



June 18, 1996

GENERAL LETTER NO. 8-D-41

ISSUED BY: Bureau of Eligibility/HIPP, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **Resources**, Title page, revised; Contents pages 1 and 2, revised, page 3, new; pages 1 through 65, revised; and pages 66 through 97, new.

Summary

This general letter transmits the revised chapter 8-D, **Resources**. Policy information from the existing VIII-D, **SSI-Related Coverage Groups**, has been rewritten and reorganized to incorporate the Department's updated manual format and style. See the attached comparison chart that lists the sections and subsections of the current VIII-D and where these sections and subsections are located in the revised chapters.

There are no policy changes within this chapter.

Effective Date

August 1, 1996

Material Superseded

Remove all existing pages from Employees' Manual, Title VIII, Chapter D, and destroy them.

Also obsolete the following interpretative memos:

- ◆ MS-VIII-92-10, "Substitution of Protected Resources for the Community Spouse"
- ◆ MS-V-95-1, "Jointly Owned Property"
- ◆ MS-V-88-6, "Intent to Gift"
- ◆ MS-VIII-92-6, "Antenuptial Agreement"
- ◆ MS-V-92-2, "Increased Cash Value of Life Insurance"
- ◆ MS-V-91-9, "Valuation of a Contract"
- ◆ MS-VIII-90-6, "Partial Return of a Resource"
- ◆ MS-V-90-4, "Financially Dependent"
- ◆ MS-V-89-12, "Face Value or Death Benefit Countable Toward Resource Limits"
- ◆ MS-V-89-7, "Funds Set Aside for Burial"
- ◆ MS-V-87-9, "Cost of Producing Interest Income"

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.

8-D Comparison Chart

<i>Current Section and Subsection Title</i>	<i>New Chapter</i>	<i>New Section</i>	<i>New Subsection</i>
Responsibility for Determination of Eligibility	--	--	--
Applicant's Income Less than SSI Standard	B	Procedures for SSI Applicants and Potential SSI Eligibles	--
Applicant's Income or Resources Over SSI Standard	B	Filing a Medicaid Application	Which Application to Use
Household Composition	C	Nonfinancial SSI-Related Eligibility	Household Size
Review and Redetermination	G	Additional SSI-Related Case Maintenance	The Eligibility Review
Termination	G	Additional SSI-Related Case Maintenance	Terminating Medicaid
Automatic Redetermination	G	Automatic Redetermination	Additional Information for SSI-Related Redeterminations
Continuous Eligibility for Pregnant and Postpartum Women	F	Pregnant or Postpartum Women and Newborns	Continuous Eligibility for Pregnant and Postpartum Women
Categorical Eligibility	--	--	--
Persons Receiving SSI Benefits	F	SSI-Related Coverage Groups	SSI Recipients
Persons Receiving State Supplementary Assistance	F	SSI-Related Coverage Groups	SSA Recipients and Dependent Relatives
Persons Eligible for SSI Except for the October 1972 Social Security Increase	F	SSI-Related Coverage Groups	Persons Ineligible for SSI (or SSA)
Persons Ineligible for SSI Because of Requirements That Do Not Apply to Medicaid	F	SSI-Related Coverage Groups	Persons Ineligible for SSI (or SSA)
Persons Ineligible for SSI or SSA Because of Social Security COLA (503 Medical Only)	F	SSI-Related Coverage Groups	Persons Ineligible for SSI (or SSA)

<i>Current Section and Subsection Title</i>	<i>New Chapter</i>	<i>New Section</i>	<i>New Subsection</i>
Widows or Widowers Ineligible for SSI or SSA Because of Receipt of Social Security Who Do Not Have Medicare Part A	F	SSI-Related Coverage Groups	Persons Ineligible for SSI (or SSA)
Persons Who Would Be Eligible for SSI, SSA, or ADC if Not in a Medical Institution	F	SSI-Related Coverage Groups	People in Medical Institutions
Persons in a Medical Institution Eligible Under a Special Income Standard (300% Group)	F	SSI-Related Coverage Groups	People in Medical Institutions
Persons Eligible for But Not Receiving SSI Cash Benefits	F	SSI-Related Coverage Groups	People Eligible for SSI Benefits But Not Receiving Them
Essential Persons	F	SSI-Related Coverage Groups	Essential Persons
Persons Who Were in a Medical Institution in December 1973	F	SSI-Related Coverage Groups	People in Medical Institutions
Persons Who are Eligible for Waiver Services	F	SSI-Related Coverage Groups	People Eligible for HCB Services
Persons Considered to be SSI Recipients	F	SSI-Related Coverage Groups	People Ineligible for SSI (or SSA)
Persons Who are Medically Needy	--	--	--
Postpartum Women	F	Pregnant or Postpartum Women and Newborns	Continuous Eligibility for Pregnant and Postpartum Women
Newborn Children of Medicaid-Eligible Mothers	F	Pregnant or Postpartum Women and Newborns	Newborn Children of Medicaid-Eligible Mothers
Qualified Medicare Beneficiaries	F	SSI-Related Coverage Groups	Qualified Medicare Beneficiaries
Specified Low-Income Medicare Beneficiaries	F	SSI-Related Coverage Groups	Specified Low-Income Medicare Beneficiaries
Qualified Disabled and Working Persons	F	SSI-Related Coverage Groups	Qualified Disabled and Working Persons



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF HUMAN SERVICES

CHARLES M. PALMER, DIRECTOR

November 5, 1996

GENERAL LETTER NO. 8-D-42

ISSUED BY: Bureau of Eligibility/HIPP, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, pages 35, 37, 38, and 83, revised; and page 38a, new.

Summary

The Iowa Legislature adopted changes to Iowa Code Chapter 249F during the 1996 session. One change clarifies the definition of a homestead to be consistent with federal regulations. Additional, changes eliminate 14 of the 22 exemptions that are either duplicates of the first 9 exemptions or that are not consistent with current federal regulations. These changes are effective with all transfers that occur on or after July 1, 1996.

The procedure to follow regarding the household goods and personal effects policy on page 83 is clarified.

Effective Date

July 1, 1996

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
35, 37, 38, 83	June 18, 1996

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



December 31, 1996

GENERAL LETTER NO. 8-D-43

ISSUED BY: Bureau of Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, Contents (pages 1, 2, and 3), revised; pages 5, 6, 7, 15, 16, 56, 70 through 74, and 75, revised; and pages 74a and 74b, new.

Summary

This chapter is revised to reflect the increase in the maximum community spouse resource allowance to \$79,020, and the increase in the community spouse minimum monthly maintenance needs allowance to \$1,975.50 per month.

Page 56 is revised to correct the cross reference to another chapter.

Pages 70 and 71 are revised to include information regarding annuities.

Page 72 is revised to delete a reference to a form that is not currently in use.

