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## HIV, STD, Viral Hepatitis Program Policy Notice

**Effective Date:** July 1, 2014

**SUBJECT:** Payer of last resort and medical case management

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- Purpose of This Notice:** The purpose of this policy is to establish consistent criteria for transitioning eligible clients between Ryan White Part B medical case management and MaineCare targeted case management in an effort to meet payer of last resort requirements in the federal Ryan White legislation.
- Audience:** Ryan White Part B-funded medical case management providers
- Background:** As Ryan White-funded case management is distinguished from MaineCare case management, there must be clear protocols for transferring clients from one program to the other.
- Policy:** Individuals who may be eligible for MaineCare benefits must apply to MaineCare. If approved, the Ryan White Part B medical case manager must initiate a warm hand-off to a MaineCare case manager within one week of notification of approval. This includes notification by the Ryan White Part B Program.

If a client is denied MaineCare due to ineligibility for the program, he or she remains a Ryan White Part B medical case management client until such time as eligibility changes. Clients with fluctuating income that periodically puts them over MaineCare's income limits must reapply every six months.

The Ryan White Part B medical case manager is expected to document when the client applied and, at minimum, a check on status of application between 30-45 days after submission. If MaineCare reports that the application is incomplete, the medical case manager is expected to help the client complete the application within one week.

Clients who are eligible for MaineCare but choose not to apply or choose not to accept benefits are not eligible for Ryan White Part B medical case management.

5. **Implementation:** The Ryan White Part B Program conducts site reviews, including record reviews, at least once per year. Records will be reviewed for compliance with this policy. In addition, electronic records in the Program database (CAREWare) may be monitored more frequently for compliance with this policy.
  
6. **Related Policies:** Public Law 111-87: Ryan White HIV/AIDS Treatment Extension Act of 2009 (<http://www.gpo.gov/fdsys/pkg/PLAW-111publ87/html/PLAW-111publ87.htm>); HIV/AIDS Bureau Policy Notice 13-01: Clarifications Regarding Clients Eligible for Private Health Insurance and Coverage of Services by Ryan White HIV/AIDS Program; HIV/AIDS Bureau Policy Notice 13-02: Clarifications on Ryan White Program Client Eligibility Determinations and Recertifications Requirements; HIV/AIDS Bureau Policy Notice 13-04: Clarifications Regarding Clients Eligible for Private Health Insurance and Coverage of Services by Ryan White HIV/AIDS Program (See <http://hab.hrsa.gov/manageyourgrant/policiesletters.html> for copies of policy notices)
  
7. **For more information on policy:** Jamie Cotnoir, Ryan White Part B Program Coordinator, [jamie.cotnoir@maine.gov](mailto:jamie.cotnoir@maine.gov), 207-287-5539