

Introduction

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Medical applications from the SSP, MIPPA applications, or paper applications entered into the Worker Portal generate an e-application. These applications will all populate consumer information on the data collection pages in KEES. In addition, some interfaces will also populate information on the data collection pages.

When new, differing, or updated information is received it is necessary to determine if the data should be accepted or rejected. This is called Data Acceptance. Data from an e-application has to be accepted on each data collection page in KEES.

- * Data will be accepted by Clearinghouse users on applications that have gone through a MAGI determination prior to being routed to DCF.
- * Data will be accepted by DCF users on applications that only go through the file clearance and registration process prior to being routed to DCF.

For detailed steps on how to accept or reject data refer to the e-Applications sections of the KEES User Manual.

This desk aid provides guidance on when to accept or reject a piece of data. It is important to note:

- * Data is not populated to every data collection page in KEES. Only populated pages are represented in this desk aid.
- * Data is not populated in every field on data collection pages in KEES. Only populated fields are represented in this desk aid.
- * Any data provided by a consumer on an application will populate on Income, Resource and Expense pages in KEES. See the e-Applications section of the KEES User Manual for information on accepting or rejecting new, updated, or duplicated records for these pages.

Address Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Address Applies To:		DOES NOT POPULATE	
Begin Date	Accept	DOES NOT POPULATE	Defaults to the first day of the application month.
Address Types	Accept	DOES NOT POPULATE	Physical and Mailing
Address Line 1	Accept/Reject based on address being reported differently.	DOES NOT POPULATE	If the address is the same, then reject. If the address is new or different, then accept.
Address Line 2	Accept/Reject based on address being reported differently.	DOES NOT POPULATE	If the address is the same, then reject. If the address is new or different, then accept.
City	Accept/Reject based on address being reported differently.	DOES NOT POPULATE	If the address is the same, then reject. If the address is new or different, then accept.
State	Accept/Reject based on address being reported differently.	DOES NOT POPULATE	If the address is the same, then reject. If the address is new or different, then accept.
Zip Code	Accept/Reject based on address being reported differently.	DOES NOT POPULATE	If the address is the same, then reject. If the address is new or different, then accept.

Individual Demographics Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
First Name	Accept/Reject based on what has been verified. Reject if the new name is less formal (Allison or Allie) and create an alias.	DOES NOT POPULATE	The HUB uses name to verify SSN, therefore if SSN has been verified you can assume First Name is correct.
Middle Initial	Accept.	DOES NOT POPULATE	
Last Name	Accept/Reject based on what has been verified. Create an alias if needed.	DOES NOT POPULATE	The HUB uses name to verify SSN, therefore if SSN has been verified you can assume Last Name is correct.
Suffix	Accept/Reject based on what has been verified. Create an alias if needed.	DOES NOT POPULATE	
Maiden Name	Accept.	DOES NOT POPULATE	
Social Security Number	Accept/Reject based on what has been verified. Create a Previous Social Security Number if needed.	DOES NOT POPULATE	
SSN Status	DOES NOT POPULATE	SSA - SVES HUB - SSA	
Marital Status	Accept.	DOES NOT POPULATE	Update Relationship page as appropriate.
Gender	If conflicted information is reported, research as needed.	DOES NOT POPULATE	
Date of Birth	Accept/Reject based on what has been verified.	DOES NOT POPULATE	
Is this Individual a Veteran?	Accept.	DOES NOT POPULATE	
Spouse of a Veteran?	Accept.	DOES NOT POPULATE	
Race/Ethnic Origin	Accept.	DOES NOT POPULATE	
Latino/a or Spanish Origin	Accept.	DOES NOT POPULATE	
Tribe	Accept.	DOES NOT POPULATE	
Deceased Date	DOES NOT POPULATE	Death Records	
Spoken Language	Accept.	DOES NOT POPULATE	
Written Language	Accept.	DOES NOT POPULATE	
Language of Correspondence	Accept.	DOES NOT POPULATE	
Other Communication Needs	Accept.	DOES NOT POPULATE	
Is it ok to call this individual at work?	Accept.	DOES NOT POPULATE	
Email	Accept.	DOES NOT POPULATE	
Phone Number	Accept.	DOES NOT POPULATE	The most recent number will be at the bottom of the list.
Phone Number Type	Accept/Reject based on how phone number was reconciled.	DOES NOT POPULATE	
Previous Last Name	Accept.	DOES NOT POPULATE	
Previous First Name	Accept.	DOES NOT POPULATE	
Previous Middle Name/Initial	Accept.	DOES NOT POPULATE	
Previous Suffix	Accept.	DOES NOT POPULATE	
MCO Choice	Accept.	DOES NOT POPULATE	

