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# CBMS Build Guide

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**COLORADO**

**Health Care & Economic Security  
Staff Development Center**

## Project 13095: MA Vital Stats/BIDM DOD

### Project Description

Currently, the Business Intelligence and Data Management System (BIDM) receives a file/feed from Vital Statistics that includes Date of Death (DOD) data for all Medical Assistance members. This data will now be shared with CBMS for Medical Assistance eligibility purposes.

The purpose of this project is for CBMS to receive DOD data from Vital Stats via BIDM to be used for Medical Assistance eligibility terminations.

### Project Summary

CBMS will now receive a monthly Date Of Death (DOD) Interface file that contains Vital Statistics Death Data. The Interface will send the file to CBMS by the 9th of each month. CBMS will then process the file on the 10th of each month. The individuals included in this file have a verified Date of Death with a Death Certificate # and they may be active or inactive for Medical Assistance (MA) depending on their status at the time the file was generated.

CBMS will match individuals included in this file by State ID or SSN. If the State ID cannot be matched, the SSN will be used. The data received may be populated within the CBMS Demographics page depending on current data entry. MA Eligibility may be determined depending on current status.

There will be a new field and verification source added to the Death Information Section of the Demographics page. The new field is called Death Certificate Number and the new Verification Source is BIDM Vital Stats Interface. This new field and source will only be populated by the DOD interface automatically. The new field and source are not available for manual entry. Both will only be populated by the new interface only. **If any interfaced records are updated by the user all interfaced data will be removed.**

The information received from the DOD Interface will be processed based on current data entry and MA status.

Functionality included in this project applies to both MA Primary and Secondary aid codes. There are no MA eligibility rules changes other than accepting a new verification source and setting new EDBC triggers. SDX or BENDEX interface records received will not override the DOD Interface record.

The new verification source is only acceptable for Medical Assistance (MA). It is not acceptable for CDHS programs (FA, AF, CW). Note that MA accepts all source values for Date of Death.

Members terminated due to death will have their eligibility/med spans set to the Date of Death. All updated med spans will be sent to MMIS, or the interchange. Note that med spans are not generated for LIS. If the member is active LIS, eligibility will be end dated as of the Date of Death. The member will be notified of termination due to death with effective date of the Date of Death.

If an active MA member has a verified Date of Death, EDBC will bypass all pending reasons to terminate except when Data Entry is marked as Incomplete, or they have an Active MA Appeal or an Active MA Override. Pending MA members who do not have an active med span will not be impacted by this interface. If you notice any issues with the processing of the data received from this interface including issues with eligibility, med span, or termination notice end dates not equaling the Date of Death, please submit a help desk ticket.

### Existing Screen

The screenshot shows the 'Colorado Benefits Management System' interface. The top navigation bar includes 'CBMS', 'Home', 'Search', 'Application', 'Case', 'Benefits', 'Work Programs', 'Follow Up Activities', 'System Functions', and 'Security'. Below this is a blue header with 'Status: [redacted]', 'Pending Alerts - 0', and icons for 'Medical Assistance (DC)', 'Adult Financial (DC)', and 'Food Assistance (DC)'. The main content area has tabs for 'Non-Financial', 'Income', 'Expenses', 'Resources', 'Non-Citizen', 'Cash Program', 'Food Program', 'MA Program', and 'APTC'. Under the 'Demographics' tab, there are sub-tabs for 'Attributes', 'Case Individual', 'Case Individual Program Requi', 'Compliance', 'Demographics', 'Household Relationship Detail', and 'Medical Conditions'. The 'Death Information' section contains four fields: 'Date' (with a calendar icon), 'County' (with a dropdown menu 'Select County ...'), 'Verification' (with a dropdown menu 'Select Verification ...'), and 'Source' (with a dropdown menu 'Select Source ...').

### Modified Screen

This screenshot is identical to the 'Existing Screen' but includes a new field, 'Death Certificate #', which is highlighted with an orange border. This field is located to the right of the 'Source' dropdown menu.

## Scenarios

### **Scenario 1:**

If the Date of Death field is blank, data received in the file will be used to update the existing CBMS Demographics record. The existing CBMS Demographics record will be updated with the Effective Begin Date as the Date of Death. The previous record will be moved to history with an end date of minus one day from the Date of Death. All new data and updated data within the Death Information section will be maintained within history records.

The Effective Begin Date and the Date of Death will be updated with the Date of Death from the Interface. Verification will show as Received and the Source will be populated as "BIDM Vital Stats Interface" and the Death Certificate Number will be populated automatically. The Date Reported and Verified will be the date that the new record is created from the DOD Interface.

### **Scenario 2:**

If the Date of Death field is already populated and the Verification field is entered as Not Received, Questionable, Refused, or Verify at Recert, the data received in the file will be used to update the existing CBMS Demographics record. The existing record will be updated with the Effective Begin Date as the Date of Death. The previous record will be moved to history with an end date of minus one day from the Date of Death. All new data and updated data within the Death Information section will be maintained within history records.

The Effective Begin Date and the Date of Death will be updated with the Date of Death from the Interface, Verification will show as Received and the Source will be populated as "BIDM Vital Stats Interface" and the Death Certificate Number will be populated automatically. The Date Reported and Verified will be the date that the new record is created from the DOD Interface.

