



WA414 APPROVED PE-ADULT TOOLS MAPPING IN AS DENIED MANUAL EDBC'S

When PE-Adult Tools are linked to the case and they were approved by the Qualified Entity data is mapping in as a denied Manual EDBC. The following steps will need to be completed to correct the Manual EDBC to an Approval to ensure information passes to MMIS correctly.

NOTE: Verify on the e-App Summary under the Presumptive Eligibility PE Adult section the Application Status is Approved.

STEP 1 assumes all data collection for PE has been completed and the worker is ready to run EDBC.

- STEP 1:** Click **Manual EDBC** in Task Navigation
- STEP 2:** Verify the Benefit month being run is correct and select '*PE Portal Determination*' in the **Manual EDBC Reason** drop-down.
- STEP 3:** Select the check box next to Presumptive Eligibility Adult and click the **Create Manual EDBC** button.
- STEP 4:** Click on the **Presumptive Eligibility Adult** hyperlink for the benefit month being run on the **EDBC List** page.
- STEP 5:** On the **Presumptive Eligibility Adult EDBC (Manual)** page click the **Set Medical Summary** button.
- STEP 6:** **Medicaid EDBC List (Manual)** page displays with the Medical Summary information already populated as a fail. Click the **Cancel** button.
- STEP 7:** Back on the **Medicaid EDBC Summary (Manual)** page Click the **Set Medicaid Summary** button again.
- STEP 8:** The **Medicaid EDBC Override List** page displays. Click the **Add** button.
- STEP 9:** On the **Medicaid EDBC Override Detail** page complete the following fields:
 - **Test:** Select *PE Adult*
 - **Test Result:** Select *Pass*
 - **FPL %:** Enter *1*
 - **Start Date:** Enter the *first day of the month*
 - **End Date:** Enter the *last day of the month*
 - **MMIS/Prem. Bill Override:** Enter the *PE Start Date*

- **Person:** Select the *Approved* member from the drop-down
 - **Role:** Select *Mem* from the drop-down
 - **Aid Code:** Select the Correct Aid Code.
 - Presumptive Eligibility – Breast and Cervical Cancer
 - Presumptive Eligibility – Caretaker Medical
 - Presumptive Eligibility – Foster Care Aged Out
- STEP 10:** Repeat Step 9 for each Approved Adult member on the Program Block.
- STEP 11:** Click the **Save and Return** button on the **Medicaid EDBC Override Detail** page.
- STEP 12:** Click the **Save and Return** on the **Medicaid EDBC Override List** page.
- STEP 13:** Click the **Set Program Configuration** button on the Medicaid EDBC Summary page.
- STEP 14:** In the User System Configuration section complete the following:
- **Aid Code:** Select the correct code based on the determination
 - **Program Status:** Select *Active* from the drop-down.
- STEP 15:** Click the **Edit** button in the Program Configuration section.
- STEP 16:** In the User Override section update the following :
- **Role:** Change to *MEM*
 - **Status:** Change to *Active*
 - Click the **Save and Return** button.
- STEP 17:** Repeat Step 15 and 16 for each Approved Adult member on the Program Block.
- STEP 18:** Click the **Save and Return** button on the **Program Configuration List** page.
- STEP 19:** Click the **Accept** button on the **Medicaid EDBC Summary**.
- STEP 20:** Click the **Save and Continue** button on the EDBC list page.

Document Change Log

Date	Version	Author	Change Description
07/08/2015	1.0	d.pence	Initial Draft completed
7/8/2015	1.1	d.pence	Vetted by policy
7/8/2015	2.7	d.pence	Ready for Go-Live

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