

B2H CONNECTIONS/WMS SYSTEM INSTRUCTIONS UPSTATE

	Connections	WMS
Enrollment	To enroll a child in B2H, the LDSS must enter the waiver enrollment information in the B2H Waiver Window on Connections. The LDSS worker must assign a role in the FSS to the HCIA designee.	Medicaid* – LDSS conducts pre-enrollment activities to verify Medicaid eligibility.
		R/E Subsystem - LDSS must enter the appropriate waiver type and date of enrollment in the WMS R/E subsystem.
		WMS Services Case – WMS Services case must be opened and the child must have a validated CIN to enter B2H Waiver information in Connections.
HCIA Transfer	The Date of Transfer and the Name of the new HCIA is entered in the "Transfer" section on the B2H Waiver Window on Connections. The LDSS worker must also assign the role of the new HCIA staff and un-assign the role of the old HCIA staff in Connections.	Medicaid* – No action necessary.
		R/E Subsystem – No update to R/E subsystem is necessary.
		WMS Services Case – No action necessary.
Discharge from FC still in B2H	The Connections FSS must remain open to record CANS and IHP information, even if no child welfare services are being provided. If the child is not receiving child welfare services, the FASP queues should be ignored.	Medicaid* - LDSS must determine post foster care Medicaid eligibility using B2H budgeting methodology and make case changes as needed. (Continuous coverage provisions apply.) No eligibility determination is necessary if the child is in receipt of Medicaid through an active FA or SSI case.
		R/E Subsystem - No update to the WMS R/E subsystem is necessary (R/E code will follow child's CIN even if there is a change in Medicaid case number).
		WMS Services Case - POS line on WMS Services case should be end dated. WMS Services case must remain open, even if no child welfare services are being provided. If no child welfare services are being provided, all Direct Services would be removed.
B2H Discontinued while in FC	The date of the child's discontinuance in the B2H Waiver must be entered in the B2H Waiver Window in Connections.	Medicaid* – No action necessary.
		R/E Subsystem - LDSS must terminate B2H Waiver in WMS R/E subsystem
		WMS Services Case – No action necessary.
B2H Discontinued Post FC	The date of the child's discontinuance in the B2H Waiver must be entered in the B2H Waiver Window in Connections. If no child welfare services are being provided and the FSS remained open only to document B2H information, it may now be closed.	Medicaid – LDSS must determine continuing Medicaid eligibility. (Continuous coverage provisions apply)
		R/E Subsystem - LDSS must terminate B2H Waiver in WMS R/E subsystem.
		WMS Services Case - If WMS case remained open only for B2H, it may now be closed. If the family is still in receipt of child welfare services, no action is necessary.
Child Totally Freed B2H Continues	LDSS must progress CWS to CCR. B2H information will transfer from CWS to CCR.	Medicaid* – No action necessary
		R/E Subsystem - No action necessary
		WMS Services Case - LDSS must either close or delete the freed child from the existing WMS Services case and open a new case via the CCR in Connections.

Adoption Finalized B2H Continues	LDSS must close the CCR. No further action in Connections is necessary. B2H information will no longer be tracked through Connections.	Medicaid* - The existing Medicaid case must be closed and a new Medicaid case must be opened. If Medicaid is not part of the Adoption Subsidy, Medicaid eligibility must be determined using B2H budgeting methodology.
		R/E Subsystem – LDSS must terminate the existing B2H Waiver on the R/E subsystem and enter a new B2H Waiver using the child’s new CIN and case number.
		WMS Services Case - The existing WMS Services case must be closed. A new WMS Services, using the new CIN, must be opened to pay the adoption subsidy, if eligible. This case is <u>not</u> be created via the Connections/WMS interface. If there is no subsidy, it is not necessary to open a WMS Services case.

*To receive B2H Waiver services, a child must first be deemed Medicaid eligible. LDSS staff are required to re-determine the child’s Medicaid eligibility and reauthorize it in WMS at least every 12 months for payments to be made for B2H Waiver Program services.