Overview

The Health Care and Economic Security Staff Development Center (SDC) has developed training for the March 2017 CBMS Build for County and Medical Assistance sites. This document and other training materials were developed with assistance and feedback from CDHS, OIT and HCPF Program Areas.

The build will be implemented into CBMS and PEAK on March 19, 2017. For additional information regarding the build, reference TrainColorado.com > Courses > CBMS Build Training > March 2017.

Projects listed in orange in the table of contents will be discussed in the March 2017 webinars. For all other projects, the information in release notes was determined sufficient by Program Areas.

Some projects may have a reference to the location of training materials related to the project.

For questions related to this training document please contact the Staff Development Center at SOC_StaffDevelopment@state.co.us.

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**HCPF Projects**

**Project 10398 CBMS MA Transition to Transitional Medicaid from MAGI Parent/Caretaker Update**

**Project Description**
Currently, when an individual is being determined for Transitional Medicaid, the individual’s FPL income limit must exceed the FPL for MAGI Adult. Through additional policy clarifications, it has been determined that CBMS must look at the FPL income limit for MAGI Parent/Caretaker to determine eligibility for Transitional Medicaid.

**Why the Change was Requested**
Federal clarification stated that Transitional Medicaid should be based on MAGI Parent/Caretaker rather than MAGI Adult FPLs.

**User Impact**
Medium
Will occasionally affect eligibility worker tasks

**Training Modality**
Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

**Changes**
Transitional Medicaid will now be above MAGI Adult on the CBMS MA Hierarchy.

CBMS will perform a Mass Update to identify any individuals who did not receive 12 months coverage because they were categorized as MAGI Adult instead of Transitional Medicaid. The Mass update will rescind and reauthorize these individuals.

**Transitional Medicaid Review**
A Review of Transitional Medicaid (Project 9004) will be performed in the Build Webinar.

**Transitional Medicaid**
Who qualifies?
- MAGI Parent/Caretaker in 3 out of the last 6 months
- 19 years of age or older
- Individual has earned income that exceeds MAGI Parent/Caretaker FPL
- Dependent child in MBU or another child (5th degree relationship)
- Meet citizenship/non-citizen requirements for MA
Scenario
10/15/2016
20-year old Mom and child apply with $0 income. Mom is MAGI Parent/Caretaker, Kid is MAGI Child.

02/10/2017
Mom reports new job ($1700/mo 127% FPL).
Mom meets all criteria in order to be eligible for Trans Medicaid. Received Parent/Caretaker 3 out of the last 6 months, is over income for Parent/Caretaker, and has dependent child.
Mom is under the MAGI Adult limit, but Transitional Medicaid is now determined first on the hierarchy.

Project 10399 CBMS MA - Allow Coverage through Term Month When New Application is in the Same Month

Project Description
This project allows a member to submit an application in the same month they were discontinued without negatively harming the applicant’s eligibility.

Why the Change was Requested
New applications could not be entered in CBMS if the individual had an open med span. When a member is discontinued, eligibility is typically extended to the last day of the month. Applications submitted after the discontinuance but before the eligibility end date were encountering problems (dual eligibility) in eligibility determinations.

User Impact
Medium
Will occasionally affect eligibility worker tasks
Users processing these select cases will notice improvement in CBMS determinations.

Training Modality
Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

Changes
Applications will be accepted, and can be AI’d in a discontinuance month. Eligibility will be re-determined for the month. If the result is an approval for the same or higher benefit
category, med spans will be adjusted to the new application. If the result is a lower benefit category or denial, med spans will remain as they were.

Members will receive a Notice of Action (NOA) stating that changes will go into effect on the 1st of the following month.

**Example 1**
- On 12/1/2016, Polly receives a termination notice effective 12/31/2016
- On 12/15/2016, Polly submits a new application.
- The Eligibility technician processes the Application with a 12/15/2016 application date.
- Polly is still ineligible.
- Polly’s notice will indicate she is ineligible beginning 1/1/2017.
- It will reference the 12/15/2016 application.
- Her Med Span will be unchanged 12/31/2016 end date.

**Example 2**
- On 01/01/2017, Sven received a termination notice effective 01/31/2017.
- His Med Span is given a 01/31/2017 end-date.
- He hurries to re-apply on 01/02/2017.
- The case is AI’d for 01/02/2017.
- Sven is determined eligible for an equal or greater benefit category.
- Sven’s Med Span will be changed to an approval effective 01/01/2017 and open.
- Sven’s notice will be an approval effective 01/01/2017.
- It will reference the 01/02/2017 application.

**Example 3**
- On 5/25/2017, a worker processes an RRR with an increase in income.
- The case is discontinued effective 06/30/2017.
- On 06/17/2017 the applicant applies for LTC and is approved.
- An approval NOA is sent with an LTC aid code effective 06/17/2017

**Example 4**
- A child on MAGI Child (since 12/1/2016) has their Continuous Eligibility expiring 11/30/2017. An RRR is submitted on 10/25/2017.
- HH reports excess income.
- The case is discontinued effective 11/30/2017.
• On 11/17/2017 the family submits a new application reporting a change in income and is now eligible for CHP+
• A notice for 11/2016 will be sent as an approval referencing the 2016 application. (MAGI)
• A separate notice for the 11/17/2017 application will be sent as an approval effective 12/01/2017. (CHP+)
• The child is now eligible for CHP+
• A notice for 11/2016 will be sent as an approval referencing the 2016 application. (MAGI)

**Example 5**
• A child on MAGI Child (since 12/1/2016) has their Continuous Eligibility expiring 11/30/2017 submits an RRR on 10/25/2017.
• HH reports excess income.
• The case is discontinued effective 11/30/2017.
• On 11/17/2017, the family submits a new application with the same information.
• 11/2017 will pass. The Approval NOA will mention the 11/17/2017 application.
• 12/2017 will fail. Termination NOA will also mention the 11/17 application.

**Example 6**
• On 10/25/2016, a worker processes a MAGI Adult RRR that has been active since 01/01/2016.
• The applicant, Trish, is over-income. Discontinuance is set for 11/30/2017.
• On 11/17/2017, Trish submits a new application with a decrease in income, making her eligible.
• 11/2017 will pass, but the new NOA will reference the 11/17/2017 application.
• 12/2017 will now pass. No new NOA is needed.

**Example 7**
• Agnes is on LTC-NF since 01/01/2016.
• On 10/31/2017 she requests that her case be closed.
• The case is discontinued 11/30/2017 due to noticing.
• On 11/7/2016 Agnes files a new application with a change in income.
• She fails to provide verification of income.
• 11/2017 will still pass. NOAs will reference the 01/01/2016 application.
• 12/2017 will fail. The termination NOA will reference the 11/7/2016 application.
Example 8
- Ongoing MA case since 01/01/2017, MAGI adult.
- On 10/20/2017, the individual reports an increase in income.
- The case is discontinued 11/30/2017.
- On 11/15/2016, the individual re-applies and is approved for LTC effective 10/01/2017.
- 10/2017 will pass. The NOA will reference the 11/15/2017 application and med spans will update because LTC is a higher benefit category.
- 11/2017 will pass. No additional NOA is needed.