Page 74 is revised to include a comment and example. They explain that a person commonly is not eligible for retroactive Medicaid when granted conditional SSI or State Supplementary Assistance benefits while trying to sell a nonliquid resource.

Page 75 is revised to update the average cost of a funeral. The Iowa Funeral Directors' Association has verified that the average cost of a funeral in Iowa is now \$6,755.

Effective Date

January 1, 1997

Material Superseded

Remove from Employees' Manual, Title 8, Chapter D, Contents (pages 1, 2, and 3), pages 5-7, 15, 16, 56, and 70-75, all dated June 18, 1996, and destroy them.

Additional Information

Please contact your regional benefit payment administrator if you need additional information.



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF HUMAN SERVICES

CHARLES M. PALMER, DIRECTOR

June 3, 1997

GENERAL LETTER NO. 8-D-44

ISSUED BY: Bureau of Eligibility/HIPP, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, page 31, revised.

Summary

Paged 31 is revised to update the statewide average cost to private-pay residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.

Effective Date

July 1, 1997

Material Superseded

Remove from Employees' Manual, Title 8, Chapter D, page 31, dated June 18, 1996, and destroy it.

Additional Information

Please contact your regional benefit payment administrator if you need additional information.



December 16, 1997

GENERAL LETTER NO. 8-D-45

ISSUED BY: Bureau of Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, Contents (page 2), revised; and pages 3, 5 through 7, 15, 16, 24, 40, 46, 54 through 57, and 74b, revised.

Summary

Pages 3, 5, and 24 are being clarified per field requests.

Pages 5 through 7, 15, and 16 are revised to reflect the increase in the maximum community spouse resource allowance to \$80,760, and the increase in the community spouse minimum monthly maintenance needs allowance to \$2,019.00 per month.

Pages 40 and 54 through 57 change the name of the supplemental needs trusts to special needs trusts for consistency with Iowa statutory language.

Page 46 is being changed to request only one year of trust principal, income, and historical data information for completing a clarification request.

Page 74b is being changed to add AIDS/HIV settlement payments to the list of exempt resources when determining resource eligibility.

Effective Date

The community spouse resource allowance and maintenance needs allowance increases are effective January 1, 1998. Other changes are effective upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 2)	December 31, 1996
3	June 18, 1996
5-7, 15, 16	December 31, 1996
24, 40, 46, 54, 55	June 18, 1996
56	December 31, 1996
57	June 18, 1996
74b	December 31, 1996

Additional Information

Contact your regional benefit payment administrator if you need additional information.



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF HUMAN SERVICES

CHARLES M. PALMER, DIRECTOR

March 10, 1998

GENERAL LETTER NO. 8-D-46

ISSUED BY: Bureau of Eligibility/HIPP, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, page 75, revised.

Summary

Page 75 is revised to update the average cost of a funeral. The Iowa Funeral Directors' Association has verified that the average cost of a funeral in Iowa is now \$6,890.

Effective Date

January 1, 1998.

Material Superseded

Remove from Employees' Manual, Title 8, Chapter D, page 75, dated December 31, 1996, and destroy it.

Additional Information

Please contact your regional benefit payment administrator if you need additional information.



April 14, 1998

GENERAL LETTER NO. 8-D-47

ISSUED BY: Bureau of Eligibility/HIPP, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, Contents (page 1), revised; pages 7, 8, 31, and 74b, revised; and page 8a, new

Summary

Page 7 is revised to allow for a worker to determine the lifetime annuity cost for a community spouse in the attribution appeal process. Workers can use the procedure when no insurance company or bank will provide estimates of the cost of a single-premium lifetime annuity.

Page 31 is revised to update the statewide average cost to private-pay nursing facility residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.

Page 74b is being changed to add that exempt AIDS/HIV settlement payments must be kept in a separate, identifiable account.

Effective Date

- May 1, 1998, for the worker-determined annuity amount.
- June 1, 1998, for AIDS/HIV settlement payments.
- July 1, 1998, for statewide average cost of nursing care.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 1)	December 31, 1996
7	December 16, 1997
8	June 18, 1996
31	June 3, 1997
74b	December 16, 1997

Additional Information

Please contact your regional benefit payment administrator if you need additional information.



September 29, 1998

GENERAL LETTER NO. 8-D-48

ISSUED BY: Bureau of Medical Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, pages 4, 60, and 74, revised.

Summary

A sentence has been added to **Resources Excluded From Attribution** to clarify that resources affected by a prenuptial or antenuptial agreement continue to be countable unless excluded under policy.

Page 60 is revised to update the affect of transfers of assets for FMAP recipients.

The section on determining the net market value of a motor vehicle is revised to clarify that any "blue book" source may be used for that purpose, including internet sources for automobile valuations. The current manual restricts workers to use only the NADA blue book.

Effective Date

Upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
4, 60	June 18, 1996
74	December 31, 1996

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



December 15, 1998

GENERAL LETTER NO. 8-D-49

ISSUED BY: Bureau of Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, Contents (page 1), revised; pages 4 through 7, 15, 16, 22, and 23, revised; and pages 6a and 6b, new.

Summary

Pages 5 through 7, 15, and 16 are revised to reflect the increase in the maximum community spouse resource allowance to \$81,960, and the increase in the community spouse minimum monthly maintenance needs allowance to \$2,049.00 per month.

Also, Page 7 is revised to clarify when an appeal of an attribution of resources may be filed. An appeal request must be filed within 30 days of the *Notice of Attribution* or any *Notice of Decision* regarding medical assistance. If the client does not file an appeal within 30 days of a *Notice of Attribution* or a *Notice of Decision*, the client loses the right to a hearing on the attribution.

Page 22 eliminates the lookback chart, as these dates are no longer significant.

Effective Date

January 1, 1999, for spousal impoverishment increase.

February 1, 1999, for attribution appeal changes.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 1)	April 14, 1998
4	September 29, 1998
5, 6	December 16, 1997
7	April 14, 1998
15, 16	December 16, 1997
22, 23	June 18, 1996

Additional Information

Refer questions about this general letter to your regional benefit administrator.



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

June 15, 1999

GENERAL LETTER NO. 8-D-50

ISSUED BY: Bureau of Eligibility Services, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **Resources**, Contents (page 2), revised; pages 1, 31, 39, 57, 58, 59, 60, 61, 67, 68, and 75, revised; and pages 58a through 58d and 68a, new.

Summary

The Seventy-eighth Session of the Iowa General Assembly directed the Department to disregard resources in determining initial and ongoing Medicaid eligibility of children in those coverage groups for which the Department has the authority to do so.

A new section entitled **RESOURCE ELIGIBILITY OF CHILDREN** has been added to this chapter. This new section includes a chart listing all FMAP-related and SSI-related coverage groups indicating which coverage groups are affected by this change and which remain unchanged.

This change does not affect the types of resources to be considered, whose resources to consider, or how the countable value of a resource is determined. It does provide that resources of all household members will be disregarded when determining eligibility of children in the affected coverage groups.

