

## **Affordable Care Act (ACA) – Medicaid Application**

### **Overview:**

The Division of Adult Institutions shall provide releasing inmates the opportunity to apply for public Medical Assistance programs prior to release. Information regarding Wisconsin's Medicaid programs, as well as information about applying for health insurance purchases from the Federal Health Insurance Marketplace shall be provided. Resources are available on myDOC under the Affordable Care Act Reference page. Inmates applying for Wisconsin's Medicaid services shall complete the application over the phone and if approved will have access to mental health, substance use disorder, medical treatment and other covered services as needed after release. Applications for these services are voluntary.

### **Social Worker/Treatment Specialist or Designee Responsibilities:**

Staff shall complete an initial training through DOC's learning management software. Staff shall provide inmates with application materials and resources regarding Wisconsin's Medicaid programs and the Federal Health Insurance Marketplace during the release planning process. If an inmate wishes to apply for BadgerCare Plus or Elderly, Blind, Disabled Medicaid, staff shall provide the inmate with correct contact information for a call to be placed via the telephone. Telephone application procedures may vary by facility because of physical plant, method of release planning and other factors (i.e. protection of inmate PII and PHI); discuss procedures with your mentor. Staff shall also screen inmates for the level of assistance required to successfully complete the application process on their own. Inmates who are intellectually disabled, have limited English proficiency, are seriously mentally ill, or have low Test of Adult Basic Education (TABE) score shall be screened for additional assistance. This information is compiled monthly in the release reports available here: [\\docservcap\Groups\dai\release report](#). Inmates in these categories will be provided assistance completing staff-facilitated phone calls as appropriate.

### **Call Time Frames:**

- Due to the implementation of the policy of suspension, calls can be placed at any time, but may continue to be placed on or after the 20<sup>th</sup> of the month prior to the inmate's month of release, at the facility's discretion.
- CIP, ERP, Geriatric/EHC and other release provisions, and parole grant releases can submit applications at any point in the application process, at each facility's discretion.
- Long Term Care applicants should submit Medicaid applications six months prior to release.
- Inmates applying for Federal Health Insurance Marketplace (not Wisconsin's Medicaid programs) shall not be processed until on or after the inmate's release date.

Staff shall assist inmates in obtaining copies of their vital documents, such as a social security card or birth certificate, in the event the Income Maintenance Agency request these after the initial eligibility interview. Staff shall document/update the application process in COMPAS for each inmate, Cases > Custom Fields > Release Plan-ForwardHealth Card. ForwardHealth Cards shall be treated as vital documents and stored securely in the DOC-236D.

ECRM > DAI > Discharge > Affordable Care Act – Medicaid Application

**References/Resources:**

DAI Policy 309.00.51 – Medicaid Application

myDOC ACA Reference Page - Home > Offender Management > Reference > Affordable Care Act

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