

NUMBER

#24-21-06

DATE

May 3, 2024

OF INTEREST TO

County Directors

Social Services Supervisors and
Staff

Financial Assistance Supervisors
and Workers

Tribal Chairpersons and Tribal
Health Directors

Navigators, Certified
Application Counselors and
Brokers

ACTION/DUE DATE

Please read and
implementation

EXPIRATION DATE

May 3, 2026

DHS Modifies Ex Parte Renewal Process for MA-ABD and MSP Enrollees

TOPIC

Modifications which Medical Assistance enrollees who are age 65 or older, blind or have a disability (MA-ABD) and Medicare Savings Programs (MSP) enrollees workers must attempt to renew through the ex parte renewal process.

PURPOSE

This bulletin modifies which MA-ABD and MSP enrollees workers must attempt to renew through the ex parte renewal process.

CONTACT

County and tribal servicing agencies should submit policy questions via HealthQuest. All others should direct questions to:

Health Care Eligibility and Access Division
PO Box 64989
540 Cedar Street
St. Paul, MN 55164-0989

SIGNED



JULIE MARQUARDT
Interim State Medicaid Director
Health Care Administration

TERMINOLOGY NOTICE

The terminology used to describe people we serve has changed over time. The Minnesota Department of Human Services (DHS) supports the use of "People First" language.

I. Background

Federal Medicaid regulations require states to attempt to confirm an enrollee’s eligibility using information in the case file and reliable electronic sources before sending a paper renewal form and requesting information. This simplified renewal process is known as an ex parte renewal process.

On June 22, 2023, the Department of Human Services (hereafter referred to as “DHS” or “we”) published [Bulletin #23-21-18C](#) to announce the ex parte renewal process for certain Medical Assistance enrollees who are 65 or older, blind or have a disability (MA-ABD) and Medicare Savings Programs (MSP) enrollees. MSP eligibility includes Qualified Medicare Beneficiary (QMB), Service Limited Medicare Beneficiary (SLMB), Qualified Individual (QI), and Qualified Working Disabled (QWD).

Subsequently in [Bulletin #23-21-26](#), we announced that workers must attempt to renew certain MA-ABD enrollees and MSP enrollees through the ex parte process on an individual enrollee level; not on a household level. DHS sends a paper renewal form to households with one or more enrollees whose eligibility cannot be confirmed using the ex parte renewal process. Reports provided to servicing agencies from DHS include individual enrollees who meet the ex parte criteria even if their other household members do not. Eligibility workers must attempt to renew eligibility through the ex parte process for all enrollees on the report.

This bulletin includes additional MA-ABD and MSP enrollees that workers must attempt to renew through the ex parte renewal process beginning with July 2024 renewals.

Starting with July 2024 renewals, MA-ABD, and MSP enrollees subject to an asset limit are no longer provided an asset disregard. The temporary asset disregard will be phased out over 12 months starting with the July 2024 renewal cohort and ending with the June 2025 renewal cohort. Program asset limits will apply at the enrollee’s renewal and the assets must be verified. As a result, this bulletin includes information on enrollees with certain types of assets whose eligibility cannot be renewed through the ex parte renewal process.

II. Who Must be Reviewed through the Ex Parte Process

[Bulletin #23-21-18C](#) announced the ex parte renewal process for certain MA-ABD and MSP enrollees. It included the following groups of enrollees that workers must attempt to renew eligibility for through the ex parte process:

1. MA-ABD enrollees with certain types of income
2. MA-ABD enrollees with no income
3. MA-ABD enrollees with Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP) or Tribal Temporary Assistance for Needy Families (TANF)
4. TEFRA enrollees
5. Enrollees with 1619(a) or 1619(b) status
6. MSP-only enrollees
7. Enrollees receiving Medical Assistance for Long-Term Care Services

For a full description of enrollees in these groups see [Bulletin #23-21-18C](#).

MA-ABD enrollees eligible for an MSP and whose MA eligibility is renewed through the ex parte process, also have their MSP renewed through the ex parte process. During the ex parte process if an MSP enrollee is determined eligible for an MSP other than the one they are enrolled in, the worker must move the enrollee to that MSP and provide notice to the enrollee of the change in MSP. If the enrollee is eligible for an MSP with fewer benefits, the worker must send the enrollee a 10-day advance notice.

