



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

**Family Investment Administration  
ACTION TRANSMITTAL**

**Control Number: #11-12**

**Effective Date: Immediately**

**Issuance Date: December 1, 2010**

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES  
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT  
FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF  
DIVISION OF ELIGIBILITY WAIVER SERVICES  
HEALTH OFFICERS, LOCAL HEALTH DEPARTMENTS  
LOCAL HEALTH DEPARTMENT ELIGIBILITY STAFF**

**FROM: KEVIN M. MCGUIRE, EXECUTIVE DIRECTOR, FIA  
DEBBIE RUPPERT, EXECUTIVE DIRECTOR, DHMH/OES**

**RE: ACCELERATED CERTIFICATION OF ELIGIBILITY (ACE) - LDSS AND  
LHD PROCEDURES FOR PRIORITIZING AND ACCELERATING THE  
MEDICAID ELIGIBILITY PROCESS FOR PREGNANT WOMEN  
APPLYING TO MEDICAID**

**PROGRAM AFFECTED: MEDICAL ASSISTANCE**

**ORIGINATING OFFICE: OFFICE OF ELIGIBILITY SERVICES**

**BACKGROUND**

This Action Transmittal clarifies AT 10-31 issued May 21, 2010 effective immediately. The Department of Health and Mental Hygiene (DHMH) and the Department of Human Resources (DHR) have revised the October 30, 2009 instruction to "ACE all pregnant applicants" to recommend a processing alternative that results in quick final determinations of eligibility for pregnant women, and to clarify that ACE must be used only to give accelerated eligibility to pregnant women whose applications have insufficient information to allow an immediate final determination of eligibility. Adding the alternative of immediate MA enrollment further advances the Governor's initiative to decrease infant mortality, and supports former Secretary Brenda Donald's statement of core business processes for local departments of social services to process Medical Assistance applications for pregnant women the same day. The procedures set forth in the ACE Manual have been clarified to reflect this transmittal.

**ACTIONS REQUIRED**

The requirement is to determine Medicaid eligibility for pregnant women as quickly as possible. First, if the case worker has all the information and documentation required to make a final determination on the day the pregnant woman applies, the eligibility determination must be made that day or within 10 days. Now that citizenship can be verified on SVES, meeting that requirement should no longer delay determinations (see AT 10-27 Confirming Citizenship using SVES).

It is also important to be aware that Action Transmittal 01-52 eliminated the requirement for medical verification of pregnancy and due date. Applicants are not required to provide proof of pregnancy or verify due date (EDC). If an application does not include a due date, contact the client to obtain her best estimation. Inquire as to other pertinent information to determine if EDC can be calculated. If the pregnant applicant cannot provide an estimated date, use the month of application to project an estimated due date.

If there is insufficient information to make a final determination, the case manager must ACE the application for 90-day certification. Pend the case in CARES, complete the ACE worksheet and forward the certification to Division Recipient Eligibility Programs (DREP) so that eligibility is temporarily established in MMIS. Then, collect the information needed and make a final determination for MA eligibility within 30 days.

**INQUIRIES:**

Please direct Medical Assistance policy questions to the DHMH Division of Eligibility Policy, MCHP Division at 410-767-1463 or 1-800-492-5231 (select option 2 and request extension 1463), and CARES questions to Debbie Simon at 410-238-1363.

cc: DHMH Executive Staff      DHR Executive Staff  
FIA Management Staff      DHMH Management Staff  
Constituent Services      DHR Help Desk

**THE REVISED MCHP MANUAL PAGES FOR  
ACCELERATED CERTIFICATION OF ELIGIBILITY (ACE)  
CAN BE FOUND ON  
FIPNET  
AT  
MA INFO**

**[MCHP MR 27 – ACE Certification Section  
\(December 2010\) \(Action Transmittal 11-12\)](#)**