

Bureau of Nutrition and Physical Activity Training Advisory Group iLinc Minutes

Date: Thursday, January 23, 2014

Time: 9:00 – 10:00 a.m.

Location: 150-Conference Room 335C

Attendees: **Local Agencies represented:** Adelante, Ajo, Cochise, Coconino, El Rio, Graham, Greenlee, Maricopa, Maraposa, Mohave, Mountain Park, Navajo, Pima, Pinal, Yavapai and Yuma

ADHS: Taffery Lowry, Ben Hartley, Jaclyn Chamberlain, Tanja James, Emily Davis, Maggie Mack, Colleen Novota, Darlena Birch, Linda Yee, Devon Wilson-Torres, Grace Norton and Melanie Aesch **CMA:** Sally Mahoney, Cecilia Romo-Thompson

Agenda Item	Discussion	Follow Up
Welcome/Introductions	<p>Today:</p> <ul style="list-style-type: none"> • Eligibility in HANDS <p>Client Registration, Cert. Action and, Income (known training issues)</p>	
Issues	<ul style="list-style-type: none"> • 30-day rule - must term if missed window • Dual enrollments are not matching up correctly 	
Client Registration	<p>Changes:</p> <ul style="list-style-type: none"> • Income is its own screen, no longer part of client reg. screen • Note page will be a key page, and utilized more • Fields i.e., Eligibility, Family Size, Health Care and others have been relocated to more appropriate areas • Must show proof that day to indicate Adjunctive Eligibility • Income screen will link information with Care Plan screen, although not vise versa • Information will be locked once entered • Certification screen; now has calendar field to help prevent date errors. Can enter Expected Delivery Date or Last Menstrual Period, fields will update one another. 	<p>Will need to train staff</p> <ul style="list-style-type: none"> • For those that bring ACCCHS proof 15 days after cert., they may still be counted as Income Eligible but not reported as Adjunctively Eligible • Missing documents (within 30-days) and system functionality regarding policy
Training Needs	<ul style="list-style-type: none"> • Income waiver day 29 vs 33 • Flow for pump issuance and overdue pumps • Practicing adjunctive eligibility scenarios • Precertification • Selecting the correct family members for income • How to add new baby w/mother vs how to change mother to EN when baby is still in NICU (good practice exercise) • How to handle income screen when one child has ACCCHS and other does not 	<ul style="list-style-type: none"> • Staff will have 6-8 weeks for practice in system

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	<ul style="list-style-type: none">• How to handle other family members FI issuance when a client who is being certified in the same family member who is over income (another fam member comes in with more income, making fam over income)	
Next Call Topic	Medical	

Next Meeting: October 29, 2013 [iLinc]; 9:00AM-10:00AM (Rm: 345A)