Example 9
- Ongoing MA case since 01/01/2017 MAGI adult.
- On 10/20/2017, the individual reports an increase in income.
- The case is discontinued 11/30/2017.
- On 11/15/2017, the individual re-applies reporting Medicare Part A eligibility.
- 11/2017 continues to pass based on 01/01/2017 application and noticing.
- 12/2017 passes for SLIMB. A second NOA referencing the 11/15/2017 is sent.

Example 10
- Ongoing MA case since 01/01/2017, MAGI adult.
- On 10/20/2017, the individual reports an increase in income.
- The case is discontinued 11/30/2017.
- On 11/15/2017, The individual re-applies reporting the same information.
- 11/2017 continues to pass.
- 12/2017 fails. NOA references the 11/15/2017 application.

Noticing
When re-applying, members will receive the following message:
‘Current HealthFirst Colorado/CHP+ members will continue to qualify for health benefits through the end of the month. The changes you report today will be used to determine eligibility for future months.

Subsequent approvals and denials will reference the new application’s date and the date the changes go into effect.
Project 10400 - CBMS CHP+ Other Health Insurance

Project Description

Currently, individuals who are enrolled in CHP+ and report they have other health insurance are continuing to be enrolled in CHP+ instead of being terminated. This project will allow CBMS to deny or terminate a CHP+ case when the applicant reports other health insurance.

Why the Change was Requested

When an individual reports during their initial application (intake) that they have other health insurance, CBMS will appropriately deny them for other health coverage. When an individual reports during their certification period that they have other health coverage, prior to this project, there was no way of denying them in CBMS. This project now allows for termination of CHP+ benefits when applicants report other health insurance.

User Impact

Medium

Will occasionally affect eligibility worker tasks

Training Modality

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

Project 10401 - CBMS MA Updating Denver Health Address

One of Colorado’s primary Medical Assistance sites, Denver Health, moved its location as of October 17, 2016. This project will update the address for Denver Health on several correspondence items related to CHP+ and Buy-In programs.

Training Modality

Release Notes Only (Program Areas and the SDC determined that training is not needed.)

Project 10402 - CBMS MA Pend at RRR

Project Description

This project will allow users to Pend a case at RRR for verifications not available through an electronic source.

Why the Change was Requested

Auto Reenrollment was not allowing CBMS users to pend for verifications needed in certain situations, including self-employment, unearned income not available through an interface, and Non-MAGI resources. This project will re-establish this capability.
**User Impact**

High

Users will need to develop business processes while MA RRRs are being worked.

**Training Modality**

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

**Changes**

1. CBMS will perform an MA verification check at RRR.
2. CBMS will check the **Date Verified** on non-interfaced income types and resources.
3. If the date verified has not been updated within 2 months, CBMS will add that item as a required verification with the RRR packet.

**3-step process**

1. RRR packet generation
   a. If an item is needed, the RRR will include text informing the member of the required verification.
2. On the 20\textsuperscript{th} of the month before the RRR due date, CBMS will generate a verification checklist for the required items.
   a. All members of a case with an outstanding verification will be pended for verification.
   b. This allows ~10+5+1 business days for receipt before step 3.
3. At auto reenrollment (15\textsuperscript{th} of the month the RRR is due.)
   If verification is not received, CBMS will deny the household. Reason ‘failure to provide verification’
   Individuals on a guaranteed program will remain active.
   Individuals failing for verifications on an active case (guaranteed individual), can return the verification to restart MA in the RRR month of the guaranteed individual.

**Example**

Household of four with a needy newborn have an RRR due 10/31/2017.

The RRR Packet is generated on 09/01/2017.

On 8/30/2017 CBMS will perform a check of the Date Verified for all income, (and resources if an individual is on a Non-MAGI program). If anything has not been verified in 07/2017 or 08/2017, Dynamic Text will be added to the RRR.
On 09/20/2017, CBMS will perform a second check.

If the items are still outstanding, CBMS will generate a VCL for the items in question.

On 10/15/2017 CBMS will perform a 3rd check prior to auto reenrollment. If the items are still outstanding, CBMS will initiate a closure for failure to provide verification.

On 10/30/2017, the household will be discontinued, with the exception of the Needy Newborn. (His eligibility will continue until the guaranteed period is up.) The guaranteed individual will also be discontinued if the verification are still outstanding at his/her RRR.

**Additional Notes**

A child will not roll to Continuous Eligibility if they are denied for failure to provide verification. This situation is most likely a child on a Non-MAGI program.

Reasonable Compatibility is unaffected.

*Med Spans can no longer start prior to an individual’s date of birth.*

**Updates to Medicaid Privacy Notice**

The privacy notice has been updated.
NOTICE OF PRIVACY PRACTICES

THIS NOTICE DESCRIBES HOW INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE READ IT CAREFULLY.

PERMITTED USES AND SHARING OF YOUR HEALTH INFORMATION:

Treatment: We will use and share your health information to ensure you are provided medical treatment and services. For example, the Department may share your health information with a doctor or hospital that is providing you health care. If you are part of the Department’s Accountable Care Collaborative (ACC), we will share your information with our Regional Care Collaborative Organizations (RCCOs) to attain the objectives of the ACC to improve clients’ health and reduce costs.

Payment: We will use and share your health information to pay for your medical treatment and services. For example, your doctor may send health information about you to the Department when billing the Department for your health care services.

Health Care Operations: We will use and share your health information for Department operations that are authorized by law. For example, the Department may share your health information with an outside contractor to coordinate your care, resolve disputes, or audit the compliance of our providers with regulations. We may also share your information with another state or federal agency to fulfill our mission of providing coordinated benefits to you.

Communications: We may use your health information to communicate with you about health care programs and health care choices.

Legal Requirements: We will share health information about you when required to do so by federal or state law.

To Avoid Harm: We may use or share your health information to prevent a serious threat to your health and safety or the health and safety of others such as in abuse, neglect, or domestic violence situations, or for law enforcement purposes.

Research: Under certain circumstances, we may share your health information for research purposes.

Public Health: We may share your health information with public health agencies to prevent or control the spread of diseases.

Health Oversight Activities: We may share your health information with a health oversight agency for activities authorized by law. These activities may include, for example, audits, investigations, and inspections.

Lawsuits and Disputes: We may share your health information in response to a valid judicial or administrative order.
Project 10403 - Non-MAGI Income Disregard Update

Project Description
This project implements changes to the $20 income disregard for Non-MAGI programs.

