

DEPARTMENT OF HEALTH AND HUMAN SERVICES
OFFICE OF DIRECTOR

ACTION REFERRAL

TO	DATE
Myers/FOIA	5-12-09

DIRECTOR'S USE ONLY	ACTION REQUESTED
1. LOG NUMBER 1000335	<input type="checkbox"/> Prepare reply for the Director's signature DATE DUE _____
2. DATE SIGNED BY DIRECTOR cc: Singleton, Steuband, Ms. Forbner, Jacobs Cleared 5/22/09, letter attached.	<input checked="" type="checkbox"/> Prepare reply for appropriate signature DATE DUE _____ <input checked="" type="checkbox"/> FOIA DATE DUE 5-26-09 <input type="checkbox"/> Necessary Action

APPROVALS (Only when prepared for director's signature)	APPROVE	* DISAPPROVE (Note reason for disapproval and return to preparer.)	COMMENT
1.			
2.			
3.			
4.			

From: "Sue Berkowitz" <sberk@scjjustice.org>
To: "Jeff Stensland" <STENSJEF@scdhs.gov>
Date: 5/11/2009 10:57 AM
Subject: FOIA
Attachments: eligibility fol.doc

Hi Jeff, I am attaching a FOIA for eligibility information, plus to get information on the CHIP efforts under CHIPRA. I am also putting a copy of this in the mail to you as well. Please let me know if you have any questions. Have a great week,

Sue

RECEIVED
MAY 12 2009
Department of Health & Human Services
OFFICE OF THE DIRECTOR

Sue Berkowitz

SC Applesseed Legal Justice Center

P.O. Box 7187

Columbia, SC 29202

(803)779-1113 x101

Confidentiality Notice

This message is intended exclusively for the individual or entity to which it is addressed. This communication may contain information that is proprietary, privileged, confidential or otherwise legally exempt from disclosure.

If you are not the named addressee, you are not authorized to read, print, retain, copy or disseminate this message or any part of it. If you have received this message in error, please notify the sender immediately either by phone or reply to this e-mail and delete

all copies of this message.

Myers/
Log FOIA.

C: AS, EF,
DS,
Jeff Stensland

JEFF
(FOIA)

appleseed

LEGAL JUSTICE CENTER

May 11, 2009

Jeff Stensland
Bureau of Public Information
South Carolina Department of Health and Human Services
Post Office Box 8206
Columbia, South Carolina 29202-8206

Re: Freedom of Information Act Request

Dear Mr. Stensland:

This is a request made pursuant to the South Carolina Freedom of Information Act, S.C. Code Ann. §30-4-10, *et seq.* The following information contained in the records and under the control of or accessible to the South Carolina Department of Health and Human Services in whatever medium maintained for the periods referred to below is hereby requested. The South Carolina Department of Health and Human Services is subject to the South Carolina Freedom of Information Act as a 'public body' defined to include "any organization, corporation, or agency supported in whole or in part by public funds." S.C. Code Ann. § 30-4-20(a).

1. For new Medicaid applications processed during state fiscal years 2007, 2008, and year to date 2009:
 - a. total number of applications received each month
 - b. total number of applications approved each month
 - c. total number of applications denied each month
 - d. average processing time
2. For new SCHIP/Healthy Connections Kids applications processed during state fiscal year 2008, and year to date 2009:
 - a. total number of applications received each month
 - b. total number of applications approved each month
 - c. total number of applications denied each month
 - d. average processing time
3. For review or recertification of existing Medicaid eligible's processed during state fiscal years 2007, 2008, and year to date 2009:
 - a. total number redeterminations due each month
 - b. total number of redetermination letters returned as undeliverable to the agency each month
 - c. total number of redeterminations received each month
 - d. total number of redeterminations approved each month
 - e. total number of redeterminations denied each month
 - f. total number of individuals enrolled in fee-for-service losing eligibility each month

