

Title: Termination Requests to HAEEU

Issuance Date: September 9, 2023

(Must be reviewed annually)

Applicable Regulations, Guidelines, and AHS Policy:

Federal statute or rule:

- 42 CFR §431 State Organization and General Administration
- 42 CFR 435.945 (d) General Requirements; Public Assistance Reporting Information System:
 - “All State eligibility determination systems must conduct data matching through the Public Assistance Reporting Information System (PARIS).”

Vermont statute or rule:

- 33 V.S.A. § 141 - Fraud
- 33 V.S.A. § 143 - General Penalty
- HBEE rules (Eligibility & Enrollment, HAEEU rules)

Purpose:

To document the collaboration between Special Investigations Unit (SIU) and the Health Access Eligibility & Enrollment Unit (HAEEU) to process termination requests or a change of circumstance after an investigation has been completed and the determination by SIU that the beneficiary does not reside in the State of Vermont.

Procedure:

The SIU is required by the Code of Federal Regulations (CFR) to conduct Medicaid eligibility determination reviews based on the Public Assistance Reporting Information System (PARIS) data report, which is received on a quarterly basis. The purpose of the PARIS data matching service is to identify public assistance recipients who receive duplicative benefits in two or more states, at the same time.

SIU conducts beneficiary case investigations utilizing various programs, as well as collaboration with other State of Vermont departments, and/or other states. Claims and enrollment data is queried using Vermont’s MMIS system, other internal databases as appropriate, as well as the Supplemental Nutrition Assistance Program (SNAP) transaction database. PARIS cases will be noted in Siebel when appropriate.

If, at the end of the investigation, it has been determined that the beneficiary is no longer a resident of Vermont, a Service Request (SR) will be logged into Siebel with all of the supporting documentation attached for the termination request.

HAEEU reviews the SR for all necessary change information, then processes the request accordingly. If the SR cannot be processed, or additional information is needed, the HAEEU staff member will contact SIU for additional consultation.

Revision History:

Date	Summary of Revisions
1/1/2022	First draft of SOP
3/17/22	SIU edits
4/15/22	OMU review. Converted to ADA template.

Table 1 Revision History