Citizenship/Identity Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Adopted	Reject.	DOES NOT POPULATE	
Was this person born in a US State/Territory?	Accept.	DOES NOT POPULATE	Maps to KEES only if the person reports being a US Citizen
Birth City	Accept.	DOES NOT POPULATE	
Birth State/Territory	Accept.	DOES NOT POPULATE	
Birth County	Accept.	DOES NOT POPULATE	
Applicants Last Name on Birth Certificate	Accept.	DOES NOT POPULATE	
Applicants First Name on Birth Certificate	Accept.	DOES NOT POPULATE	
Applicants Middle Name on Birth Certificate	Accept.	DOES NOT POPULATE	
Mother's Last Name on Birth Certificate	Accept.	DOES NOT POPULATE	
Document Type on File	DOES NOT POPULATE	Federal Data HUB	

Household Status Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Name	Accept.	DOES NOT POPULATE	
Living in the Home Status	Accept.	DOES NOT POPULATE	Add documentation in the Journal.
Please select a reason	Accept.	DOES NOT POPULATE	
Expected Return Date	Accept.	DOES NOT POPULATE	
Begin Date	Accept.	DOES NOT POPULATE	Defaults to the first day of the application month.

Relationship Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
First Individual	Accept	DOES NOT POPULATE	
Relationship	Accept if the update is logical (married and now divorced), then accept. Reject if the update doesn't make sense (sibling and now a cousin) then reject and document.	DOES NOT POPULATE	
Second Individual	Accept	DOES NOT POPULATE	
Has Care and Control	Reject	DOES NOT POPULATE	
Begin Date	Accept	DOES NOT POPULATE	Defaults to first day of the application month.

Non-Citizenship Status Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Name upon US Entry		DOES NOT POPULATE	
USCIS Document	Accept.	DOES NOT POPULATE	
Alien Number	Accept.	DOES NOT POPULATE	
Card Number	Accept.	DOES NOT POPULATE	
Document Number/Certificate of Naturalization	Accept.	DOES NOT POPULATE	
I-94 Number/Admission Number	Accept.	DOES NOT POPULATE	
SEVIS ID	Accept.	DOES NOT POPULATE	
Passport Number	Accept.	DOES NOT POPULATE	
Country of Issuance	Accept.	DOES NOT POPULATE	
USCIS Expiration Date	Accept.	DOES NOT POPULATE	
Visa Number	Accept.	DOES NOT POPULATE	
Receipt Number	Accept.	DOES NOT POPULATE	
First Name	Accept.	DOES NOT POPULATE	
Middle Name	Accept.	DOES NOT POPULATE	
Last Name	Accept.	DOES NOT POPULATE	
Begin Date	Accept.	DOES NOT POPULATE	Defaults to the first day of the application month.

Pregnancy Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Mother	Accept.	DOES NOT POPULATE	
Number of Unborn Children	Accept.	DOES NOT POPULATE	
Date Reported	Accept.	DOES NOT POPULATE	
Due Date	Accept.	DOES NOT POPULATE	If no due date reported, set due date to 9 months from the date of application.
Verified	Accept.	DOES NOT POPULATE	If there is another pregnancy record, then set to Pending.

Residency Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Name	Accept.	DOES NOT POPULATE	
Residency Status	Accept.	DOES NOT POPULATE	If answer is 'None of the Above' look at the SSP PDF to conduct research.
Begin Date	Accept.	DOES NOT POPULATE	Defaults to the first day of the application month.

Other Program Assistance Detail

Type of Assistance: Foster Care, SOBRA Labor and Delivery, SOBRA Emergency, Eligible for Indian Health Services are the only Types that populate from the SSP.

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Name	Accept.	DOES NOT POPULATE	
Type of Assistance	Accept.	DOES NOT POPULATE	
Begin Date	Accept.	DOES NOT POPULATE	Defaults to the first day of the application month.
Medical Verified	Accept.	DOES NOT POPULATE	Defaults to Pending.

Employment Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Name	Accept.	DOES NOT POPULATE	
Category	Accept.	DOES NOT POPULATE	
Employer	Accept.	DOES NOT POPULATE	
Employer Address	Accept.	DOES NOT POPULATE	
Employer Contact	Accept.	DOES NOT POPULATE	
Date Hired	Accept.	DOES NOT POPULATE	
Termination Date	Accept.	DOES NOT POPULATE	
Employment Status Detail:		DOES NOT POPULATE	
Status	Reject.	DOES NOT POPULATE	
Status Reason	Reject.	DOES NOT POPULATE	
Hourly Wage	Reject.	DOES NOT POPULATE	
Hours/Week	Reject.	DOES NOT POPULATE	
Begin Date	Reject.	DOES NOT POPULATE	Defaults to the first day of the application month

Living Arrangement Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Name	Accept.	DOES NOT POPULATE	
Living Arrangement Type	Accept.	DOES NOT POPULATE	Choose 'In the Home' unless the consumer is in jail.
Arrival Date	Accept.	DOES NOT POPULATE	
Departure Date	Accept.	DOES NOT POPULATE	