P.O. BOX 7187
COLUMBIA, SC 29202

- g. total number of individuals enrolled in Medical Home Networks losing eligibility each month
 - h. total number of individuals enrolled in Managed Care Organizations losing eligibility each month
 - i. total number of cases that are renewed through ex parte review
 - j. average processing time
- 4. Number of Medicaid eligible's by County and Major Category for state fiscal year 2008 and year to date 2009
- 5. Number of SCHIP/Healthy Connection Kids eligible's by County and Major Category for state fiscal year 2008 and year to date 2009
- 6. Any SCHIP/Healthy Connection Kids eligibility and cost estimates provided by the Office of Research and Statistics during the past five years regarding the expansion of the SCHIP program
- 7. Any plan amendments policy and procedure changes made during state fiscal years 2007, 2008, and year to date 2009 pertaining to Medicaid and SCHIP eligibility and outreach
- 8. For Medicaid and SCHIP/Healthy Connection Kids applications processed during state fiscal years 2007, 2008, and year to date 2009
 - a. total number that were denied due to failure to comply with the citizen documentation requirements of the Deficit Reduction Act (DRA) each month
 - b. total number that had the citizen documentation requirements of the DRA complied with due to electronic birth certificate match with the SC Department of Health and Environmental Control
 - c. total number of cases that were extended to provide additional time for families to obtain documentation to comply with citizen documentation requirements of the Deficit Reduction Act (DRA) each month
 - d. total number of cases that were denied due to the family being over the allowable resources
 - i. for these cases please note if the resource was a car or cash under the agency's plan
- 9. Any memos, plan amendments, proposed policy changes that reflect the agency's efforts to adopt and or comply with the Children's Health Insurance Program Reauthorization Act including:
 - a. efforts to work with the Social Security Administration to allow computer matches to verify compliance under the DRA;

- b. changes to children's Medicaid and SCHIP/Health Kids Connections to allow presumptive eligibility; paperless renewal using pre-populated forms or expedite review; elimination of the asset test; elimination of in person interview; adoption of Express lane eligibility through partnerships with other state agencies.
- c. changes to eligibility allowing legal immigrant children and pregnant women to participate in the CHIP program.

10. Annual Report for state fiscal year 2008

I am requesting a waiver of any proposed fees as this FOIA request is to assist low-income individuals, families and children and will contribute to public understanding of the activities of the government. However, please do not let the request to waive the fees and costs delay the submission of the requested information.

Thank you in advance for your assistance with this matter. Please do not hesitate to call me if you have any questions concerning my request. With kind regards, I am,

Sincerely,

From: Emma Forkner
To: Jan Polatty; Jeff Stensland
CC: Alicia Jacobs; Deirdra Singleton
Date: 5/11/2009 1:44 PM
Subject: Re: Fw: FOIA

This appears to be more of a data request specific to her needs than document that we have that contain this information. Some of the data, such as medicaid #/county are already on the website. We can discuss further tomorrow.

Emma Forkner
Director
Department of Health and Human Services
1801 Main Street
Columbia, South Carolina 29201
(803) 898-2504
(803) 255-8338 fax

>>> Jeff Stensland 5/11/2009 11:02 am >>>
FOIA request from Sue Berkowitz.



State of South Carolina
Department of Health and Human Services

Mark Sanford
Governor

Emma Fortner
Director

TO:

FROM:

SUBJECT: Cost of Processing FOIA Request #

The South Carolina Department of Health and Human Services has received and processed your FOIA request. The cost for processing this information is as follows:

Staff processing time at \$10.00 per hour	_____ Hours	\$ _____
Pages copied at \$.10 per page	_____ Pages	\$ _____
Pages faxed at \$.20 per page	_____ Pages	\$ _____
Shipping and Handling Costs		\$ _____
Other costs associated with the FOIA request:	_____	\$ _____
Total Amount Due SCDHHS:		\$ _____

Please remit the above amount to the following address:

Bureau of Fiscal Affairs
South Carolina Department of Health and Human Services
Post Office Box 8297
Columbia, South Carolina 29202-8297

Please contact _____ should you have any questions.

Signature _____

Date: _____



Log # 1035
✓

State of South Carolina
Department of Health and Human Services

Mark Sanford
Governor

Emma Forkner
Director

May 22, 2009

Sue Berkowitz
Director
SC Applesseed Legal Justice Center
P. O. Box 7187
Columbia, SC 29202

Dear Ms. Berkowitz:

We have received your SC Freedom of Information request dated May 11, 2009 and have begun work on gathering the data you have requested. Due to the nature and volume of your request, extensive staff time will be required to compile non-standard reports. We estimate approximately 15 hours of processing time to complete your request (15 hours x 10/hour=\$150). However, once we have compiled all of the data, we will let you know the exact cost of providing the information you requested. If you have any questions, please contact me. We will notify you when the request is complete.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Stensland".