A. SSI beneficiaries

Starting with July 2024 renewals, the ex parte renewal process will now include Supplemental Security Income (SSI) beneficiaries with earned income. Workers must attempt to renew MA and MSP eligibility through the ex parte process for all enrollees receiving SSI unless the enrollee also receives Veteran's Administration (VA) Aid and Attendance benefits or VA unusual medical expense payments.

B. Enrollees with certain types of assets

In [Bulletin #23-21-19](#), we announced that certain MHCP enrollees who had assets that exceeded program limits were provided an asset disregard until their second annual renewal was conducted after March 31, 2023. The excess assets were disregarded, and they did not impact the person's eligibility.

Enrollees in the asset disregard group must reduce excess assets by their annual renewal after the unwinding period (i.e., their second annual renewal conducted after March 31, 2023). At their annual renewal after the unwinding period, assets must be at or below program limits for an enrollee who is subject to an asset limit to maintain MHCP eligibility.

Starting with the July 2024 renewal cohort, assets are a mandatory verification for MHCP enrollees who have an asset limit. Workers must attempt to renew MA and MSP eligibility through the ex parte process for MA-ABD and MSP enrollees listed in section II if they have any of the following:

- No assets
- Assets that can be verified through the Asset Verification Service (AVS), including:
 - Savings accounts
 - Checking accounts
 - Money market accounts
 - Certificates of deposit (CDs)
- Assets unlikely to increase in value:
 - Vehicles, including but not limited to cars, trucks, vans, campers, motorcycles, trailers, boats, and off-road vehicles
 - Tools and equipment that are not used in the home
- Excluded or unavailable assets unless the asset becomes countable or becomes available.

MA-ABD and MSP enrollees with other types of countable assets cannot be renewed through the ex parte process except for certain SSI beneficiaries as noted under section II.A. Workers must attempt to renew eligibility through the ex parte process for SSI beneficiaries even if they have other countable

assets because their assets have been verified by SSA. For SSI beneficiaries who have a life-insurance funded burial arrangements, special needs trusts, or pooled trusts, workers must attempt to renew their eligibility through the ex parte process if these assets remain excluded.

See [Bulletin #24-21-04](#) for more information on asset verification and [Bulletin #24-21-03](#) for more information on how AVS is used at renewal for MA-ABD and MSP enrollees with an asset limit.

C. Enrollees who cannot be renewed through the ex parte process

MA-ABD and MSP enrollees who cannot have their eligibility renewed through the ex parte process include:

- Medical Assistance for Employed Persons with Disabilities (MA-EPD) enrollees
- MA-ABD and MSP enrollees with earned income verified at application or their most recent eligibility determination, except for:
 - SSI beneficiaries per section II.A if they meet the requirements in section II.B
 - Enrollees with 1619(a) or 1619(b) status
 - SNAP, MFIP or Tribal TANF recipients with net income at or below 100% FPG verified as part of that determination if they meet the asset requirements in section II.B
- MA-ABD and MSP enrollees who receive both SSI and VA Aid and Attendance benefits or VA unusual medical expense payments
- MA-ABD and MSP enrollees listed in section II who do not meet the criteria in section II.B, except for TEFRA enrollees and enrollees with 1619(a) or 1619(b) status.

III. Ex Parte Renewal Notice

A health care notice is systematically sent to enrollees whose MA and MSP eligibility was renewed through the ex parte process. The notice indicates the enrollee was automatically renewed and the information the agency used to make the determination.

Enrollees must review the notice to ensure the information used to determine their eligibility is correct. Enrollees must contact their county or tribal agency to report any corrections or changes.

IV. Action Required

County and tribal workers must follow the policies outlined in this bulletin and related ONEsource instructions.

VI. Legal Authorities

Code of Federal Regulations, title 42, section 435.916

Minnesota Statutes, section 256B.056

Laws of Minnesota 2023, chapter 22

Americans with Disabilities Act (ADA) Advisory

This information is available in accessible formats for people with disabilities by calling 651-297-3862 or toll free at 800-657-3672 or by using your preferred relay service. For other information on disability rights and protections, contact the agency's ADA coordinator.