LTC Data Detail

LTC Type: HCBS, MFP, PACE do not populate from SSP

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Name	Accept	DOES NOT POPULATE	
Recorded Date	Accept	DOES NOT POPULATE	Defaults to the first day of the application month.
LTC Type: Institutional Care			
Admission Date	Accept	DOES NOT POPULATE	
Discharge Date	Accept	DOES NOT POPULATE	

Noncustodial Parent

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Potential Noncustodial Parent First Name	Accept/Reject based on what has been verified. Reject if the new name is less formal (Allison or Allie) and create an alias.	DOES NOT POPULATE	If the name is the same, then reject. If the name is new or different, then accept.
Potential Noncustodial Parent Last Name	Accept/Reject based on what has been verified. Reject if the new name is less formal (Allison or Allie) and create an alias.	DOES NOT POPULATE	If the name is the same, then reject. If the name is new or different, then accept.

Medical Condition Detail

Only a 'Declared' Medical Condition Category populates

KES Field	e-App Data (Accept/Reject)	Interface	Considerations
Medical Condition Category: Declared	Accept.	SDX SVES	
Name	Accept.	SDX SVES	
Verified	Accept.	SDX SVES	
Medical Condition Type	Accept	SDX SVES If blank, set to '12 months or result in death'.	
Begin Date	Accept	SDX SVES Defaults to the first day of the application month.	

Tax Detail

Used for MAGI only cases

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Name	Accept.	DOES NOT POPULATE	
Verified	Accept.	DOES NOT POPULATE	Defaults to Verified.
Filing Status	Accept.	DOES NOT POPULATE	
Begin Date	Accept.	DOES NOT POPULATE	Defaults to the first day of the calendar year.
Dependent Name	Accept.	DOES NOT POPULATE	
Claiming Other Dependents Not on Application	Accept.	DOES NOT POPULATE	
Number of Other Dependents Not on Application	Accept.	DOES NOT POPULATE	

Medicare Expense Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Interface	Interface	Considerations
Name	Accept.	BENDEX	SVES	TBQ	
Medicare Claim Number	Accept.	DOES NOT POPULATE	DOES NOT POPULATE	DOES NOT POPULATE	
Part A Payment Method	DOES NOT POPULATE	DOES NOT POPULATE	DOES NOT POPULATE	TBQ	
Part A Payment Amount	Accept.	BENDEX	SVES	DOES NOT POPULATE	
Part A Start Date	Accept.	BENDEX	DOES NOT POPULATE	TBQ	
Part A End Date	Accept.	BENDEX	DOES NOT POPULATE	TBQ	
Part B Payment Method	DOES NOT POPULATE	DOES NOT POPULATE	DOES NOT POPULATE	TBQ	
Part B Payment Amount	Accept.	BENDEX	SVES	DOES NOT POPULATE	
Part B Start Date	Accept.	BENDEX	DOES NOT POPULATE	TBQ	
Part B End Date	Accept.	BENDEX	DOES NOT POPULATE	TBQ	
Part D Payment Method	DOES NOT POPULATE	DOES NOT POPULATE	DOES NOT POPULATE	TBQ	
Part D Payment Amount	Accept.	DOES NOT POPULATE	DOES NOT POPULATE	DOES NOT POPULATE	
Part D Start Date	Accept.	DOES NOT POPULATE	DOES NOT POPULATE	TBQ	
Part D End Date	Accept.	DOES NOT POPULATE	DOES NOT POPULATE	TBQ	
Begin Date	Accept	DOES NOT POPULATE	DOES NOT POPULATE	DOES NOT POPULATE	Defaults to first day of the application month.

Third Party Liability - Other Health Insurance Detail

KEES Field	e-App Data (Accept/Reject)	Interface	Considerations
Beneficiary	Accept.	DOES NOT POPULATE	
Health Coverage Type	Accept.	DOES NOT POPULATE	
Start Date	Accept.	DOES NOT POPULATE	
Health Insurance Information		DOES NOT POPULATE	
Health Insurance Company Name	Accept.	DOES NOT POPULATE	
Policy Number	Accept.	DOES NOT POPULATE	
Group Number	Accept.	DOES NOT POPULATE	
Type of Coverage	Accept.	DOES NOT POPULATE	
Policy Holder Information		DOES NOT POPULATE	
Policy Holder Name	Accept.	DOES NOT POPULATE	
Policy Holder's Social Security Number	Accept.	DOES NOT POPULATE	
Who is Covered	Accept.	DOES NOT POPULATE	
Access to Health Insurance		DOES NOT POPULATE	
Member has access to employer sponsored health insurance	Accept.	DOES NOT POPULATE	
Member has access to State Health Insurance	Accept.	DOES NOT POPULATE	
Member has health insurance that has ended in the past 3 months	Accept.	DOES NOT POPULATE	