Why the Change was Requested
The change is due to Federal Policy clarifications regarding the $20 disregard. In instances when an individual has no unearned income or less than $20 unearned income, the unused portion of the disregard should be applied to earned income.

User Impact
Low
This change simply affects how CBMS calculates income for NON-MAGI programs. This is an automated feature.

Training Modality
Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

Changes
The previous $20 Unearned income disregard will become a general income disregard. The disregard will be applied to unearned income first, in order to maximize the earned income disregard benefit. When the general income disregard is applied to earned income, it will be utilized first before the earned income disregard is applied. This project will also make changes to the Wrap Up pages for MA programs.

Example 1
- Individual applies with $185 earned income
- $185 - $20 general disregard = $165
- Apply the earned income disregard
- $165 - $65 = $100
- $100/2 = $50 countable.

Example 2
- Individual applies with $15 unearned income and $100 earned income.
- First, apply the $20 general income disregard
- $15 unearned - $15 = $0
- $5 is left over from general income disregard
$100 earned

- $100 - $5 remaining general disregard = $95 (earned)
- Apply the Earned income disregard
- $95 - $65 = $30
- $30/2 = $15 countable.

**Wrap Up Changes**

Wrap Up will be changed to accommodate these calculations. The new fields are named **General Income Disregard** and **Excess General Income Disregard**.

**Other Notes**

- The general disregard will not be applied to:
  - Individuals with SSI income only
  - Exempt income
  - MAGI cases
  - Non-MAGI programs that do not use the standard disregard calculations (CBwD).
Project 10411 - CBMS MA Client Correspondence Enhancements - IEVS

Project Description
This project will be making updates to the IEVS Discrepancy Letter template, including State Relay language within the NOA template, in order to align with policy requests on how the client is notified when information is received from the Income Eligibility Verification System (IEVS)

Why the Change was Requested
When a client would receive an IEVS notice, they were only able to provide a response by submitting it back to their Eligibility Site directly or through mail correspondence.

User Impact
Medium
Will occasionally affect eligibility worker tasks

Training Modality
Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

Changes
This project will allow PEAK users to respond to IEVS letters through PEAK when they receive an alert that a discrepancy has been generated on their case. Additionally, the State Relay information has been updated on the NOA that customers receive, including information listed in the Language Assistance section of notices.

Project 10493 - CBMS PEAK Application Changes from CMS (HCPF Only)

Project Description
In order to align with requirements from the Center for Medicare/Medicaid Services (CMS), certain changes will be made to questions and responses customers may select when utilizing the PEAK application. Additionally, minor wording tweaks will be made in CBMS in order to align with CMS requirements.
Why the Change was Requested

Since the State of Colorado utilizes an alternative application (PEAK), federal regulations require approval from CMS in order to utilize the alternative application. To meet CMS requirements, certain wording choices were revised in both PEAK and in CBMS to satisfy these regulations. Many of these changes do not impact current requirements for verification, data entry, or how cases are treated. The webinar will highlight the changes made to both CBMS and PEAK.

User Impact

Medium

Some of the modifications in this project may impact data entry for users when addressing Non-Citizens, Annualized income, or Resources.

Training Modality

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

Project 10672 - C4HCO Income Calculation Enhancements

Project Description

This project aims to reduce the number of cases bouncing between Medicaid and the Marketplace due to income calculation errors and differences in the way each program assesses income.

Why the Change was Requested

Marketplace programs only accept self-attestation. They even ignore IEVS reports. Cases that are denied due to an IEVS discrepancy are currently being sent to the Marketplace and then re-placed on Medicaid based on Self-attestation.

Additionally, self-employment expenses are continuing to deduct from an individual’s gross income, even after self-employment has ended. Cases are being returned to Medicaid eligibility due to this discrepancy.

This project addresses these issues to reduce the number of cases being returned to Medicaid incorrectly.

User Impact

Medium

Will occasionally affect eligibility worker tasks
Training Modality

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

Changes

1. CBMS will remind users end-dating a self-employment income record to check the Annualized Income Summary page for accuracy.
2. CBMS will remind users end-dating Self-Employment Expense to check the APTC Expense Summary for accuracy.
3. PEAK users will receive similar reminders when updating their records.
4. When an applicant is denied or terminated from Medical Assistance due to an interfaced income record, they will not be placed back on Medical Assistance if the APTC self-attestation is less than 100% FPL.

Reminder Pop-ups

When end-dating self-employment income:
When end-dating self-employment expenses:

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**Project 10738 - CBMS MA 1094B Updates**

**Project Description**

This project will make updates to the 1094B schema and 1094B business rules to align with TY2016 changes.

**Training Modality**

Release Notes Only (Program Areas and the SDC determined that training is not needed.)
CCUG/County IPT Projects

Project 10372 - CBMS Discrepancy Research Page

Project Description

This project will provide CBMS users with system-automated results to help research the cause of Food and Cash Assistance discrepancies, and will allow users a more direct way to review discrepancies.

Why the Change was Requested

Users often do not research discrepancies because it is too time consuming.

The purpose of this project is to reduce the time users need to research a discrepancy created while processing a change or completing an RRR.

User Impact

Medium

Will occasionally affect eligibility worker tasks

Training Modality

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar)

CBMS Changes

A new Discrepancy Research page will display in Wrap Up if there is a discrepancy that changes the benefit amount by $1.00 or more up or down for Colorado Works, Adult Financial, and Food Assistance. This page will assist users to determine the cause of the over or underpayments.
• **Payment Month** - The *Payment Month* field will display the months that have a discrepancy between the last authorized EDBC run and the current EDBC run.
  - There will be three tabs, one for each HLPG.
    - Only the program(s) with a discrepancy will have a tab displaying.
  - There will be two columns:
    - **Current EDBC Run** - The current EDBC that the user is running at the time that the discrepancy displays, and the allowable deductions for the run.
    - **Last EDBC Run** - The last EDBC run that was authorized and the allowable deductions determined at that time.
  - There are different sections on each tab.
    - Each section will show the result of the related field and the result will be a link with the exception of the *Cash Benefit Amount* field. The user will be able to click on the result link and will be taken to the Interactive Interview page where the result was pulled from.
  - With all of these available links, the user will be able to review the parent and child pages, History if needed, and then return to Wrap Up and continue processing the case or re-run EDBC if updates are made.
  - Users will be able to view the discrepancies for each Payment Month affected by the current EDBC run. If there is a month in the EDBC run with a discrepancy, the month will display in the *Payment Month* drop down selection.

Example: EDBC run is for November, December, and January. The only month with a discrepancy was November, so the only month available in the Payment Month drop down is November.
Food Assistance Tab

There are four sections on the **Food Assistance** tab.

