

MS Application Checklist for Presumptive Disability

- MS Application registered within 24 hours of receipt. On APMA, enter Y in the 'Presumptive Disability' field to indicate PD for Medical.
- Request verification (remember citizenship and identity)
- Meets general eligibility requirements of act in own behalf (KEESM 2100), cooperation (KEESM 2120), SSN requirements(KEESM 2130), citizenship and alienage(KEESM 2140), verification of citizenship(KEESM 2145), verification of identity [KEESM 1322.5(b)], residency(KEESM 2150), fugitive felons, probation and parole violators(KEESM 2182), and financial eligibility requirements.
- PMDD process explained to the consumer.
 - ✓ **ES-3902** (PMDD brochure) given to consumer and program explained
 - ✓ **IM-3110** or **IM-3110.2** (Interim Assistance Reimbursement Form) signed. Make 3 copies. Original sent to SSA district office within 10 days of receiving signed form. Copy for consumer, Central Office and file (KEESM 2316).
 - ✓ **ES-3904** (Release of Information Form) signed. Consumer needs to sign 4 forms. Mail 3 to PMDT and retain 1 in file.
 - ✓ **Telephone Consultation** scheduled with PMDT and consumer notified of the date and time to contact PMDT. PMDT telephone number is **1-888-547-2763**.
 - ✓ **ES-3903** (Telephone Consultation Guide) given to consumer and explained.
 - ✓ **ES-3901** (PMDD Referral Form) completed. Fax/mail to PMDT, copy for file.
 - ✓ **SSA Disability Requirement** explained to consumer and referred to SSA Office to apply for disability benefits (KEESM 2315).
- ES-3701, ES-3904 mailed or faxed to PMDT. PMDT fax number is 785/296-1723 or 785/296-3482.
- Referrals sent for appropriate program if applicable. Nursing Facility (MS-2126 & Request Level of Care), Home and Community Based Services (ES-3160), Program of All-Inclusive Care (ES-3166, and Working Healthy (ES-3160).
- Verified consumer has applied for Social Security Disability Benefits (SSDI/SSI) through TPQY, Social Security contact, or consumer verification (KEESM 2315).
- Required program specific paperwork received. (MS-2126, Level of Care, ES-3160, ES-3166)
- ES-3906 received from PMDT.

If approved for Presumptive Disability-Tier 1 Disability Level

- ✓ If prior medical requested, coincide benefit proration date with PMD disability onset date.
- ✓ Code PRDD screen for approval. Remember to match the MS Program subtypes (AC, HC, WH) with the appropriate PMDD type.
- ✓ Send Presumptive Medicaid approval notice.

If denied for Presumptive Disability

- ✓ Deny the Presumptive Medicaid application.
- ✓ Continue to pend MS if SSA disability process is current and consumer is cooperating with the process.
- ✓ Send Presumptive Medicaid denial notice.