Call CoverVA at 833-818-8752 and request the Emergency Path for an expedited application. CoverVA is committed to processing these applications within 2 business days. (CoverVA hours: 8-7 pm M-F)
11. **Preexisting Conditions:** Medicaid inmate coverage covers inpatient costs for preexisting conditions.
12. **Work Release:** If the offender leaves the facility to work but still resides at the jail (i.e., returns to the jail after working each day), he or she can maintain offender Medicaid status. The offender's earnings, however, will be counted as income and their application should be updated with CoverVA to report new earnings. This may end Medicaid coverage for some offenders since their income could exceed the maximum allowed amount of \$16,754 for an individual.
13. **Transfers Between Jails or to a DOC Facility:** At this point, DMAS and CoverVA do not think this information is needed at the time it occurs. The address would be updated at the next annual renewal. However, this may change.
14. **Going to the Hospital:** When an offender goes to the hospital, if the offender has Medicaid, the jail should provide the Medicaid identification number to the hospital. If the offender does not

have Medicaid, call CoverVA and request the "Emergency Path" for expedited coverage as soon as possible. Once you have the Medicaid ID number, provide it to the hospital. Hospital staff may need to assist with obtaining the individuals consent to apply. More to come on this - and please share recommendations that your facility has!

15. **Medicaid Managed Care:** If the offender arrived in jail with Medicaid and membership in a Medicaid Managed Care Organization (MCO) (e.g., Aetna, Anthem, Magellan, Optima, United, or Virginia Premier), the MCO will not be responsible for paying for a hospital stay. MCOs do not cover individuals who are incarcerated. Call CoverVA to get the offender's status changed to "incarcerated" as soon as possible. A full application is not needed. This way, a hospital stay will be billed correctly as Medicaid "fee-for-service." This means that DMAS pays the bill instead of the MCO paying the bill.
16. **How will Hospitals Handle the Bill?** The hospital should submit claims for inpatient charges the same way it would submit any other Medicaid fee-for-service claim. The bill should not go to the jail first.
17. **When an inmate is sent to the hospital but later applies for Medicaid, how will the jail get reimbursed for the hospital stay?** It is strongly recommended that jails make every effort to have offenders apply for Medicaid before, during, or as soon possible after a hospitalization. In the event the individual is discharged from the hospital before a Medicaid application is completed, provide the Medicaid ID number to the hospital. The hospital may be able to adjust the bill prior to being sent.

For bills that the jail has received or paid prior to Medicaid coverage, but the individual now has Medicaid and Medicaid should cover, the jail would obtain an authorization from Kepro (804-452-5450) and then submit the claim with the authorization to DMAS. (Department of Medical Assistance Services P.O. Box 27443 Richmond, Virginia 23261-7443.) If the date of service has reached a timely filing constraint (12 months from the date of service) the jail should attach the retro letter for proof of timely filing.

18. **Renewing Medicaid Coverage:** Each year, Medicaid must be renewed. Each month CoverVA will identify whose coverage needs to be renewed within the next 90 days. Renewals will be processed through the CoverVA call center. They can be completed over the phone. A paper renewal form is not needed. The renewal process will confirm the individual is still incarcerated, at which facility, and report any changes in income. CoverVA will then process the renewal using the ex parte process. This means that for renewals, the offender does not need to sign anything or participate in a call with CoverVA.
19. **Reentry: *Not Final***
 - a. Jails can begin Medicaid pre-release planning 45 days prior to release.
 - b. For offenders who have Medicaid while incarcerated: If offenders leave with incarcerated coverage, the only thing Medicaid will pay for in the community is a hospital stay. But

incarcerated coverage cannot automatically be switched to community coverage. Medicaid eligibility must be reevaluated (partial review) to redetermine the household size and document whether there is additional income (e.g., from a spouse or children). At this point, please complete the "Communication Form" (it is being updated but will be available soon) so that CoverVA can complete a partial review. The Communication Form will ask for the Medicaid ID number, future address, people in the new household, and the projected release date. It will also likely ask whether the offender has a known substance use disorder, complex chronic condition, or mental health diagnosis. This health information will help DMAS enroll the individual in the right health plan. CoverVA will do a partial review based on the information provided in the Communication Form.

- c. For offenders who are unexpectedly released, there will be a flyer available for jails to include in their release materials telling the offender who to call to switch or get health coverage. Further work will be done on this.
- d. If the offender does not already have Medicaid coverage and has a release date, he or she should apply for coverage through the inmate unit at CoverVA (through the inmate process) BEFORE release. This way, health coverage can begin the day they leave (if enough time is provided between the application date and release).
- e. More to come on reentry. Please share your recommendations and ideas!

Note: Please let me know if anything needs clarification or you have additional questions. Also, these processes will evolve as jails and the CoverVA staff gain more experience. Please send recommendations for process changes or improvements! Suzanne.gore@statehealthpartners.com



State Health Partners

www.statehealthpartners.com
Suzanne.gore@statehealthpartners.com