- Household Composition
- Income
- Expense
- Resource

**Household Composition**

If a discrepancy is caused by Household Composition, the difference from the **Current EDBC Run** and the **Last EDBC Run** that was authorized will display for the **Payment Month**(s) with a discrepancy. The **Household Size** would display the difference. Click on the link and the Case Individual page will display so you can view the results of the discrepancy.
**Income**

If the discrepancy is caused by income, the Income section shows these three fields. If the blue link is selected, the associated page will display. The Cash Benefit Amount will never be a link. You can view the amounts in Wrap Up by Payment Month or Benefit Issued for the Cash Assistance programs.

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<tr>
<td>Cash Benefit Amount</td>
<td>Cash Benefit Amount from the last authorized EDBC run and the current authorized EDBC run</td>
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**Expense**

If the discrepancy is caused by expenses, select the blue link next to the associated field in either column to research the associated page.

**Food Assistance Expense Example**

The household reported that they are now paying for heating and cooling. Based on data entry and per rule, we’ll say this will increase benefits beginning February. February and March benefits have already been paid.

When EDBC is run, a discrepancy is created for February and March.

Because there is a difference in benefit amounts, the Discrepancy Research page will display in Wrap Up with the Food Assistance tab displaying.

The months of February and March will display in the drop down for the Payment Month field.

In the first column (Current EDBC Run) Total Utility Cost will display as the Heating/Cooling Utility Allowance (HCUA) in the Expense section.

The second column (Last EDBC Run) shows the Last EDBC Run authorized and the Total Utility Cost in the Expense section was a Telephone Allowance at that time.

You will be able to see the discrepancy between the two columns by clicking on the Total Utility Cost amount (blue link) in either column and be taken to the Shelter Expense page to view the history.
### Discrepancy Research

<table>
<thead>
<tr>
<th>Field</th>
<th>Associated Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Housing Cost: <strong>$499.00</strong></td>
<td>Shelter Expense</td>
</tr>
<tr>
<td>Total Utility Cost: <strong>$459.00</strong></td>
<td>Shelter Expense</td>
</tr>
<tr>
<td>Dependent Care: <strong>$0.00</strong></td>
<td>Expense Details</td>
</tr>
<tr>
<td>Homeless Shelter Disregard: <strong>$0.00</strong></td>
<td>Shelter Expense (if not found there, check the Individual Demographics page (Homeless field)</td>
</tr>
<tr>
<td>Court Ordered Child Support: <strong>$0.00</strong></td>
<td>Expense Detail</td>
</tr>
<tr>
<td>Medical Disregard: <strong>$0.00</strong></td>
<td>Expense Details</td>
</tr>
</tbody>
</table>

**Resource**

The **Resource** section will display the **Resource Test Result** of PASS or FAIL for the **Payment Month** selected. If the link is selected, the Resource Summary page will display.

<table>
<thead>
<tr>
<th>Resource</th>
<th>Resource Test Result: <strong>PASS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Colorado Works Tab**

There are two sections on the **Colorado Works** tab.

- Household Composition
- Income
Household Composition

If a discrepancy is caused by Household Composition, the difference from the Last EDBC Run that was authorized and the Current EDBC Run will display for the Payment Month(s) with a discrepancy.

**Colorado Works Example:**

Household reports on February 5th that one of the children moved out on January 3rd and is now living with their grandparents in another state. On Feb 20th the county receives a notice from the other State that the grandparents applied for TANF for the child on Jan 10th.

The information is entered into CBMS on Feb 20th and EDBC is run and the Discrepancy Research page displays in Wrap Up with the Colorado Works tab displaying. The Payment Month of March will have a discrepancy in the Household Composition. The Current EDBC Run will display 2 in the Household Composition section and the Last EDBC Run will display 3. You can select the 2 or 3 and the Case individual page will display so you can research the discrepancy.
Income

If the discrepancy is caused by income, the Income section shows these two fields and if the blue link is selected, the associated page will display for your review.

<table>
<thead>
<tr>
<th>Income Field</th>
<th>Associated Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Earned Income Total: $0.00</td>
<td>Employment History</td>
</tr>
<tr>
<td>Unearned Income: $0.00</td>
<td>Income Details</td>
</tr>
<tr>
<td>Gross Earned Income Total: $0.00</td>
<td></td>
</tr>
<tr>
<td>Unearned Income: $200.00</td>
<td></td>
</tr>
</tbody>
</table>

Adult Financial Tab

There are three sections on the Adult Financial tab.

- Household Composition
- Income
- Resource
Household Composition

If a discrepancy is caused by Household Composition, the difference from the Last EDBC Run that was authorized and the Current EDBC Run will display for the Payment Month(s) with a discrepancy during the EDBC run months.

Income

If the discrepancy is caused by income, the Income section shows these two fields and if the blue link is selected, the associated page will display for your review.

Adult Financial Example:
An Old Age Pension/Food Assistance household reports a receipt of an inheritance in January from the deceased spouse’s life insurance policy. Benefits have already been issued for January and February. EDBC is run in February and the Discrepancy Research page displays in Wrap Up with the Adult Financial tab displaying.
A discrepancy is generated for the month of February in the **Unearned Income** field. The month of February will display in the drop down for the **Payment Month**. The first column will display information in the fields from the **Current EDBC Run** showing the **Unearned Income** amount from the inheritance.

The second column shows the **Last EDBC Run** that was authorized prior to the reported change.

The **Food Assistance** tab does not display because there is not a discrepancy due to Simplified Reporting.

---

**Income Field** | **Associated Page**
---|---
Gross Earned Income Total | Employment History
Unearned Income | Income Details

**Resources**

The **Resource** Section will display the **Resource Test Result** of PASS or FAIL for the **Payment Month** selected.

Note: It is possible that the **Resource Test Result** field will display FAIL even if the reason for failure is not Resources (i.e. Missed Recertification or other non-financial case failure). If the **Resource Test Result** field displays FAIL but the household is not found to be over resource limits, the reason for failure is not Resources.
Project 10382 CBMS Add Consolidated Interface Pages

**Project Description**

This project will provide users one location to access manual interfaces, eliminating the need to navigate to multiple areas to gather required individual and case information. The single location will not eliminate the ability to navigate to multiple areas; instead, it will be another option for accessing the same data.

**Why the Change was Requested**

The purpose of this project was to reduce the time users spend on interface requests and research, as well as to reduce errors caused when these interfaces are not researched.

**User Impact**

Medium

Will occasionally affect eligibility worker tasks

**Training Modality**

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)
CBMS Changes

A new Interfaces Summary page will be added to the left navigation panel in the Interface sub category of the Follow Up Activities category.

This page will also appear in the Interactive Interview page queue before the Case Wrap Up page.
When a member of the household is requesting assistance and In Home field = Yes the Interfaces Summary page will display the member(s) of the household in the Individual column. The High Level Program(s) that they are requesting will be in parenthesis after their name. The remainder columns will show the different available interfaces.