Page 31 is revised to update the statewide average cost to private-pay nursing facility residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.

Policies on page 67 regarding the countable equity value of a jointly owned resource are revised. When evaluating an applicant's or recipient's interest in a resource, consider the intent of all of the parties involved when the jointly held resource was created.

Page 75 is revised to update the average cost of a funeral. The Iowa Funeral Directors' Association has verified that the average cost of a funeral in Iowa is now \$7,028.

Effective Date

July 1, 1999

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 2)	December 16, 1997
1	June 18, 1996
31	April 14, 1998
39	June 18, 1996
57	December 16, 1997
58, 59	June 18, 1996
60	September 29, 1998
61, 67, 68	June 18, 1996
75	March 10, 1998

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

July 20, 1999

GENERAL LETTER NO. 8-D-51

ISSUED BY: Bureau of Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, Contents (pages 2 and 3), revised; pages 1 through 6, 7, 24, 25, 33, and 60 through 97, revised; and pages 32a and 98 through 103, new.

Summary

Pages 1 and 2 are revised to include the limitation of the entry date for attribution cases and a definition for a community spouse.

Page 3 is revised to clarify that resources excluded in the attribution process are also excluded in the eligibility process.

Page 7 is revised to include directions to base the single-premium lifetime annuity estimate on the minimum monthly maintenance needs allowance in effect when the appeal is filed.

Page 24 is revised to add a condition to the policy regarding exemption from the penalty for transfer of assets because of undue hardship for the client. The hardship exception now applies only if the penalty would deprive the person of food, clothing, shelter, medical care, or other necessities of life, such that the person's health or life would be endangered. This adds a current requirement in the Health Care Financing Administration's State Medicaid Manual into rules.

Page 32a is added to include a reference to undue hardship in the directions for a manually issued *Notice of Decision* regarding transfer of assets penalty periods.

The heading SSI-RELATED RESOURCE POLICIES changes to GENERAL SSI-RELATED RESOURCE POLICIES on pages 60 through 72.

Page 72 is revised to change the Iowa Code reference from 249C to 249G.

The heading EXCLUDED SSI-RELATED RESOURCES changes to SPECIFIC SSI-RELATED RESOURCES on pages 73 through 103 and in cross-references. Policies on annuities, mortgages and contracts, and vehicles are moved into this section.

Page 73 is revised to create an overview section that includes countable and excluded resources.

Page 78 is revised to correct example 5.

Pages 80 and 81 are revised to include clarification of the exclusion of dedicated accounts as resources.

Page 84 is revised to clarify household goods and personal affects excluded in the attribution process are also excluded in the eligibility process for spousal impoverishment cases.

Pages 87 through 91 are revised to clarify policies concerning life estates and remainder interests. Policies and procedures regarding evaluating life estates and remainder interests remain the same.

Effective Date

August 1, 1999

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (Page 2)	June 15, 1999
Contents (Page 3)	December 31, 1996
1	June 15, 1999
2	June 18, 1996
3	December 16, 1997
4-6, 7	December 15, 1998
24	December 16, 1997
25, 33	June 18, 1996
60, 61	June 15, 1999
62-66	June 18, 1996
67, 68, 68a	June 15, 1999
69	June 18, 1996
70-74, 74a	December 31, 1996
74b, 75	April 14, 1998
76-82	June 18, 1996
83	November 5, 1996
84-97	June 18, 1996

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

August 17, 1999

GENERAL LETTER NO. 8-D-52

ISSUED BY: Bureau of Eligibility/HIPP, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **Resources**, Contents (pages 2 and 3), revised; Contents (pages 4 and 5), new; pages 17 and 59 through 62, revised; and pages 104 through 134, new.

Summary

Chapter D is revised to include all resource policies for FMAP-related Medicaid, due to delinking Family Medical Assistance Program (FMAP) and FMAP-related Medicaid from the Family Investment Program (FIP). The FMAP section is moved to the end of the chapter. It includes the following policy changes:

- ◆ Exempt as a resource all earned and unearned financial assistance for education or training.
- ◆ Exempt earnings in kind as resources. (See General Letter 8-E-45 for more information.)
- ◆ Eliminate the requirement that FMAP applicants and recipients try to gain title and control of an unavailable resource. A resource is considered unavailable when the client owns it in part or in full but the client has no control over it.
- ◆ Exempt the value of nonhomestead property that is publicly advertised for sale at an asking price consistent with its fair market value.
- ◆ Exempt property sold under an installment contract or held in security in exchange for a price consistent with its fair market value. If the price is not consistent with its fair market value, count the net market (equity) value of the installment contract toward the resource limit.
- ◆ Exempt the value of nonhomestead property that produces income consistent with its fair market value. For example, rental property is exempt when income from it is consistent with rental income for similar rental properties in the area. Allow the exemption even when the property produces income on a seasonal basis. If the property does not produce income consistent with its fair market value, count the net market (equity) value of the property.

The section on SSI-related resource limits is revised to include expanded specified low-income Medicare beneficiaries and home-health specified low-income Medicare beneficiaries. The estate recovery section is revised to include the requirement to notify E-SLMB, HH-SLMB, and QDWP Medicaid applicants by giving them Comm. 123, *Estate Recovery Program*.

Implementation Instructions

Applicants

Apply the new policies when processing applications on or after September 1, even if the application date and the FMAP effective date are before September 1.

Count toward the resource limit the net market (equity) value of property that does not meet exemption criteria.

Recipients

Effective with the September 1999 benefit month:

- ◆ Do not cancel FMAP assistance for September 1 or later when a recipient fails to take action for gaining title and control of an unavailable resource.
- ◆ Apply the new property exemptions. If the property does not meet exemption criteria, consider the net market (equity) value toward the resource limit.

Effective Date

The following changes in policy are effective September 1, 1999:

- ◆ Exempt earnings in kind as a resource.
- ◆ Eliminate the requirement to try and gain title and control of an unavailable resource.
- ◆ Exempt property sold under an installment contract.
- ◆ Exempt the value of nonhomestead property that produces income consistent with its fair market value.
- ◆ Exempt nonhomestead property that is publicly advertised for sale.

All other changes are effective upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Manual Letter 8-D-3	January 6, 1998
Contents (Pages 2 and 3)	July 20, 1999
17	June 18, 1996
58a-58d, 59	June 15, 1999
60-62	July 20, 1999

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

December 14, 1999

GENERAL LETTER NO. 8-D-53

ISSUED BY: Bureau of Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *Resources*, pages 6, 6a, 15, and 16, revised.

Summary

Pages 6, 6a, 15, and 16 are revised to reflect the increase in the maximum community spouse resource allowance to \$84,120, and the increase in the community spouse minimum monthly maintenance needs allowance to \$2,103 per month.