### **Scenario 3:**

If the Date of Death field is already populated, and the Verification field is Received and the Source field is set to any value, (Client Statement, Death Certificate, Medical Records, Published Obituary, Social Security Verification, SSA Death Interface), the data received in the file will NOT be used to update the existing Demographics record.

Once the Date of Death information received from the DOD Interface is processed, eligibility may be determined based on the member's current MA status.

- For ACTIVE MA members on an ACTIVE Case:  
Once the Date of Death Information is processed, like in the previous scenarios, EDBC will run automatically to determine eligibility and authorize termination for the member. Eligibility will be end dated as of the Date of Death. Med Span will be end dated as of the Date of Death. The member will be notified of termination due to death with effective date of the Date of Death.

- For IN-ACTIVE MA members on an ACTIVE Case:  
Once the Date of Death Information is processed, EDBC will run automatically to determine eligibility IF the member is In-active but the case is still Active. Eligibility/Med Span end date will only be updated to the Date of Death if the current MA end/termination date is greater than the Date of Death.
- For IN-ACTIVE MA members on an IN-ACTIVE Case:  
Once the Date of Death Information is processed, EDBC will not run automatically. Eligibility/Med Span end date will only be updated to the Date of Death if the current MA end/termination date is greater than the Date of Death.

## Reports

Additional columns have been added to the current **MA Clients Terminated due to Death Report**. These include:

- DOD Verification
- DOD Source
- Death Certificate #

Additional columns have been added to the current **MA Clients Terminated due to Death with Extended Med Span Report**. These include:

- DOD Verification
- DOD Source
- Death Certificate #
- Primary Aid Code Description
- Secondary Aid Code Description

An additional column has been added to the current **Active MA Clients with Date of Death Report for both the County and State Reports**. This new column is:

- Death Certificate #

A new report has been added titled **MA BIDM Vital Stats DOD Interface Exceptions**. The report includes all MA clients that have received a DOD record from the interface, and termination authorization has exceptioned out.

Please refer to your county process for working exception reports. All reports are available under Quick Links in CBMS.

## Training Modality

**Live Webinar:** Training for this project will be delivered during the build webinar. The webinar will be recorded and available on CoLearn.

**CBMS Build Guide:** This Project Guide includes all the information about the change. This project will be provided in addition to the build webinar.

# Project 12659: CBMS Changes to the PARIS Interface to Determine Residency

## Project Description

The purpose of this project is to improve the usability of the PARIS interface so that Colorado is not paying benefits for individuals who are not residents of Colorado. This project will make CBMS system updates to help the CBMS users act on the PARIS (Interstate Match) interface.

## Project Summary

On the Residency screen, in the CO Resident section, you will now find the fields Verification and Source. These fields will only be enabled when the user selects YES for CO Resident. The options for Verification and Source will be the same as other screens in CBMS.

*Reminder: Client Statement is an acceptable value for Source*

If a client selects Colorado Resident when completing an application in PEAK, this information will auto populate as Received/Client Statement in CBMS. The CO Resident field will be available to be adjusted manually for any individual where residency has become questionable and a county worker would like to request verification. In addition, any member that is on the SDX interface that has indicated they have moved out of state will have this field automatically updated to request verification from the client. In both of these instances, if the member does not respond to the verification request then their Medical Assistance will close after the proper noticing period.

If the Verification field is 'Not Received', the MA eligibility will be Pending and a VCL will be sent to verify the questionable residency. If the verification is not received by the due date the member will be:

- Denied at Intake Mode,
- Discontinued in Ongoing mode
- Ineligible for continuing benefits in RRR mode

There are several ways CBMS receives information that a household member has changed residency. The first is the PARIS Interstate match for a portion of the Household. Some States only report the Head of Household for PARIS matches, the manual residency request will be available to request verification for those members that did not automatically have the Prior Aid VCL triggered from the PARIS match. PARIS Interstate requirements have not changed, please refer to your county process for updating PARIS Interstate matches and verification of out of state benefits

Second is the PARIS VA/Fed match, which reports an out of state address. There is also the SDX Interface that is for remaining Household members on cases which have a member that received the SDX interface "out of state" transaction code.

On the Prior Aid Screen, a record will be created for every individual in the PARIS Interstate Match report. Individuals with multiple matches (i.e. multiple states) will have a record for each match. The prior aid record created by interface will not immediately affect a client's eligibility. A VCL will be sent, with standard due/denial dates. If the verification is not received by the due date, the client will be denied or terminated, depending on the case. Remember, if you are pending for out of state benefits you don't also have to pend for residency.

There will be no change to the "match status" in the CBMS PARIS investigation screens, that field is still only updated manually by County workers. Please refer to your eligibility site process. As a reminder, this is for MA programs only.

## Reports

The 3 PARIS Match reports will now be posted in Cognos monthly instead of quarterly. New Matches will still only occur quarterly, and the new monthly Cognos reports will reflect any "match status" updates that have been made manually in CBMS.

All reports will now be available in Excel versions as well as PDF versions. These are available under Quick Links in CBMS.

A project is scheduled for early next year to update current mapping issues as well as add additional fields to the existing reports. This will add both Colorado and other state eligibility dates to the Interstate report.

## Training Modality

**Live Webinar:** Training for this project will be delivered during the build webinar. The webinar will be recorded and available on CoLearn.

**CBMS Build Guide:** This Project Guide includes all the information about the change. This project will be provided in addition to the build webinar.