Note: Notice the note in parenthesis in the Summary section header that reminds the user that not all of the Interfaces that need to be checked are listed here. There may be additional items that need to be checked within CBMS or outside of CBMS to assure accurate case processing.

Below is a list of the manual and automatic interfaces on the Interfaces Summary page.

Users will have access only to the links or to trigger the interfaces they currently have access to; they will have read-only for interfaces they do not currently have access to.

<table>
<thead>
<tr>
<th>Manual Interfaces</th>
<th>Automatic Interfaces</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOLQ-I/SCHIP-I</td>
<td>IEVS BENDEX, CDLE, UIB, SDX</td>
</tr>
<tr>
<td>SVES</td>
<td>eDRS (DRS/IVP)</td>
</tr>
<tr>
<td>DMV Identity</td>
<td>PARIS</td>
</tr>
<tr>
<td>Verify Lawful Presence</td>
<td>New Hire (NDNH)</td>
</tr>
<tr>
<td>SSA Composite (Incarceration only)</td>
<td></td>
</tr>
</tbody>
</table>

The Yes/No checkbox will be disabled for automated interfaces.

Manual Interfaces will have an enabled Yes/No checkbox to indicate whether an interface has run. If ‘Yes’ is displayed users will be able to select the Yes link and go to the associated page.

The user can update the associated page with a Disposition and run EDBC and return to the Interfaces Summary page and the ‘Yes’ will then be a ‘No’.
Here is a list of the associated pages when a Yes link is selected. The eDRS will never have a link. If ‘Yes’, you would need to go to the Individual Detail page to view the results.

<table>
<thead>
<tr>
<th>Interface</th>
<th>CBMS Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>IEVS BENDEX</td>
<td>Search IEVS Discrepancy Reports</td>
</tr>
<tr>
<td>IEVS CDLE</td>
<td>Search IEVS Discrepancy Reports</td>
</tr>
<tr>
<td>IEVS UIB</td>
<td>Search IEVS Discrepancy Reports</td>
</tr>
<tr>
<td>IEVS SDX</td>
<td>Search IEVS Discrepancy Reports</td>
</tr>
<tr>
<td>eDRS (DRS/IPv)</td>
<td>No link. Use the View DRS/IPv Individual Detail page to view results.</td>
</tr>
<tr>
<td>PARIS</td>
<td>Search PARIS Data</td>
</tr>
<tr>
<td>SOLQ-I/SCHIP-I</td>
<td>Individual Demographics</td>
</tr>
<tr>
<td>SVES</td>
<td>Search SVES Data</td>
</tr>
<tr>
<td>New Hire (NDNH)</td>
<td>Search NDNH Data</td>
</tr>
<tr>
<td>DMV Identity</td>
<td>Identification Details</td>
</tr>
<tr>
<td>Verify Lawful Presence</td>
<td>Verify Lawful Presence</td>
</tr>
<tr>
<td>SSA Composite</td>
<td>Verify SSA Incarceration</td>
</tr>
</tbody>
</table>

If the interface returns with no data available, the column will display a ‘No’. If ‘No’ is displayed, the user can click the checkbox next to the ‘No’ and click on the Interface Run button for all selected manual interfaces to run.

If there is no response due to an error, an ‘E’ will display in the interface column until data is either available or not. This situation would be rare and is caused by a service being down, an interface timed out or a busy server because of traffic. You can try to run the interface again, by selecting the checkbox and the Interface Run button.
CBMS Projects

Project 9815 - CBMS ADF Integration

**Project Description**

This project will establish a connection between CBMS and new print software - Automated Document Factory (ADF) - that our print vendor, IDS, will be installing. ADF will reduce the time necessary to create batch print files, and will improve tracking and reporting of CBMS client correspondences. While IDS will be responsible for installing and configuring ADF on their machines, this project establishes a connection between ADF and CBMS to allow CBMS access to correspondence tracking data that will provide county users with more information about the status of specific correspondences.

**Training Modality**

Release Notes

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Project 10062 - CBMS Medicaid RRR Conversion - GNU Cobol to Corticon Rules

**Project Description**

Currently, the RRR Determination piece for Medicaid is written and managed within GNU Cobol. The CDHS counterpart for RRR is already available and consumed as a Corticon decision service. This conversion will be a part of a larger migration effort to tie in the business related rules under the same Corticon decision platform.

**Training Modality**

Release Notes
Project 10335 - CBMS Convert Tax Intercept Over Collection File to Cognos Reports

**Project Description**

This project will convert the State and Federal tax intercept over-collection file to two Cognos reports in order to enable the Program Area review and approval of the over-collections in order to generate State warrants.

**Training Modality**

Release Notes

Project 10509 - CBMS CC Statistical Reporting Dashboard

**Project Description**

This project will complete the development of a 'dashboard' to allow users to perform a comparative analysis for client correspondence tracking data. The dashboard will include not only the USPS tracking information, but also information about the nightly correspondence batch file interface and print results.

**Training Modality**

Release Notes

EBD Projects

Project 10373 - Med-9 Form Update

**Project Description**

This project will ensure that the most up to date Med-9 form is sent from CBMS to customers with each RRR. It will also prevent users from saving the Medical Conditions Summary with a Qualifying Disability and an RFCSM score.

**Why the Change was Requested:**

The Med-9 sent from CBMS was not the most current version and did not include all of the information in Section 2 that was on the printed forms.

**Impact:**

Low

**Training Modality**

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)
Changes to the Med-9

Section 1 of the Med-9 will be pre-populated with the customer’s demographic information; name, address, DOB and CBMS #. The customer’s SSN will no longer be on the Med-9. The CBMS Case # will replace the SSN.

Additionally, the fields circled in Red have been renamed to simply the form:

<table>
<thead>
<tr>
<th>Name (Last, First, Middle)</th>
<th>CBMS Case Number</th>
<th>Date of Birth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Client, Example X</td>
<td>1BXXXX</td>
<td>01/01/1931</td>
</tr>
<tr>
<td>Address</td>
<td>City, State, Zip Code</td>
<td>Client Telephone Number</td>
</tr>
<tr>
<td>123 Any St</td>
<td>Anytown, CO 80500</td>
<td>303-xxx-xxxx</td>
</tr>
<tr>
<td>County Contact</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Caseworker, Superstar</td>
<td></td>
<td>Any county</td>
</tr>
<tr>
<td>County Telephone Number</td>
<td></td>
<td>303-XXX-XXXX</td>
</tr>
</tbody>
</table>
New checkboxes have been added to Section 2 to make the Med-9 sent from CBMS match the printed versions of the Med-9 form.

