

Colorado Benefits Paper Application Guidance

For Eligibility Sites & Community Organizations

Beginning October 1, 2013, the Departments of Health Care Policy and Financing and Human Services, and Connect for Health Colorado will use standardized, common paper applications to determine eligibility for medical and public assistance.

Application for Health Coverage & Help Paying Costs

The new common application for health care coverage is titled <u>Application for Health Coverage & Help Paying Costs</u> also known as Medical Only Application and Single Streamlined Application. This application can be used by consumers to apply for Medicaid, Child Health Plan *Plus* (CHP+) and new federal financial assistance to lower the costs of health insurance coverage through the Connect for Health Colorado marketplace. This application is for health care coverage **only**.

About the Medical Only Application:

The Department of Health Care Policy and Financing and Connect for Health Colorado, developed the Medical Only Application using a model provided by the Centers for Medicare and Medicaid Services (CMS). Modifications were made to meet the policy needs of the Department of Health Care Policy and Financing and Connect for Health Colorado.

The Medical Only Application includes the standard application along with five worksheets (worksheets A-E). Each worksheet may not be applicable to every applicant but are provided to capture all essential information about the applicant to provide the best health care coverage available based on the consumer's needs. Additionally, the Medical Only Application includes an Appendix which provides detailed information on terminology used in the application.

Applications prior to October 1, 2013:

The Department recommends using the new Medical Only Application as a best practice for all eligibility sites and community organizations. Eligibility sites and community organizations can exhaust their current supply of the Medical Only Application in conjunction with the *Additional Information Needed for Colorado Medical Programs* described below.

Application for Public Assistance

The <u>Application for Public Assistance</u> (Single Purpose Application) is used by the Departments of Health Care Policy and Financing and Human Service. The Single Purpose Application can be used by consumers to apply for **both** health care coverage and food and cash programs.

About the Single Purpose Application:

The new Single Purpose Application was developed using the current application as a model and updated to meet the policy needs of the Departments of Health Care Policy and Financing and Human Services. A workgroup comprised of Departments of Health Care Policy and Financing and Human Services and county partners collaborated on its development.

Applications prior to October 1, 2013:

Eligibility sites are encouraged to exhaust their **current supply** of Single Purpose Applications in conjunction with the *Additional Information Needed for Colorado Medical Programs* described below. Eligibility sites can obtain the new Single Purpose Applications utilizing the standard re-ordering process.

Additional Information Needed for Colorado Medical Programs Supplemental Page

The <u>Additional Information Needed for Colorado Medical Programs</u> (Supplemental Page) will prevent applicants from having to spend additional time filling out the <u>Application for Health Coverage & Help Paying Costs</u> or new <u>Application for Public Assistance</u>, if they completed a prior version of the applications.

About the Supplemental Page:

The Supplemental Page should be used if an applicant:

- Completed the **prior** "Application For Medical Assistance (Medical Only Application)";
- Completed the **prior** "Application for Public Assistance (Single Purpose Application)"; or
- Is currently enrolled in a medical program and are reporting income or any other changes.

The Supplemental Page can be:

- Provided to a client to complete and return when their application is dropped off;
- Used by eligibility workers to call and obtain the information from the applicant via telephone; or
- Sent to the applicant by mail to complete and return, if the eligibility worker is unable to reach the applicant via telephone.

Where to Find the New Applications

The new applications can be found on the Department of Health Care Policy and Financing website, Colorado.gov/hcpf. Spanish applications will be available in early to mid-October 2013.

- Application for Health Coverage & Help Paying Costs (Medical Only Application) (Single Streamlined Application)
- Application for Public Assistance (Single Purpose Application)
- Additional Information Needed for Colorado Medical Programs (Supplemental Page)

Stakeholder Feedback

As a part of on-going efforts to engage stakeholders in Colorado's implementation of the Affordable Care Act, the Departments of Health Care Policy and Financing and Human Services, along with Connect for Health Colorado, will engage stakeholders in a future revision of the new applications outlined above. This process will be initiated in late 2013. We will post more information as it becomes available.

Questions regarding applications should be directed to: Medicaid.Eligibility@hcpf.state.co.us.