Effective Date

January 1, 2000

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
6	July 20, 1998
6a, 15, 16	December 15, 1998

Additional Information

Refer questions about this general letter to your regional benefit administrator.



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

February 15, 2000

GENERAL LETTER NO. 8-D-54

ISSUED BY: Bureau of Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **Resources**, Contents (page 2), revised; pages 6, 31, 32a, 59, 61, and 62, revised; and pages 72a and 72b, new.

Summary

Revisions have been made to:

- ◆ Incorporate resource limits for new Medicaid coverage group, Medicaid for employed people with disabilities.
- ◆ Include additional resource exemptions for this coverage group.
- ◆ Correct a figure in the section on attribution of resources.
- ◆ Clarify the section on determining the penalty period for a transfer of assets.

Effective Date

March 1, 2000

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 2)	August 17, 1999
6	December 14, 1999
31	June 15, 1999
32a	July 20, 1999
59, 61, 62	August 17, 1999

Additional Information

Refer questions about this general letter to your regional benefit administrator.



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

June 13, 2000

GENERAL LETTER NO. 8-D-55

ISSUED BY: Bureau of Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 1, 20, 21, 22, 31, 38a, 44, 46, 47, 48, 50 through 53, 56, 63, 64, 66, 99, 104, 106, 116, 117, 118, and 127, revised.

Summary

Pages 20 and 22 are revised to add two additional types of transfer of assets. House File 2321, enacted by Seventy-eighth General Assembly, 2000 Session, establishes that disclaiming of an inheritance and failure to take against a deceased spouse's will are considered a transfer of assets when they occur on or after July 1, 2000. (Disclaimer of an inheritance or failure to take against a will do not cause a Medicaid penalty if they occur before July 1, 2000.)

Page 20 is also revised to instruct IM workers to gather information on claims of undue hardship under estate recovery and make a recommendation to the Bureau of Contract Management and Reimbursement.

Page 31 is revised to update the statewide average cost to private-pay nursing facility residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.

This general letter also transmits the yearly increase in the exemption of motor vehicle equity for FMAP-related applicants and recipients, based on the latest increase in the consumer price index for used vehicles. The new exemption amount is \$3,959. Pages 116 through 118 are updated to reflect the new amount.

The phrase "FIP or FIP-related" has been updated to "FMAP-related" throughout the chapter. Legal references have been updated on pages 20, 48, 104, and 106.

An example has been clarified on page 52.

Page 56 is revised to instruct IM workers to notify the Bureau of Contract Management and Reimbursement when a recipient with a medical assistance income trust dies and to include a cross-reference to policy in 8-E on these trusts.

Pages 63 through 66 are revised to clarify the countable amount of jointly held checking and savings accounts.

Page 99 is revised to clarify the countable amount of retirement funds. Existing language is clarified on page 127.

Effective Date

July 1, 2000

Apply the new \$3,959 exemption in the motor vehicle equity value beginning with the July 2000 benefit month. Apply the current \$3,916 exemption when determining countable resources for any month before July 2000.

Do not cancel existing FMAP-related cases effective July 1, 2000, solely because countable resources exceed limits due to the current \$3,916 motor vehicle equity exemption. Continue assistance if, by applying the new \$3,959 exemption, the household is within the \$5,000 resource limit for recipients. Reinstate FMAP-related cases that are canceled effective July 1, 2000, due to the current \$3,916 exemption limit in accordance with the policies in 8-G, **Reinstatement**.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
1	July 20, 1999
20, 21	June 18, 1996
22	December 15, 1998
31	February 15, 2000
38a	November 5, 1996
44	June 18, 1996
46	December 16, 1997
47, 48, 50-53	June 18, 1996
56	December 16, 1997
63, 64, 66, 99	July 20, 1999
104, 106, 116-118, 127	August 17, 1999

Additional Information

Refer questions about this general letter to your regional benefit administrator.



THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

December 5, 2000

GENERAL LETTER NO. 8-D-56

ISSUED BY: Bureau of Eligibility, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 1), revised; and pages 6, 6a, 15, 16, 27, 32a, 33 through 37, 64, 87, 88, 106, 109, and 110, revised.

Summary

Pages 6, 6a, 15, and 16 are revised to reflect the increase in the maximum community spouse resource allowance to \$87,000, and the increase in the community spouse minimum monthly maintenance needs allowance to \$2,175 per month.

Page 37 is revised to incorporate changes relating to establishing a claim for transferred assets. This policy is for applications received on or after January 1, 2001. The following changes involve transfers that occur during the 60-month period (five years) before an application is filed:

- ◆ The amount for cash transfers over the five-year look-back period is limited from \$2,000 per calendar year to \$2,000 for the entire five-year period before the month of application.

Before January 1, 2001, the limit for transfers of assets was \$2,000 for each calendar year in the five-year period before the month of application. This enabled a person to transfer as much as \$10,000 in resources without having a referral done to DIA. Under the new policy, the amount of transfer is limited to \$2,000 over the entire five-year period before the month of application.

- ◆ The exemption for the transfer of a homestead to anyone other than the people exempt under federal regulations is eliminated.

Before January 1, 2001, a DIA referral was not done for transfer of a homestead. For transfers after January 1, 2001, the only homestead transfers that will be exempt are transfers made to the following:

- Spouse.
- Disabled child or child under the age of 21.
- Child of the transferor who was residing in the dwelling for a period of at least two years and who provided care that kept the parent from earlier admission to the nursing facility.
- A sibling of the transferor who had lived with the transferor for at least one year before the transferor entered the institution and who has equity interest in the dwelling.

Page 32a is revised to correct the amount of funds for burial from \$3,000 to \$4,000.

Page 64 is revised to clarify that prenuptial agreements do not effect Medicaid.

Page 88 is revised to clarify how income generated by a life estate is counted.

Page 106 is revised to:

- ◆ Add a bullet that for transitional Medicaid, resources are not considered.
- ◆ Change the words “absent parent” to “father of the children.”
- ◆ Remove the reference to suspensions.

Pages 109 and 110 are revised to remove the reference to CMAP on what resources to count.

Pages 6a, 87, and 110 are revised to update form numbers.

Pages 27 and 33 are revised to correct legal references.

Effective Date

January 1, 2001

Material Superseded

Remove the following pages from Employees’ Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (p. 1)	December 15, 1998
6	February 15, 2000
6a, 15, 16	December 14, 1999
27	June 18, 1996
32a	February 15, 2000
33	July 20, 1999
34	June 18, 1996
35	November 5, 1996
36	June 18, 1996
37	November 5, 1996
64	June 13, 2000
87, 88	July 20, 1999
106	June 13, 2000
109, 110	August 17, 1999

Additional Information

Please contact your regional benefit administrator if you need additional information.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

June 5, 2001

GENERAL LETTER NO. 8-D-57

ISSUED BY: Bureau of Eligibility Services, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, pages 116, 117, and 118, revised.