Users will also notice if they try to save the Medical Conditions screen with a Qualifying Disability and a RFCSM Score, they will receive the following error message:

99916: A Qualifying Disability and RFCSM Score are both entered; only one is allowed

Users will need to remove one of the two before they will be able to save the record.
Project 10406 - AF/CW Claims ‘Researched: Not Recovered’

Option and Logic

**Project Description**

This project aims to improve the claims research process for county users and also to improve noticing to CW and AF recipients.
**Why the Change was Requested**

Currently there are not enough research statuses available for CW and AF claims when documenting the outcome of claim research. Notices to customers are also incomplete, which can result in customer calls to the county.

**User Impact**

Medium

**Training Modality**

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

**Resolves**

Users can now quickly resolve AF and CW claims that should not be collected.

**CBMS Page Changes**

*Display Claim Recovery Detail - Claim Status tab*

1. A new value ‘Researched: Not Recovered’ has been added as a valid value to the Research Status field on the Claim Status tab. This value will be selectable only for Adult Financial and Colorado Works records.

2. When the user selects ‘Researched: Not Recovered’ and saves the record, a pop-up message will be displayed with the following text:

   "This action will cause the claim to be adjusted downward to zero. Do you wish to continue (Y/N)?"

   If the user selects Yes the record will be saved.

   If the user selects No they will be returned to the page to make changes.

3. When the value ‘Researched: Not Recovered’ is selected, the claim will be adjusted down to $0 and the Research Comment field will be automatically completed with the following message:

   Claim #123456 researched and not recovered. The liable individual is without fault in the creation of the overpayment, and has reported any increase in income or change in resources or other circumstances affecting eligibility within the timely reporting requirements for the program, and such recovery would deprive the person of income required for ordinary and necessary living expenses or would be against equity and good conscience.
Display Claim Recovery Detail - Liable Individual/Party tab

CBMS will add the spouse as a liable party on all Adult Financial Claims, like it currently does for Colorado Works claims. Users will still have the ability to add liable individuals when necessary.
Display Claim Recovery Detail - Claim Recovery tab

When the user selects ‘Researched: Not Recovered’ and saves the record, CBMS will revise the claim down to $0. The Claim Recovery tab will display ‘Revision’ in the Recovery Reason field and ‘Not Recovered’ in Recovery Reason field.

Display Claim Summary by Case

After the user saves the Claim Status page, CBMS will update the Display Claim Summary by Case page. The following changes will be made:

<table>
<thead>
<tr>
<th>Column</th>
<th>Current Value</th>
<th>After saving changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Status</td>
<td>Open</td>
<td>Closed</td>
</tr>
<tr>
<td>Research Status</td>
<td>Not Researched</td>
<td>Researched: Not Recovered</td>
</tr>
<tr>
<td>Claim</td>
<td>Current balance</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

Changes to Client Correspondence

There will be a few minor changes to Client Correspondence:

1. There are some minor changes to the wording on the client correspondence for Adult Financial and Colorado Works claims notices.
2. The rule cites will be added to the AF Overpayment Initial Form, AF Overpayment Revised Form, CW Overpayment Initial Form, and CW Overpayment Revised Form based on the original Denial/Termination/Reduction NOA Reason code.

3. The begin date of sanctions will appear on Colorado Works Sanction NOA’s, along with the address of the “Office of Administrative Courts.”

Project 10423 - ACP Address Updates

Project Description

This project continues efforts to support the security and needs of participants in the ACP.

Why the Change was Requested

There have been previous builds to increase security around ACP cases. There continue to be areas where security can be improved. Participants in the ACP will now be able to apply for benefits through PEAK.

User Impact

Low

Will not strongly impact users without ACP case access.

Training Modality

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)
CBMS Page Changes

PEAK Inbox

There were several changes made to the PEAK inbox to ensure safety and confidentiality for ACP participants. First, a new flag was created to identify the PEAK document as being associated to an ACP case. The ACP flag will help alert the PEAK inbox workers to notify the county ACP case workers that there is a PEAK document needing work. The second change was to hide the identifying data for the PEAK document when the flag for ACP is ‘Yes’. The final change was to add security to this page so that only those users with ACP access can view the PEAK document. Users without ACP access will still be able to access any PEAK document where the ACP flag is set to ‘No’.

Search on Case Information & Search Printed Client Correspondence

Users without ACP access will no longer be able to view the Case Information or Client Correspondence pages for any case that is identified as ACP. Users will receive an error message when trying to access those pages. For the Client Correspondence page, all CBMS users will be able to see Medicaid-specific Client Correspondence that is related to the 1095B and any buy-in programs.
Project 10467 - Adult Financial Burial Program Determination Fix

**Project Description**

Currently, burial amounts are not aligned with the Adult Financial (AF) rules and customers in certain aid codes are not receiving the correct burial assistance benefit.

**Why the Change was Requested**

This project will ensure that clients who are deceased and in certain aid codes at the time of death will receive the correct burial assistance benefit. This project will also ensure that customers who are not eligible for Burial Assistance, based on the category of assistance they were on or eligible for prior to the date of death, will not incorrectly be approved for assistance.

**User Impact**

Low

**Training Modality**

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

**Resolves**

This project will ensure that individuals are given the correct amount of funding for Burial Assistance based on the program they were approved for at the time of death.

**Scenarios**

Customers will be approved for a benefit of up to $1500 or $1000 depending on the category of aid they were receiving at the time of death.

This project is not changing eligibility for the Burial Assistance Program. All income and resources must still be considered. This project is only aligning the maximum payment amount with the program.

**Burial Benefits for Clients who are Receiving a MAGI Aid Code:**

<table>
<thead>
<tr>
<th>Eligible for up to $1500 Burial Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAGI Adult</td>
</tr>
<tr>
<td>Psych 21</td>
</tr>
<tr>
<td>4 Month Extended</td>
</tr>
<tr>
<td>MAGI Children</td>
</tr>
<tr>
<td>Eligible Needy Newborn</td>
</tr>
<tr>
<td>Legal Immigrant Prenatal</td>
</tr>
<tr>
<td>MAGI Pregnant</td>
</tr>
<tr>
<td>Transitional Medicaid</td>
</tr>
<tr>
<td>MAGI Parent/Caretaker</td>
</tr>
<tr>
<td>Buy-In CBwD</td>
</tr>
</tbody>
</table>
Burial Benefits for Clients who are 60 Years of Age or Older and Receiving a Non-MAGI Aid Code:

<table>
<thead>
<tr>
<th>Eligible for up to $1500 Burial Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCCP</td>
</tr>
<tr>
<td>Buy-in WAwD</td>
</tr>
<tr>
<td>DAC</td>
</tr>
<tr>
<td>Former Foster Care</td>
</tr>
<tr>
<td>NF/Hospital 300% Institutionalized</td>
</tr>
</tbody>
</table>

Burial Benefits for Clients who are Under the Age of 60 and Receiving a Non-MAGI Aid Code:

