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| LOCAL COMMISSIONERS MEMORANDUM |  
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DSS-4037EL (Rev. 9/89)

Transmittal No: 92 LCM-38

Date: February 24, 1992

Division: Medical Assistance

TO: Local District Commissioners

SUBJECT: CHILD HEALTH PLUS (CHP) Insurance Program

ATTACHMENTS: Suggested letter to CHP providers: Attachment 1 (on-line)  
CHILD HEALTH PLUS Poster: Attachment 2 (not available on-line)

The Department has received questions relating to the Child Health Plus (CHP) program. Many CHP questions were answered in Informational Letter 91 INF-71. This letter will respond to additional questions from the local districts.

Question 1: Administrative Directive 91 ADM-18 notes that the CHP subsidy must stop when the Medical Assistance (MA) case includes a CHP recipient. In Section IV.A., the letter reads as follows:

The social services district must contact the CHIP [CHP] contract agency to inform it that MA eligibility has been established.

Within this context, how must the district contact the plan?

Response 1: The district should write a letter to the plan so that the plan has official notification of MA eligibility for that child before the plan takes action to drop CHP coverage. This written notification should detail the child's period of MA eligibility. Generally, a plan will not accept a phone call by the district as being sufficient, and will require a letter. In turn, the CHP insurer will disenroll the child from CHP. Attachment 1 is a suggested letter to CHP providers.

Question 2: Administrative Directive 91 ADM-18, Section IV.D., requires local social services districts to provide notice of CHP when the MA denial/closing action affects a child under 13 years of age. The suggested letter was Attachment III to that Administrative Directive. Is there a statewide hotline number that could be added to the suggested letter?

Response 2: Yes. The Public Policy and Education Fund of New York has a contract with the New York State Department of Health for CHP outreach. Their statewide hotline number, which should be added to the letter from local social services districts, follows:

1-800-698-4KIDS

The CHILD HEALTH PLUS poster, Attachment 2, was developed by the Public Policy and Education Fund. Staff from the Fund will contact local social services districts to discuss the interface of CHP with the MA program and to supply outreach material.

It should be noted that a separate contractor has been selected for CHP outreach in New York City. The Medical and Health Research Association of New York City will contact the New York City Human Resources Administration for CHP outreach.

Question 3: The New York State Department of Health pays a monthly subsidy to the CHP insurance carrier. The annual subsidies were detailed in 91 LCM-136. Additionally, certain clients are required to pay a \$25 fee per child per year, up to a total of \$100 per household per year. How should these payments/bills be handled for spenddown?

Response 3: The monthly subsidy amount paid to the insurance carrier by the New York State Department of Health (NYSDOH) can be used to reduce the monthly spenddown.

For any CHP fee billed to the MA household, as with other health insurance premiums incurred by the individual or family, treat as a deduction from countable income. Therefore, the client's share of premium costs, as well as the subsidy, can be used to reduce the monthly spenddown.

NOTE: Please remember that persons receiving MA are not eligible for CHP. Since the household can choose who may apply for MA, please remember that applicants/recipients can include or exclude persons from the MA household. Therefore, if a CHP recipient is not included in the MA application, the CHP coverage remains uninterrupted. The amount of the NYSDOH subsidy and any household premiums would reduce the monthly spenddown for the rest of the family. See Administrative Directive 91 ADM-18 for details.

Question 4: A 5 person household applied for MA and was conditionally accepted as a spenddown case. The monthly spenddown is \$350. The household has not met the spenddown requirement in any recent month. Therefore, the Common Benefit Identification Card will not be valid, since coverage has not been authorized through EMEVS. The household appears income-eligible for CHP. Can the children in the household under age 13 apply for and get CHP?

Response 4: Yes. This household should apply for CHP. The children are neither eligible for nor in receipt of MA at this time. Therefore, the household can apply for and receive CHP for appropriate children if otherwise eligible. Remember that the CHP subsidy and any premium payments are used to reduce the excess income of other family members.

Question 5: Is the phone number for GHI correct as given in 91 LCM-136?

Response 5: No. The correct phone number for GHI is 212-960-6655.

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If there are questions on spenddown, please call Mr. Joseph Kudner on 1-800-342-3715, extension 3-5509. For questions on CHP, call Mr. John Harwick on extension 3-5878.

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Jo-Ann A. Costantino  
Deputy Commissioner  
Division of Medical Assistance

ATTACHMENT 1

Suggested letter to CHP when child is on Medicaid and CHP

Dear \_\_\_\_\_:

NAME OF CHILD:

ADDRESS:

SOCIAL SEC.#:

PHONE:

DATES OF ELIGIBILITY  
FOR MEDICAL ASSISTANCE:  
(from-to)

We have been advised that the above-named child is currently receiving Child Health Plus from your organization. In accord with Chapters 922 and 923 of the Laws of 1990, we are informing you that this child is enrolled in the Medical Assistance program for the time period noted above. Please call (staff name) on (phone number) if there are any questions.

Sincerely,