Summary

This general letter conveys the yearly increase in the exemption of motor vehicle equity for FMAP-related Medicaid applicants and recipients, based on the latest increase in the consumer price index for used vehicles. The new exemption amount is \$4,042.

Effective Date

July 1, 2001

Material Superseded

Remove the from Employees' Manual, Title 8, Chapter D, pages 116, 117, and 118, all dated June 13, 2000, and destroy them.

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

June 26, 2001

GENERAL LETTER NO. 8-D-58

ISSUED BY: Bureau of Eligibility/HIPP, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, page 31, revised.

Summary

Page 31 is revised to update the statewide average cost to private-pay nursing facility residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.

Effective Date

July 1, 2001

Material Superseded

Remove the following page from Employees' Manual, Title 8, Chapter D, and destroy it:

<u>Page</u>	<u>Date</u>
31	June 13, 2000

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

August 14, 2001

GENERAL LETTER NO. 8-D-59

ISSUED BY: Bureau of Eligibility Services, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, pages 87 and 105, revised.

Summary

Page 87 is revised to clarify when not to count the cash value of an insurance policy.

Page 105 is revised to reflect a change in the way we sanction adults who do not cooperate with the Department, ineligible adult aliens, and adults who do not have a social security number.

The change will allow sanctioned adults, undocumented adult aliens, and adults who are ineligible due to no social security number to remain a part of the household size.

Ineligible children will not be included in the household size, nor will their income or resources be used in determining eligibility of the eligible group.

Effective Date

September 1, 2001

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
87	December 5, 2000
105	August 17, 1999

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

December 11, 2001

GENERAL LETTER NO. 8-D-60

ISSUED BY: Bureau of Eligibility Services, Division of Medical Services

SUBJECT: Employees' Manual, Title 8, Chapter D, pages 6, 6a, 6b, 15, 16, and 75, revised.

Summary

This chapter is revised to:

- ◆ Increase the maximum community spouse resource allowance to \$89,280.
- ◆ Increase the community spouse minimum monthly maintenance needs allowance to \$2,232 per month.
- ◆ Increase the average cost of a funeral in Iowa to \$7,373 on page 75.

Effective Date

January 1, 2002

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
6, 6a	December 5, 2000
6b	December 15, 1998
15, 16	December 5, 2000
75	July 20, 1999

Additional Information

Refer questions about this general letter to your regional benefit payment administrator.



July 2, 2002

GENERAL LETTER NO. 8-D-61

ISSUED BY: Unit of Health Support, Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 7, 17, 20, 31, 32, 38, 38a, 44, 45, 56, 57, 64, 73, 74, 85, 86, 116, 117 and 118, revised.

Summary

This chapter is revised to:

- ◆ Clarify that when the community spouse is seasonally employed, the community spouse's income can be annualized to determine the monthly deficit between the community spouse's income and the minimum monthly maintenance needs allowance.
- ◆ Update the statewide average cost to private-pay nursing facility residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.
- ◆ Replace the term "supplemental needs trust" with "special needs trust" and to refer workers to 8-E for information on income paid out of a special needs trust.
- ◆ Clarify how to count trust income and principal.
- ◆ Clarify that property is unavailable until a decision on property distribution has been made pending a divorce proceeding.
- ◆ Clarify that payments made under the Ricky Ray Hemophilia Relief Act of 1998 and funds in an individual development account are not counted as a resource in determining SSI-related Medicaid eligibility.
- ◆ Update the exemption of motor vehicle equity for FMAP-related Medicaid applicants and recipients, based on the latest increase in the consumer price index for used vehicles. The new exemption amount is \$4,115.
- ◆ Incorporate an expansion in collection of a debt due for estate recovery. When collection of a debt is waived due to hardship, this creates a debt from the estate of the person who received the hardship waiver.
- ◆ Clarify that an estate includes retained life estates.

- ◆ Update the address for referring hardship cases for estate recovery. Referrals will no longer be sent to central office. Referrals will be sent directly to HMS, Sumo Group, Estate Recovery Program, 904 Walnut St, Des Moines, IA 50309-3507.

Effective Date

Changes relating to estate recovery were effective on April 5, 2002, the effective date of 2002 Iowa Acts, House File 2539.

All other changes are effective July 1, 2002

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
7	July 20, 1999
17	August 17, 1999
20	June 13, 2000
31	June 26, 2001
32	June 18, 1996
38	November 5, 1996
38a, 44	June 13, 2000
45	June 18, 1996
56	June 13, 2000
57	June 15, 1999
64	December 5, 2000
73, 74, 85, 86	July 20, 1999
116, 117, 118	June 5, 2001

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
JESSIE K. RASMUSSEN, DIRECTOR

September 24, 2002

GENERAL LETTER NO. 8-D-62

ISSUED BY: Unit of Health Support, Division of Financial, Health, and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, Contents (page 4) revised; page 123, revised.

Summary

The word "scholarship" has been removed from the policy regarding grants obtained and used under conditions that preclude their use for current living costs. This is not a policy change. It is a clarification of policy.

Scholarships are almost always for educational purposes, and all earned and unearned financial assistance for education or training is exempt as income and as a resource. Therefore, no additional reference to a specific type of educational financial assistance is needed in this chapter.

Effective Date

Upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 4)	August 17, 1999
123	August 17, 1999

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



December 17, 2002

GENERAL LETTER NO. 8-D-63

ISSUED BY: Unit of Health Support, Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, pages 6, 6a, 15, 16, 20, and 46, revised.

Summary

This chapter is revised to:

- ◆ Increase the maximum community spouse resource allowance to \$90,660.
- ◆ Increase the community spouse minimum monthly maintenance needs allowance to \$2,266.50 per month.
- ◆ Correct the language on referral of trusts to central office.
- ◆ Change address for estate recovery office.

Effective Date

January 1, 2003

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
6, 6a, 15, 16	December 11, 2001
20	July 2, 2002
46	June 13, 2000

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

April 1, 2003

GENERAL LETTER NO. 8-D-64

ISSUED BY: Bureau of Financial Support, Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, page 7, revised.

Summary

Policy on appeal of an attribution of resources is changed to require only one estimate of the cost of a single-premium lifetime annuity that would generate income equal to the difference between the community spouse's gross income and the minimum monthly maintenance needs allowance, instead of three estimates.

Effective Date

April 1, 2003

Material Superseded

Remove from Employees' Manual, Title 8, Chapter D, page 7, dated July 2, 2002, and destroy it.

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



June 3, 2003

GENERAL LETTER NO. 8-D-65

ISSUED BY: Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, pages 12, 16, 17, 20, 28, 31, 56, 57, 69, 70, 74, and 116, revised; and pages 74a through 74e, new.

Summary

Page 12 is revised to correct Division of Medical Services to Division of Financial, Health and Work Supports.