Jeff Stensland
Director
Office of Public Information

JS:jip



State of South Carolina
Department of Health and Human Services

Mark Sanford
Governor

Director

Log #635

Make copy
then give to
Lena.

TO:

FROM:

SUBJECT: Cost of Processing FOIA Request #

The South Carolina Department of Health and Human Services has received and processed your FOIA request. The cost for processing this information is as follows:

Staff processing time at \$10.00 per hour	<u>25</u> Hours	\$ <u>250.00</u>
Pages copied at \$.10 per page	<u> </u> Pages	\$ <u>N/A</u>
Pages faxed at \$.20 per page	<u> </u> Pages	\$ <u>N/A</u>
Shipping and Handling Costs		\$ <u>N/A</u>
Other costs associated with the FOIA request:	<u> </u>	\$ <u>N/A</u>
Total Amount Due SCDHHS:		\$ <u>250.00</u>

Please remit the above amount to the following address:

Bureau of Fiscal Affairs
South Carolina Department of Health and Human Services
Post Office Box 8297
Columbia, South Carolina 29202-8297

Please contact Jeff Stensland should you have any questions.

Signature

Date:

6/18/2009



State of South Carolina
Department of Health and Human Services

Mark Sanford
Governor

Emma Forkner
Director

June 17, 2009

Sue Berkowitz, Director
South Carolina Applesseed Legal Justice Center
Post Office Box 7187
Columbia, South Carolina 29202

Dear Ms. Berkowitz:

This is in response to your FOIA request of May 11, 2009. We offer the opportunity for you to meet with us and allow us to review this information together to clarify any questions you may have.

1. New Medicaid applications processed during state fiscal years 2007, 2008, and year to date 2009:
 - a. total number of applications received each month
 - b. total number of applications approved each month
 - c. total number of applications denied each month
 - d. average processing time

Response: In our data, Medicaid and SCHIP Expansion applications are combined. Our data only identifies HCK applications separately. When an application is currently received for coverage on a child, it is not until services are received that we report the child as SCHIP or Medicaid. Therefore, our data does not identify the number of SCHIP applications except for the HCK separate program. SCDHHS will soon have the capability to separately identify Medicaid, SCHIP Expansion and HCK.

Refugee Assistance and GAPS are not Medicaid programs and have been excluded from all data provided for you.

To account for caseworker decisions by program, our data counts Budget Groups, not paper applications. A Budget Group is the persons, who are related by blood, adoption or marriage, whose needs, income and/or resources, are considered in the eligibility determination of one or more persons in the group. A paper application can generate one or more budget group(s). For example, an application can cover a pregnant woman and her children; there would be two Budget Groups in two different coverage

Log #435

groups; one for the pregnant woman and a second for the children filed on one paper application.

Additionally, applications processed may have been received in the current month or in a prior month; therefore, approval and denials will not add up to those received.

2. New SCHIP/Healthy Connections Kids applications processed during state fiscal year 2008 and year to date 2009:

- a. total number of applications received each month
- b. total number of applications approved each month
- c. total number of applications denied each month
- d. average processing time

Response: The enclosed report provides the number of HCK applications for the time period of January 2008 – May 2009. As explained earlier, SCHIP Expansion applications are included in our response above.

3. Review or recertification of existing Medicaid eligible's processed during state fiscal years 2007, 2008, and year to date 2009:

- a. total number redeterminations due each month
- b. total number of redetermination letters returned as undeliverable to the agency each month
- c. total number of redeterminations received each month
- d. total number of redeterminations approved each month
- e. total number of redeterminations denied each month
- f. total number of individuals enrolled in fee-for-service losing eligibility each month
- g. total number of individuals enrolled in Medical Home Networks losing eligibility each month
- h. total number of individuals enrolled in Managed Care Organizations losing eligibility each month
- i. total number of cases that are renewed through ex parte review
- j. average processing time

Response: Our MEDS system can identify redeterminations that are due in the future, and we have provided this information. Our data does not identify the number of cases due for review in the past because as reviews are completed the case is no longer in review status.

