New Mexico Human Services Department

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INTERDEPARTMENTAL MEMORANDUM
MAD-GI: 09-08
DATE: **May 20, 2009**

TO: ISD AND MAD STAFF

FROM: Carolyn Ingram, Director, Medical Assistance Division
Ted Roth, Deputy Director, Income Support Division

THROUGH: Roy Burt, Chief, Client Services Bureau

BY: Rebecca Schwarz, Adm/Ops II, CSB

SUBJECT: **Retroactive Medicaid**

Up to three months of retroactive Medicaid coverage can be given to applicants/recipients of most categories of eligibility who have received Medicaid services during the retroactive period and would have met applicable eligibility criteria had they applied during the three months.

Application can be made for retroactive eligibility by the applicant/recipient completing and submitting an application for medical assistance and indicating the presence of unpaid medical bills in the three months prior to the date of application. Application for retroactive Medicaid benefits must be made no later than 180 days from the date of the application for assistance. To establish retroactive eligibility, the case worker must verify that all conditions of eligibility were met for each of the three retroactive months and that the applicant received Medicaid services. Each month of retroactive Medicaid must be approved or denied on its own merits.

Retroactive eligibility can be approved on the ISD2 system by utilizing the FMM3 screen by entering the appropriate approval/denial *ST* code. The FMM3 screen can only be accessed on ISD2 in the month following the month of application. Entry of an approval *ST* code of "1" should be evaluated after ISD2 has been run through batch processing to ensure the "1" has changed to a "2".

ISD2 can be used to request retroactive Medicaid for up to six months prior to the current date. Upon system batch the retroactive Medicaid information will interface to the state's Medicaid Management Information System OMNICAID. ISD2 and OMNICAID have been re-programmed to accurately interface and apply the retroactive eligibility. Under normal circumstances it is unnecessary to complete a Retroactive Medicaid Eligibility Authorization (MAD 333) form.

To eliminate the need to request retroactive Medicaid category 031 (Medicaid for Newborns), register the 031 effective with the infant's *date of birth.* Infants who are born to Medicaid eligible or deemed to be Medicaid eligible mothers are automatically eligible for Medicaid under category 031.

The MAD 333 should only be used when ISD2 can not be utilized to process the request or it has been determined that OMNICAID is not reflecting the months of retroactive eligibility.

If you have any questions, please contact Doris Valdez at DorisE.Valdez@state.nm.us or Rebecca Schwarz at Rebecca.Schwarz@state.nm.us.