Page 16 is revised to clarify that medical assistance paid is recovered from the estate of the recipient only and does not include the estate of a spouse or child. Recovery from those individuals takes place only when the recovery is delayed or waived as discussed later in this chapter.

Page 17 is revised to remove reference to HH-SLMB.

Page 20 is revised for two changes to the policy on collection of a debt due for estate recovery.

- ◆ Currently, when collection of a debt due is waived due to a child under 21, collection is made when the individual turns 21. With this change, collection will also be made from the estate of the child if the child dies before reaching age 21.
- ◆ Currently, when collection of a debt due is waived due to hardship, collection is made from the estate of the person who received the hardship waiver. With this change, collection will also be made if the hardship no longer exists.

Page 28 is revised to clarify that property excluded as homestead property is not excluded as homestead property for the purposes of transfer of assets.

Page 31 is revised to update the statewide average cost to private-pay nursing facility residents. Use the statewide average cost to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.

Page 56 is revised to clarify that the exemption of special needs trusts terminates when the individual turns age 65.

Page 69 is revised to clarify that resources do not need to be deemed from parents when the child's eligibility is under a coverage group where resources are excluded for the child's eligibility.

Page 74 is revised and pages 74a through 74e are added to clarify that annuities should be reviewed to determine whether the purchase of the annuity constitutes a transfer of assets for less than fair market value.

Page 116 is revised to clarify that the average trade-in value of vehicles is not increased because of low mileage or optional equipment. This change is effective upon receipt.

Effective Date

July 1, 2003

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
12	June 18, 1996
16	December 17, 2002
17	July 2, 2002
20	December 17, 2002
28	June 18, 1996
31	July 2, 2002
56, 57	July 2, 2002
69, 70	July 20, 1999
74, 116	July 2, 2002

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

December 16, 2003

GENERAL LETTER NO. 8-D-66

ISSUED BY: Bureau of Financial Support Programs, Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Table of Contents (page 1), revised; pages 6, 6a, 15, 16, and 31 through 37, revised.

Summary

This chapter is revised to:

- ◆ Increase the maximum community spouse resource allowance to \$92,760.
- ◆ Increase the community spouse minimum monthly maintenance needs allowance to \$2,319 per month.
- ◆ Clarify transfer of assets policies.

Effective Date

January 1, 2004

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 1)	December 5, 2000
6, 6a, 15, 16	December 17, 2002
31	June 3, 2003
32	July 2, 2002
32a, 33-37	December 5, 2000

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

March 30, 2004

GENERAL LETTER NO. 8-D-67

ISSUED BY: Bureau of Financial Support Programs,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES* pages 20, and 74b
through 74e, revised.

Summary

This chapter is revised to:

- ◆ Change the address for the estate recovery contractor, HMS, Sumo, to reflect the current address.
- ◆ Update the life expectancy table used to determine whether an annuity is actuarially sound.

Effective Date

Upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
20	June 3, 2003
74b-74e	June 3, 2003

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

June 22, 2004

GENERAL LETTER NO. 8-D-68

ISSUED BY: Bureau of Financial Support Programs,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES* pages 31, 35, 36, 37,
61, and 71, revised.

Summary

These changes:

- ◆ Update the statewide average cost to private-pay nursing facility residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.
- ◆ Clarify the transfers made for less than fair market value that are exempt from referral to DIA.
- ◆ Remove references to home-health specified low-income Medicare beneficiaries.
- ◆ Clarify that people who are conditionally eligible for SSI or State Supplementary Assistance are not eligible for Medicaid unless they are receiving State Supplementary Assistance benefits.

Effective Date

The statewide average cost is effective July 1, 2004. All other changes are effective upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
31, 35, 36, 37	December 16, 2003
61	February 15, 2000
71	July 20, 1999

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

December 10, 2004

GENERAL LETTER NO. 8-D-69

ISSUED BY: Bureau of Financial Support Programs,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 2), revised; pages 6, 6a, 15, 16, 31, 32, 57, 58, 80, 81, 82, 100, 106, 108, 109, 110, 113, 128, 131, and 133, revised; and page 80a, new.

Summary

This chapter is revised to:

- ◆ Increase the maximum community spouse resource allowance to \$95,100.
- ◆ Increase the community spouse minimum monthly maintenance needs allowance to \$2,377.50 per month.
- ◆ Correct and clarify examples.
- ◆ Change the treatment of educational assistance and gifts.
- ◆ Revise how unspent funds from earned income tax and child tax credits are treated.
- ◆ Extend the exclusion of time retroactive SSI and Social Security payments from six to nine months.
- ◆ Update legal references.
- ◆ Add cross-references.
- ◆ Add that when employment is terminated, the employee's portion of any lump-sum payment from the employee's retirement account, plus accumulated interest, is counted as a resource.
- ◆ Add that a Transfer to Minors Act custodianship terminates when the minor turns age 21.

Effective Date

COLA changes are effective January 1, 2005.

All other changes are effective upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 2)	February 15, 2000
6, 6a, 15, 16	December 16, 2003
31	June 23, 2004
32	December 16, 2003
57	June 3, 2003
58	June 16, 1999
80, 81, 82, 100	July 20, 1999
106	December 5, 2000
108	August 17, 1999
109, 110	December 5, 2000
113, 128, 131, 133	August 17, 1999

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



March 25, 2005

GENERAL LETTER NO. 8-D-70

ISSUED BY: Bureau of Financial Supports, Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Table of Contents (page 1), revised; pages 6, 7, 8, 8a, 19, 20, 23, 32, 74a, 75, and 94, revised, and 20a, new.

Summary

This chapter is revised to make corrections that were omitted in previous revisions and to increase the average cost of a funeral in Iowa from \$7, 373 to \$8, 514.

A new procedure for estate recovery has been included. When a Medicaid recipient dies who is subject to estate recovery collection, the Department is requiring workers to complete a referral form and send electronically to HMS/SUMO. Use the *Estate Recovery Program Referral*, form 470-4122, which is available in the public state-approved forms folder on Outlook.

Effective Date

January 1, 2005.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter M, and destroy them:

<u>Page</u>	<u>Date</u>
Table of Contents (page 1)	December 13, 2003
6	December 10, 2004
7	April 1, 2003
8, 8a	April 14, 1998
19	June 18, 1996
20	March 30, 2004
23	December 15, 1998
32	December 10, 2004
74a	June 3, 2003
75	December 11, 2001
94	July 20, 1999

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

June 17, 2005

GENERAL LETTER NO. 8-D-71

ISSUED BY: Bureau of Financial Supports, Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, pages 31, 109, 113, 116, 117, and 118, revised.

Summary

This chapter is revised to:

- ◆ Update the statewide average cost to private-pay nursing facility residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.
- ◆ Update the motor vehicle equity exemption for Medicaid applicants and recipients. The motor vehicle equity exemption is updated each year based on the latest increase in the consumer price index for used vehicles. The new exemption amount is \$4,164.
- ◆ Correct language and a legal reference.