(b) SCDHHS does not keep records of returned mail.

(c – e) The enclosed report provides the number of redeterminations approved and denied each month. This total will give the number received and processed each month.

(f – h) The enclosed report provides the number of enrolled individuals losing eligibility each month.

(i) While our MEDS system triggers a worker to conduct an exparte review, it does not capture the number of exparte decisions.

(j) SCDHHS cannot provide the average processing time for redeterminations. Our MEDS system does not apply a date received as it does for applications.

4. Number of Medicaid eligibles by County and Major Category for state fiscal year 2008 and year to date 2009

Response: The enclosed report provides these numbers for Medicaid, SCHIP Expansion and HCK combined and separately identifying HCK eligibles for each fiscal year requested.

5. Number of SCHIP/Healthy Connection Kids eligible's by County and Major Category for state fiscal year 2008 and year to date 2009

Response: See #4 above.

6. Any SCHIP/Healthy Connection Kids eligibility and cost estimates provided by the Office of Research and Statistics during the past five years regarding the expansion of the SCHIP program

Response: We have enclosed cost estimates for FY 2006-07, FY 2008-09 and FY 2009-10.

7. Any plan amendments policy and procedure changes made during state fiscal years 2007, 2008, and year to date 2009 pertaining to Medicaid and SCHIP eligibility and outreach

Response: We have enclosed State Plan amendments pertaining to eligibility and Change Documents for the Medicaid Policy and Procedure Manual for 2007 – 2009.

8. For Medicaid and SCHIP/Healthy Connection Kids applications processed during state fiscal years 2007, 2008, and year to date 2009

- a. total number that were denied due to failure to comply with the citizen documentation requirements of the Deficit Reduction Act (DRA) each month
- b. total number that had the citizen documentation requirements of the DRA complied with due to electronic birth certificate match with the SC Department of Health and Environmental Control
- c. total number of cases that were extended to provide additional time for families to obtain documentation to comply with citizen documentation requirements of the Deficit Reduction Act (DRA) each month
- d. total number of cases that were denied due to the family being over the allowable resources
 - for these cases please note if the resource was a car or cash under the agency's plan

Response: For each response below, Medicaid and SCHIP Expansion actions are combined. The HCK information is provided separately.

- (a) An eligibility worker can enter two reason codes for a denial or closure. The

enclosed report provides the number of cases denied with the main reason code relating to citizenship documentation.

(b) We have identified for you the number of current open eligibles that the DHEC VCME was used to verify citizenship on the enclosed report.

(c) Effective July 1, 2009, policy will be revised as directed by the American Recovery and Reinvestment Act (ARRA) to allow eligibility for a reasonable time while an applicant obtains citizenship documentation as long as all other eligibility requirements are met. SCDHHS has determined 90 days is reasonable.

(d) The enclosed report provides the number of budget groups denied because total resources exceed the established limit. Our MEDS system does not capture denials specific to the type of asset, such as a car or cash, but only to indicate that total resources exceed the established limit.

9. Any memos, plan amendments, proposed policy changes that reflect the agency's efforts to adopt and or comply with the Children's Health Insurance Program Reauthorization Act including:
- a. efforts to work with the Social Security Administration to allow computer matches to verify compliance under the DRA;
 - b. changes to children's Medicaid and SCHIP/Health Kids Connections to allow presumptive eligibility; paperless renewal using pre-populated forms or expedite review; elimination of the asset test; elimination of in person interview; adoption of Express lane eligibility through partnerships with other state agencies.
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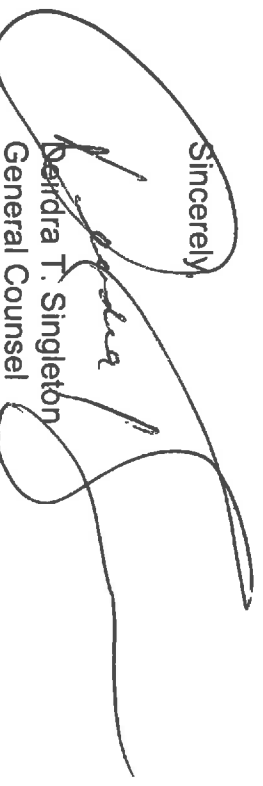
Response: SCDHHS does not have memos, plan amendments or proposed policy regarding CHIPRA. These options are still under development by CMS and the topic of discussion on the Weekly CHIPRA All-State Calls (agendas and notes provided). SCDHHS will review final guidance when received to explore these various options.

