This bulletin is being sent to the Office of Eligibility Services (OES) Regional Director for Medicaid for the Elderly and People with Disabilities (MEPD) and other regional staff. This information is to be shared with all those who determine eligibility for MEPD. Please ensure copies are provided to staff that do not have access to e-mail. If you have any questions regarding the policy information in this bulletin, follow regional procedures. This bulletin will be available on the Family Services website at http://ofs.hhsc.state.tx.us/mepd/mepd-bulletins.aspx and as a part of the online Health and Human Services Commission (HHSC) Medicaid Eligibility Handbook (MEH) at http://www.dads.state.tx.us/handbooks/meh/res/policy/index.htm.

Background

Findings from recent quality assurance reviews identified the need to clarify certain policies in regard to State Schools.

Policy Clarification

Applications

In MEH Item 4100, Application Process, the application forms are listed and include the Form H1200-PFS, Medicaid Application for Assistance (for Residents of State Facilities) Property and Financial Statement, which is used for Residents of State Schools. Based on MEH Item 4111, Written Application, the client or the responsible party [or authorized representative] acting for the client must submit a written application.
The [Form H0090-I](#), Notice of Admission, Departure, Readmission or Death of an Applicant/Recipient of Supplemental Security Income and/or Medical Assistance Only in a State Institution is not an application form. The [Form H0090-I](#) is used as an information document between the State School and MEPD. The [Form H0090-I](#) is used by the State School as a notification to MEPD of admission, departure, readmission or death of an applicant/recipient of Supplemental Security Income and/or medical assistance only who enters or leaves approved Title XIX sections of a State School. In return, the [Form H0090-I](#) is used by MEPD to inform the State School of the MEPD eligibility decision and medical effective date or other information.

**Restitution**

Restitution applies only to a client who resides in a nursing facility or in a community-based ICF-MR facility based on MEH [Item 4422.1](#), Restitution Defined and restitution is not sought from a client or the client's responsible party for vendor payments made to a State School.

MEPD determines whether recovery of underpayments is appropriate based on policy in MEH [Item 4422.1](#), Restitution Defined and informs the State School reimbursement officer using [Form H0090-I](#). The State School reimbursement officer will make retroactive adjustments to the Medicaid billings and refunds over-collections to the client or pursue recovery of underpayments, if appropriate.