Effective Date

The statewide average cost is effective July 1, 2005.

Apply the new \$4,164 exemption in the motor vehicle equity value prospectively beginning with July 2005.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
31, 109, 113	December 10, 2004
116	June 3, 2003
117, 118	July 2, 2002

Additional Information

Refer questions about this general letter to your area income maintenance supervisor 2.



December 16, 2005

GENERAL LETTER NO. 8-D-72

ISSUED BY: Bureau of Medical Supports, Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, RESOURCES, Contents (page 3), pages 6, 6a, 15, 16, 92, 95, and 129, revised.

Summary

This chapter is revised to:

- Update the maximum community spouse resource allowance and examples of spousal situations.
Add SSI and FMAP treatment of benefits from the Energy Employees' Occupational Illness Compensation Program.
Add a new section, "Loans," under "SPECIFIC SSI-RELATED RESOURCES."

Effective Date

The maximum community spouse resource allowance and the minimum monthly maintenance needs allowance for a community spouse are effective January 1, 2006.

The treatment of benefits from the Energy Employees' Occupational Illness Compensation Program is effective upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

Table with 2 columns: Page, Date. Rows include Contents (page 3), 6, 6a, 15, 16, 92, 95, 129 with corresponding dates from 1999 to 2005.

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

February 3, 2006

GENERAL LETTER NO. 8-D-73

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, page 59, revised.

Summary

This chapter is revised to clarify that resources are not considered when determining eligibility for the Iowa Family Planning Network.

Effective Date

February 1, 2006.

Material Superseded

Remove from the Employees' Manual, Title 8, Chapter D, page 59, dated February 15, 2000, and destroy it.

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

May 19, 2006

GENERAL LETTER NO. 8-D-74

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (pages 1 through 4), revised, pages 6a, 6b, 7, 8, 8a, 15, 16, 20a, 21, 22, 30 through 34, 74, 75, 80, 80a, 83, 92, 93, 94, 96, 97, 98, 123, 124, and 125, revised; and pages 8b, 20b through 20f, 34a, 34b, 34c, and 94a, new.

Summary

This chapter is revised to:

- ◆ Change how income is counted when comparing the income available to a community spouse to the minimum monthly maintenance needs allowance during the appeal of attribution of resources.
- ◆ Revise transfer of asset policies required by the Deficit Reduction Act of 2005.
- ◆ Revise how equity in a home is considered in determining eligibility for Medicaid and payment of facility or HCBS waiver services.
- ◆ Correct age for counting uniform gifts to minors.
- ◆ Correct the average annual bids to one annuity bid.

Effective Date

The home equity change is effective January 1, 2006, for applications processed on or after June 1, 2006.

The transfer of assets changes are effective June 1, 2006, for any transfer made on or after February 8, 2006. The changes to community spouse income are effective June 1, 2006, for any spouse that becomes institutionalized on or after February 8, 2006.

Implementation

No desk reviews are necessary.

When processing applications, reapplications, reviews, or redeterminations on or after June 1, 2006, apply the new look-back, penalty period, and transfer of asset policies to any transfer made on or after February 8, 2006.

When processing an application or reapplication on or after June 1, 2006, apply the home equity limitation to any person requesting payment of nursing facility care, a level of care equivalent to nursing facility level of care, or HCBS waiver services.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (p. 1)	March 25, 2005
Contents (p. 2)	December 10, 2004
Contents (p. 3)	December 16, 2005
Contents (p. 4)	September 24, 2002
Contents (p. 5)	August 17, 1999
6a	December 16, 2005
6b	December 11, 2001
7, 8, 8a	March 25, 2005
15, 16	December 16, 2005
20a	March 25, 2005
21, 22	June 13, 2000
30	June 18, 1996
31	June 17, 2005
32	March 25, 2005
33, 34	December 16, 2003
74	June 3, 2003
74a	March 25, 2005
74b-74e	March 30, 2004
75	March 25, 2005
80, 80a	December 10, 2004
83	July 20, 1999
92	December 16, 2005
93	July 20, 1999
94	March 25, 2005
96-98	July 20, 1999
123	September 24, 2002
124, 125	August 17, 1999

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

June 16, 2006

GENERAL LETTER NO. 8-D-75

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 3),
revised; and pages 20c, 31, 32, 33, 34a, 34b, 34c, 110, 116, 117, 118, and 132,
revised.

Summary

This chapter is revised to:

- ◆ Update the statewide average cost to private-pay residents. The statewide average cost figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.
- ◆ Correct examples on transfer of assets.
- ◆ Exempt one motor vehicle without regard to its value when determining Medicaid eligibility under Family Medical Assistance Program (FMAP) for adults.
- ◆ Update the motor vehicle equity exclusion for Medicaid applicants and recipients. The motor vehicle equity exclusion is updated each year based on the latest increase in the consumer price index for used vehicles. The new exclusion amount is \$4,435.

Effective Date

The statewide average cost to private-pay residents is effective July 1, 2006. The motor vehicle equity exclusion and one motor vehicle exemption are effective July 1, 2006.

All other changes are effective upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 3)	May 19, 2006
20c, 31-33, 34a-34c	May 19, 2006
110	December 10, 2004
116-118	June 17, 2005
132	August 17, 1999

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

July 28, 2006

GENERAL LETTER NO. 8-D-76

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 1),
revised; pages 17 through 20, and 117, revised.

Summary

This chapter is revised to:

- ◆ Update the names of agencies that contract with the Department to reflect the incorporation of these contractors into the Iowa Medical Enterprise (IME) agency.
Health Management Services/SUMO, the Estate Recovery contractor, is now included as part of the IME Revenue Collection Unit.
Iowa Foundation for Medical Care (IFMC), the agency that determines a member's ability to return home from an institution, is now included as part of the IME Medical Services Unit.
- ◆ Change the term "recipient" or "client" to "member" on the affected pages to reflect updated terminology of the Department.
- ◆ Add language to the section, "ESTATE RECOVERY." For purposes of estate recovery, it is not allowable for funds of the deceased to be used for travel expenses of family members of the deceased at the time of the member's death.
- ◆ Correct an example.

Effective Date

Upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 1)	May 19, 2006
17	June 3, 2003
18	June 18, 1996
19 and 20	March 25, 2005
117	June 16, 2006

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

THOMAS J. VILSACK, GOVERNOR
SALLY J. PEDERSON, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

December 8, 2006

GENERAL LETTER NO. 8-D-77

ISSUED BY: Bureau of Medical Supports, Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, pages 6, 6a, 15, 16, and 21, revised.

Summary

This chapter is revised to update the maximum community spouse resource allowance and examples of spousal situations.

