



# DHCS Instructions

## How to trigger the LIHP transition aid code in MEDS

January 10, 2014

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The following are instructions on how to trigger the LIHP transition aid code in MEDS. These instructions are designed for MEDS Coordinators in all counties.

### **Instructions:**

Counties cannot send a LIHP transition aid code directly to MEDS. But if counties send the LIHP MCE aid code for 2014 eligibility and the appropriate LIHP eligibility exists in MEDS, the transitional aid code will be added to MEDS as appropriate. That process is described below:

- If a beneficiary already had aid codes F6, F7, F8, or 84 in December, you need to do an LP20 or EW20 transaction for January (open period, EFF –Date: 010114 with and ESAC of 1) to add that same aid code (F6, F7, F8, or 84).
- MEDS will recognize this transaction, check the beneficiary’s December eligibility, and MEDS will convert your EW20/LP20 to add the appropriate aid code L1 or N0 for January eligibility.
- If a beneficiary did not have LIHP eligibility in December and you need to add it, you must do an EW20 or LP20 transaction for December (closed period, TERM DATE of “123113” with a TERM REAS of “99” with an ESAC code of 6), and another EW20/LP20 transaction for January (ongoing, EFF –Date: 010114 with and ESAC of 1).
- For January, use the same REDETERM-Date that was used in the December EW20/LP20 transaction.
- In both transactions, add the LIHP aid code (F6, F7, F8, or 84).
- You can do both transactions on the same day. After batch processing that night, the January eligibility should reflect L1 or N0.

### *What to do for immediate need cases:*

- For an immediate need situation for an individual who should have transition into aid code L1 but did not, counties may add aid code M1 via an EW15 transaction.
- The immediate need transaction should only be used for critical matters that cannot wait for an overnight transaction.
- And counties should track these immediate need cases for whatever follow-up is needed.
- DHCS will provide additional guidance regarding the EW20 ongoing eligibility transaction for these cases.