

Reporting LIS / MSP Application Assistance on Client Contacts

Marking Client Contact Topics Appropriately

LIS Application Assistance, Box 13

Mark this box only when an application has been completed and submitted by the counselor. **Do NOT check this box if you referred the consumer to OMSC or SSA.** When a consumer is referred to OMSC, Diana Barnard marks the Client Contact when she processes an application for LIS.

Part D Low Income Subsidy (LIS/Extra Help):

- ★ 11-Eligibility/Screening
- 12-Benefit Explanation
- 13-Application Assistance
- 14-Claims/Billing
- 15-Appeals/Grievances

MSP Application Assistance, Box 47 –OR- Medicaid Application Assistance, Box 49

Mark these boxes if you assisted the consumer with filling out the 539a application (14 pages) or if you contacted an APD office and spoke directly to an APD worker to troubleshoot an application already filed. This constitutes a “direct hand” in assisting the consumer with that application.

Do NOT check this box if the consumer was referred to OMSC or APD through any means (including the Benefits Check Up application) as there was no “direct hand” in assistance with the application. When a consumer is referred to OMSC, Diana Barnard marks the Client Contact if she processes an application for either MSP or Medicaid.

Medicaid:

- ★ 46-Medicare Savings Programs (MSP) Screening (QMB, SLMB, QI)
- 47-MSP Application Assistance
- 48-Medicaid (SSI, Nursing Home, MEPD, Elderly Waiver) Screening
- 49-Medicaid Application Assistance
- 50-Medicaid/QMB Claims
- 51-Fraud and Abuse

- ★ **Any time a counselor inquires about a consumer’s financial situation to determine their eligibility for savings programs, this is considered a screening and both box 11 and box 46 can be checked.**

How to Capture Application Assistance for MIPPA Grant Credit

When we have a “direct hand” in processing an LIS, MSP or Medicaid application, we must mark the ACL Special Use Field (SUF) called MIPPA CLIENT 1 2 3 at the bottom of the client contact form with the appropriate code in order to get credit for that assistance. For LIS applications, counselors should use www.BenefitsCheckUp.org/Oregon whenever possible, or go directly to www.SSA.gov . For MSP application credit, a copy of the LIS application can be faxed directly to the consumer’s local APD office or the 539a Form can be completed with the consumer (15 pages).

Hovering over the “MIPPA CLIENT 1 2 3” field will display the field’s entry options with the message:

Enter 1 for LIS MIPPA Client. Enter 2 for MSP MIPPA Client. Enter 3 for both LIS and MSP MIPPA Client.

If **Box 13 LIS Application Assistance** is marked in the topics, then the number “1” goes in the SUF:

Part D Low Income Subsidy (LIS/Extra Help):

- 11-Eligibility/Screening
- 12-Benefit Explanation
- 13-Application Assistance
- 14-Claims/Billing
- 15-Appeals/Grievances

ACL Special Use Fields

MIPPA CLIENT 1 2 3:

1

If **Box 47 MSP Application Assistance** or **49 Medicaid Application Assistance** are marked or both are marked (and not Box 13), then the number “2” goes the SUF:

Medicaid:

- 46-Medicare Savings Programs (MSP) Screening (QMB, SLMB, QI)
- 47-MSP Application Assistance
- 48-Medicaid (SSI, Nursing Home, MEPS, Elderly Waiver) Screening
- 49-Medicaid Application Assistance

and / or

ACL Special Use Fields

MIPPA CLIENT 1 2 3:

2

If **Box 13 AND Box 47 MSP Application Assistance** or **Box 49 Medicaid Application Assistance** are marked (or all three are marked), then the number “3” goes in the SUF indicating that the counselor assisted with completing the applications for ALL the programs or had a direct conversation with Social Security / APD office staff regarding the consumer’s application for the programs.

Part D Low Income Subsidy (LIS/Extra Help):

- 11-Eligibility/Screening
- 12-Benefit Explanation
- 13-Application Assistance
- 14-Claims/Billing
- 15-Appeals/Grievances

Medicaid:

- 46-Medicare Savings Programs (MSP) Screening (QMB, SLMB, QI)
- 47-MSP Application Assistance and / or
- 48-Medicaid (SSI, Nursing Home, MEPD, Elderly Waiver) Screening
- 49-Medicaid Application Assistance

ACL Special Use Fields

MIPPA CLIENT 1 2 3:

ACRONYMS

APD: Aging & People with Disabilities

LIS: Limited / Low Income Subsidy

MSP: Medicare Savings Program

OMSC: Oregon Medicare Savings Connect

SSA: Social Security Administration

SUF: Special Use Field