10. Annual Report for state fiscal year 2008

Response: Our Annual Report is currently under development. We will provide you a copy when the report is completed.

If you have any questions, please contact me at (803) 898-2795 or Alicia Jacobs at (803) 898-2502.

Sincerely,



Berdra T. Singleton
General Counsel



SOUTH CAROLINA
STATE HEALTH AND HUMAN SERVICES
FINANCE COMMISSION

ACCOUNTS RECEIVABLE CERTIFICATION

RECEIVABLE NUMBER:

GENERAL INFORMATION

CERTIFICATION ACTION:

☐ NEW ☐ CHANGE

DEBT CLASSIFICATION:

☐ FRAUD ☐ NON-FRAUD

NAME OF DEBTOR:

COUNTY NAME:

ADDRESS OF DEBTOR:

COUNTY NUMBER:

Sue Berkowitz, SC Appressed Legal Justice Gr.

P.O. Box 7187, Columbia, SC 29202

PROVIDER ID NUMBER OR FAMILY CASE NUMBER:

PERIOD OF OVERPAYMENT

FROM:

TO:

PROGRAM INVOLVED:

TYPE SERVICE:

AMOUNT DUE:

DATE DUE:

F01A Log 685

250.00

FUNDING INFORMATION

AMOUNT	COST CENTER	AMOUNT	COST CENTER
STATE \$		DONOR \$	
FEDERAL \$		PROVIDER \$	
COUNTY \$		OTHER \$	
		PENALTY \$	

PAYMENT INFORMATION

☐ DEDUCT ☐ DO NOT DEDUCT

REPAYMENT TERMS

TERMS GRANTED (Months):

INTEREST RATE:

NOTES — LIST OF ATTACHMENTS

REQUESTER'S SIGNATURE:

TITLE:

COUNTY/DIVISION:

DATE:

AUTHORIZER'S SIGNATURE:

TITLE:

COUNTY/DIVISION:

DATE:

Sue Berkowitz

Admin Coordinator

Deputy Director

6-25-09

Log #635



State of South Carolina
Department of Health and Human Services

Emma Forkner
Director

Mark Sanford
Governor

TO:

FROM:

SUBJECT: Cost of Processing FOIA Request #

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Bureau of Fiscal Affairs
South Carolina Department of Health and Human Services
Post Office Box 8297
Columbia, South Carolina 29202-8297

Please contact Jeff Stensland should you have any questions.

Signature

Date:

6/18/2009

Log #435



State of South Carolina

Department of Health and Human Services

Mark Sanford
Governor

Emma Fortner
Director

June 17, 2009

Sue Berkowitz, Director
South Carolina Applesseed Legal Justice Center
Post Office Box 7187
Columbia, South Carolina 29202

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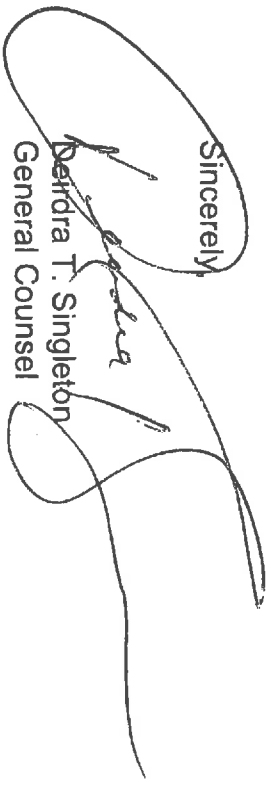
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Response: Our Annual Report is currently under development. We will provide you a copy when the report is completed.

If you have any questions, please contact me at (803) 898-2795 or Alicia Jacobs at (803) 898-2502.

Sincerely,



Deirdra T. Singleton
General Counsel