<table>
<thead>
<tr>
<th>Eligible for up to $1000 Burial Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCCP</td>
</tr>
<tr>
<td>Buy-in WAwD</td>
</tr>
<tr>
<td>DAC</td>
</tr>
<tr>
<td>Former Foster Care</td>
</tr>
<tr>
<td>HCBS (all)</td>
</tr>
<tr>
<td>OAP Med A &amp; B</td>
</tr>
</tbody>
</table>

Burial Benefits for Clients who are Receiving AND/AB and no Medical Assistance Program:

<table>
<thead>
<tr>
<th>Eligible for up to $1000 Burial Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>AND SSI/CS</td>
</tr>
<tr>
<td>AND SSI/CS Grandfathered</td>
</tr>
<tr>
<td>State AND HCA</td>
</tr>
<tr>
<td>AB SSI/CS Grandfathered</td>
</tr>
<tr>
<td>AND SSI/CS PNA</td>
</tr>
</tbody>
</table>
Project 10610 - PEAK Notifications

Project Description

The current design of notifying CBMS users of a document uploaded into EDMS from a client is cumbersome and can result in EDMS documents not being processed timely. This project will simplify the way a user is notified when a document is uploaded to EDMS. It will also modify the EDMS indicator in CBMS.

This project will also create a way to display, for any worker assigned to a case, the total number of documents for that case that are awaiting a worker’s review. A new screen will also be created to update the Document Type and Proof Type. This will be added to the EDMS Menu on the CBMS Home Screen and will be called Update Document. It will allow for CBMS users to update the type of document from the type the customer originally submitted it as. Upon save, EDMS will re-index the document.

Why the Change was Requested

This change was requested to simplify the way a user is notified when a document is uploaded to EDMS. It was also requested to help improve the display of the EDMS indicator in CBMS. The EDMS indicator will now show the total number of documents for that case that are awaiting a worker’s review.

User Impact

Medium

Workers will notice the updated indicator. Colorado Works case managers will be impacted by receiving an email whenever their customers provide a document through EDMS.

Training Modality

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)
Security Information

[Image of a CBMS security information screen with highlighted options for opting in to receive an email and an email ID field.]
Update Documents
EDMS Updated Icon

Project 10698 - Update Adult Financial Denial Hierarchy

**Project Description**

This project will move the AF Individual Compliance reasons up in the hierarchy that is applied when determining if the program should be denied or pended. Additionally, unused Individual Compliance reasons will be removed and logic will be tied to new reasons.
Why the Change was Requested

Adult Financial previously did not utilize the Individual Compliance page when denying cases. This situation has resulted in those reasons being lower in the hierarchy that is used when determining when the program should be denied or pended.

Training Modality

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

Resolves

Currently, CBMS workers may need to complete extra data entry to get the correct denial reason. Also, they may get the incorrect denial reason.

Adult Financial Individual Compliance

The following Individual Compliance reasons have been moved up in the hierarchy. The first eligibility check is if the customer has applied for Adult Financial; the second is if the customer has signed the application. If both of those are answered true, CBMS will then move to the Individual Compliance reasons when determining eligibility.

- AF- Failed to Sign Req Doc
- AF- Failed to Attend Drug Treatment
- AF- Refused to apply for Colorado Works
- AF- Missed Interview CW- Failed to pursue other sources of income
- AF- Failed to pursue other sources of income

Updated CW and AF Individual Compliance Reasons

The following Individual Compliance reasons have been updated to have logic attached and noticing added:

- CW- Failed to pursue other sources of income
- AF- Failed to pursue other sources of income

Removed AF Individual Compliance Reasons

The following Individual Compliance reasons were removed for Adult Financial:

- AF- Failed to sign agreement not to sponsor
- AF- Failed to Coop w/ SSI Adv
Project 10700 - Update CW Payable Work Activities

Project Description

This project will move the payable work activities indicator from the EDBC rule sheet to a Reference Table. The table will also be updated to reflect the current list of activities that are considered payable.

Why the Change was Requested

Currently, it is difficult to make updates to CW work activity types and change if they are considered payable or not because they are hard coded in the EDBC rule sheet. This situation results in EBD needing to on-board a CBMS project for any changes. Moving the indicator and the list of activities to a Reference Table will make updates easier. Additionally, certain work activities needed to be considered payable in order for the logic in Project 10135 to work correctly.

User Impact

Low

This project will affect Colorado Works eligibility and case management workers. All of the coding for activities being considered payable is behind the scenes and there are no changes to how a worker adds activities.

Training Modality

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

Colorado Works Activities

The following are the changes made with this project:

Activity Name Changed:
CM - Change Management is now CM - Case Management

Activity Considered Payable:
CM - Case Management
DE - Demonstrable Evidence
OR - Orientation
SA - Sanction Requested
SS - Serving Sanction
TR - Transportation

Activity No Longer Considered Payable:
OA - Excess Other Hours
PS - Post Secondary Education

Activity No Longer Available:
Vocational Rehab
WIA

Project 10725 - Correct Work Participation Status Rate

**Project Description**

This project will correct how the work participation status rate is calculated. Currently CBMS is using the raw work activity hours when determining if a Colorado Works (CW) recipient has met the Work Participation Rate (WPR). This project will modify how the rate is calculated so that it takes the number of hours that are reported in Elements 50-62 and summing those to determine if the customer met WPR.

**Why the Change was Requested**

The current Work Participation status rate is being calculated incorrectly, which can negatively impact our WPR.

**User Impact**

None: The rate is calculated behind the scenes

**Training Modality**

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)

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Project 10767 - Modifications to Child Support Pass Through Requirements

**Project Description**

This project will modify the file layout that is sent from CBMS to ACSES and also push the Begin Date of the pass through functionality to April 2017.

**Why the Change was Requested**

**Training Modality**

Webinar (Training will be provided in a live webinar. The webinar will be recorded and available on TrainColorado.com within 3 working days of the webinar.)
Food Assistance Projects

Project 10393- FA Denials for Missing Sponsor Verification

Project Description
SNAP rules state that when a sponsored non-citizen is unable to provide verification of his/her sponsor’s income or other relevant information, eligibility for the remaining SNAP household members shall be determined. Current CBMS functionality does not allow the sponsored non-citizen to be denied on an individual level when he/she fails to provide required sponsor information. System updates are needed so that the remaining household members who are eligible to receive assistance may be provided the opportunity to participate in the program.

Why the Change was Requested
Only the sponsored non-citizen who has not provided verification of sponsor information will be denied or terminated. All other household members eligible to receive assistance shall do so.

User Impact
Medium
Will occasionally affect eligibility worker tasks

Training Modality
SNAP will provide webinar for training of March build FA projects.

Scenarios

Scenario 1:
HH comp: Husband and Wife and 1C. Wife is sponsored.
Sponsor’s income has NOT been verified. Husband also has income that has not been verified.
VCL is created for the Sponsor’s income verification and Husband’s income verification. Both items have the same due date of 1/15/2017.

