

**Office of Mental Retardation and Developmental Disabilities General Policy Clarification: New Enrollments for OMRDD Medicaid Funded Programs and Services**

**Policy**

Individuals who have been determined to be eligible for OMRDD services and wish to receive services that Medicaid funds must file for Medicaid and all other benefits for which they may be eligible. In addition, individuals seeking any OMRDD service funded through the Home and Community Based Services Waiver (HCBS Waiver) must pursue and qualify for enrollment in the HCBS Waiver.

**Service Recipient Responsibilities**

In order for a service provider to secure Medicaid payment for services, an individual requesting a service, and his/her family or advocate(s), must take any and all measures necessary to facilitate benefit eligibility by fully cooperating with service providers, OMRDD, local social services districts, and other benefit paying agencies in the benefit development and HCBS Waiver enrollment processes. This includes full disclosure of financial information and any other information necessary to establish eligibility.

**Individuals who wish to receive services but do not wish to apply for benefits will have to make arrangements to directly pay the service provider. While a provider may not deny services based on an individual's inability to pay, the provider is not obligated to serve an individual who refuses to apply for benefits or to disclose financial information necessary to determine the ability to pay.**

## **Help from OMRDD's Revenue Support Field Offices**

OMRDD's local Revenue Support Field Offices (RSFOs) are available to assist individuals and providers in establishing eligibility for Medicaid and other benefits, and to provide expertise in the benefit development process. RSFO staff will also confirm that a Medicaid application has been filed.

Individuals whose Medicaid applications are denied will be expected to provide a copy of the Medicaid denial notice to the local RSFO. Individuals will be expected to cooperate in filing appeals or submitting new applications as directed and supported in this process by RSFO staff.

Location and contact information for the RSFOs is attached.

Attachment