Expected outcome: (Verification was not returned.) Once the due date is passed, the entire case will deny due to the Husband’s missing verification as it is treated as a case level verification.

Scenario 2:
HH comp: Husband and Wife and 1C. Wife is sponsored.
Sponsor’s income has NOT been verified. Husband also has income that has not been verified.
VCL is created for the Sponsor’s income verification with a due date of 1/15/2017 and Husband’s income verification is created with a due date of 1/18/2017 (assumption is that one item was created prior to the other.)

**Expected outcome:** (Verification was not returned.) Once the due date is passed for the Sponsor’s verification, we would continue pending the case due to the case level verification which is the Husband’s income verification.

And even if the Sponsor verification had been returned, we would continue to pend the case due to Husband’s verification.

If Husband’s verification was returned timely, once the due date for Sponsor’s verification was up, we would only fail the Wife and continue processing for the remainder of the household.

**Project 10675- FA Shelter Cap and 6-Month Certification Period Criteria**

**Project Description**

This project will make changes to the eligibility rules within CBMS to ensure that an individual who is receiving certain Adult Financial Aid Codes is not considered disabled for Food Assistance. These individuals are not eligible for a 24-month certification period and are not eligible to have the shelter cap lifted.

**Why the Change was Requested**

Food Assistance does not consider an individual who is receiving State AND, State AND HCA or State AND PNA as disabled. The receipt of one of these aid codes does not qualify an individual for a 24-month certification or to have the shelter cap lifted.

**User Impact**

Low

Will not affect users

**Training Modality**

SNAP will provide webinar for training of March build FA projects.

**Project 10676- Cash Grant from Companion Cases Applied to FA Project Description:**

Currently, if Food Assistance (FA) and either Adult Financial (AF) or Colorado Works (CW) are on the same case, the cash grant is correctly applied to the FA program. However, if there is an additional cash grant on a separate case from the combined CW/FA case, then the cash grant is not being applied. This project will ensure that all applicable cash grant amounts are being used and displayed in the Food Assistance eligibility determination, even if the cash program is on a separate case.
Why the Change was Requested

A cash grant must be applied to the FA program regardless of whether the Colorado Works is on the same case as the Food Assistance or if they are on separate cases.

User Impact

Low

Will not affect users

Training Modality

SNAP will provide webinar for training of March build FA projects.

Scenarios

<table>
<thead>
<tr>
<th>Example 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>The following two cases in CBMS are companion cases. The household composition on each case is different.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CBMS Cases</th>
<th>Food Assistance HH Composition</th>
<th>Colorado Works HH Composition</th>
<th>Cash Benefit Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Case 1B1234</td>
<td>Mom, Daughter, Nephew</td>
<td>Mom and Daughter</td>
<td>$250</td>
</tr>
<tr>
<td>Case 1B6789</td>
<td>N/A</td>
<td>Nephew</td>
<td>$100</td>
</tr>
</tbody>
</table>

Results

When eligibility runs on Case 1B1234, the countable Cash Benefit Amount is $350.

Project 10677- FA Ineligible Non-Citizen Students Income Considered

Project Description:

Currently, CBMS will not count income for an ineligible student who is also a non-citizen. Per policy rule, CBMS should be looking at the citizenship status first to determine whether or not to prorate income, and then evaluate the student eligibility. Ineligible non-citizens who are students need to have their income prorated and counted against the household when determining benefits. Updates will be made to determine eligibility first for citizenship to correctly determine income on a case that has non-citizen who is also an ineligible student.

Why the Change was Requested

Per policy, CBMS must look at the citizenship status first to determine whether or not to prorate income, and then evaluate the student eligibility.

User Impact

Low
Will not affect users

**Training Modality**

SNAP will provide webinar for training of March build FA projects.

**Project 10688- TFA CW Sanctions**

**Project Description:**

When a CW case fails for over income and there is a first or second level WFD sanction, the FA case is eligible to roll to TFA. If the CW case has a 3rd level WFD sanction and is over income, the FA case should not roll to TFA.

**Why the Change was Requested**

The Workforce Development sanction requirement in project 8057-Transitional Food Assistance was written to cover all levels of WFD sanctions when in fact it should apply only to 3rd level WFD sanctions.

**User Impact**

Low

Will not affect users

**Training Modality**

SNAP will provide webinar for training of March build FA projects.

**Resolve**

Users can now quickly identify active household members on a case.

**Scenarios**

Ongoing CW and FA household with 1 Adult and 2 Children. Adult will have a 1st level WFD sanction reducing the Colorado Works grant by 25% for the pay month of 01/2017. On 12/15/2016 client reports that they started a new job and exceeded the income limits for Colorado Works in 11/2016.

- Colorado Works case fails 01/2017 for exceeding income limits. Case meets all other Eligibility criteria to transition to TFA in January 2017.

Ongoing CW and FA household with 2 Adults and 2 Children. On 12/15/2016, a 3rd level WFD sanction is entered and authorized for 01/2017 - 03/2017. Later that day, client reports that they started a new job and exceeded the income limits for Colorado Works in 11/2016. Worker rescinds CW case and enters income (no change is made to the WFD sanction).

- Colorado Works case failed 01/2017 for a 3rd level sanction. When worker rescinds and enters income, the case is still not eligible for TFA.
OIT Projects

Project 10631 - FSQA Sampling Modernization

Project Description
This project will move the FS/QA/QC Sampling reports from the Network N02 server to Cognos QAQC folder. These are the last files that CBMS will place on the server for use by program areas or supporting agencies. This move will free up the network server for other uses.

This project removes the FS QA Sampling reports from a server distribution to a Cognos report folder. The reports are only available to FS QA/QC State staff.

Training Modality

Release Notes

Project 10641 - PARIS Interface Updates

Project Description
This project will update the PARIS Interface to include an online PARIS Contacts update function. This project will allow County Security Staff to update the PARIS County Contacts reducing the need for CBMS RT updates. An email notification of the PARIS Request file is now required by the federal Department for Children and Families. CBMS will include email notification of the receipt of the PARIS Response files to meet system standard practice.

This project will move the PARIS Interface county contacts from the RT_CNTY table to the Office Profile page in the CBMS Security pages. The PARIS county contacts are required entry on Offices that are entered as the Main Office for the County.

The CBMS PARIS Interface will select the county contacts from the Office Project table when transmitting the PARIS Interface request file. At the time a PARIS Request file is transmitted, CBMS will automatically send an email notification to the ACF federal contact that the Colorado Request file has been sent. This is a federal mandate.

Training Modality

Release Notes

Project 10793 - PEAKHealth Mobile App Logo Update

Project Description
The PEAKHealth logo on the mobile app will be updated to contain the registered trademark symbol “®”.

Training Modality

Release Notes