Effective Date

The maximum community spouse resource allowance and the minimum monthly maintenance needs allowance for a community spouse are effective January 1, 2007.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
6	December 16, 2005
6a, 15, 16, 21	May 19, 2006

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

July 13, 2007

GENERAL LETTER NO. 8-D-78

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, pages 31, 55, 56, 57,
116, 117, and 118, revised.

Summary

This chapter is revised to:

- ◆ Update the statewide average cost of nursing facility services used to calculate penalties for transfer of assets with the amounts in effect from July 1, 2007, through June 30, 2008.
- ◆ Add legal references for:
 - Special Needs Trust for Person Under 65 Years Old,
 - Medical Assistance Income Trust (Miller Trust), and
 - Special Needs Trust (No Age Limit).
- ◆ Add instructions for referring trusts as a resource to the Estate Recovery Program after the death of the Medicaid member.
- ◆ Update the motor vehicle equity exemption for FMAP-related applicants and recipients. The motor vehicle equity exemption is updated each year based on the latest increase in the consumer price index for used vehicles. The new exemption amount is \$4,639. Examples are updated to reflect the new amounts.

Effective Date

The statewide average cost of nursing facility services is effective July 1, 2007.

Apply the new \$4,639 exemption in the motor vehicle equity value beginning July 1, 2007.
Apply the current \$4,435 exemption when determining countable resources for months before July 2007.

All other changes are effective upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
31	June 16, 2006
55	August 16, 1997
56	June 3, 2003
57	December 10, 2004
116	June 16, 2006
117	July 28, 2006
118	June 16, 2006

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

December 14, 2007

GENERAL LETTER NO. 8-D-79

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 1, 2, 6, 6a, 7, 8, 15, 16, 50, 56, 57, 107, 108, and 129, revised; and page 6c, new.

Summary

This chapter is revised to:

- ◆ Clarify the entity that determines level of care.
- ◆ Update the maximum community spouse resource allowance to \$104,400 and update examples of spousal situations.
- ◆ Update the minimum monthly maintenance needs allowance to \$2,1610.
- ◆ Clarify calculation of income in the attribution process.
- ◆ Correct a reference to FIP rather than FMAP.
- ◆ Clarify resource policy and treatment of special needs trusts.

Effective Date

The changes in the maximum community spouse resource allowance and the minimum monthly maintenance needs allowance for a community spouse are effective January 1, 2008.

All other revisions are effective upon receipt.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
1	June 13, 2000
2	July 20, 1999

6, 6a	December 8, 2006
7, 8	May 19, 2006
15, 16	December 8, 2006
50	June 13, 2000
56, 57	July 13, 2007
107	August 17, 1999
108	December 10, 2004
129	December 16, 2005

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

June 13, 2008

GENERAL LETTER NO. 8-D-80

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, *RESOURCES*, page 31, revised.

Summary

This chapter is revised to update the statewide average cost of nursing facility services used to calculate penalties for transfer of assets with the amounts in effect from July 1, 2008, through June 30, 2009.

Effective Date

The statewide average cost of nursing facility services is effective July 1, 2008.

Material Superseded

Remove from Employees' Manual, Title 8, Chapter D, page 31, dated July 13, 2007, and destroy it.

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



August 8, 2008

GENERAL LETTER NO. 8-D-81

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 1),
revised; and pages 16 through 20, 20a, 56, and 57, revised.

Summary

This chapter is revised to:

- ◆ Add IowaCare applicants to the list of applicants who must be given Comm. 123, *Important Information for You and Your Family About the Estate Recovery Program*.
- ◆ Add the telephone numbers for the Estate Recovery Unit.
- ◆ Add Comm. 266, *Iowa's Estate Recovery Law*, as a reference.
- ◆ Add emphasis to the instructions that income maintenance workers must issue form 470-2980, *Estate Recovery Notice to New Approvals*, to all Medicaid members who are under age 55 and reside in a medical institution.
- ◆ Add the new procedure to make referrals for deceased Medicaid members via the ABC system for estate recovery.

Effective Date

Immediately.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents (page 1)	July 28, 2006
16	December 14, 2007
17-20	July 28, 2006
20a	May, 19, 2006
56, 57	December 14, 2007

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
EUGENE I. GESSOW, DIRECTOR

February 20, 2009

GENERAL LETTER NO. 8-D-82

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8 Chapter D, **RESOURCES**, Title page, revised;
Contents (pages 1 through 4), revised; pages 1 through 134, revised;
and pages 135 through 160, new.

Summary

This chapter is revised to:

- ◆ Clarify attribution policy and excluded resources in an attribution.
- ◆ Update the maximum community spouse resource allowance and examples.
- ◆ Update the minimum monthly maintenance needs allowance.
- ◆ Clarify policy to obtain one estimate of a single-premium lifetime annuity based on the appellant's age at the time of appeal for attribution appeals.
- ◆ Add references to Programs for All-Inclusive Care of the Elderly (PACE) along with references to waiver services.
- ◆ Note a change in processing undue hardship claims for estate recovery. These claims are processed by Iowa Medicaid Enterprise staff, not by the income maintenance worker.
- ◆ Clarify policy on purchases of a life estate.
- ◆ Clarify policy on when to start a penalty period for transfers made on or after February 8, 2006.
- ◆ Clarify policy on claims against a person who receives transferred assets.
- ◆ Update procedures on trust and conservatorship clarification requests.
- ◆ Update wording from "month of receipt" to "period of intended use" for revocable and irrevocable trusts.
- ◆ Clarify conditions for determining how an annuity is considered as a resource.
- ◆ Add coverage groups eligible for Long Term Care Asset Preservation.
- ◆ Add subsidized guardianship payments as an excluded resource for FMAP-related eligibility.
- ◆ Substitute references to "member" instead of "recipient" throughout the chapter.
- ◆ Update legal references.

Effective Date

The maximum community spouse resource allowance and the minimum monthly maintenance needs allowance for a community spouse are effective January 1, 2009.

The exemption of subsidized guardianship payments is effective February 1, 2009.

All other revisions are effective upon receipt.

Material Superseded

Remove the entire Chapter D from Employees' Manual, Title 8, and destroy it. This includes the following pages:

<u>Page</u>	<u>Date</u>
Title (page)	June 18, 1996
Contents (page 1)	August 8, 2008
Contents (page 2)	May 19, 2006
Contents (page 3)	June 16, 2006
Contents (page 4)	May 19, 2006
1, 2	December 14, 2007
3-5	July 20, 1999
6-8	December 14, 2007
8a, 8b	May 19, 2006
9-11	June 18, 1996
12	June 3, 2003
13, 14	June 18, 1996
15	December 14, 2007
16, 18-20	August 8, 2008
20a	August 8, 2008
20b	May 19, 2006
20c	June 16, 2006
20d-20f	May 19, 2006
21	December 8, 2006
22	May 19, 2006
23	March 25, 2005
24, 25	July 20, 1999
26	June 18, 1996
27	December 5, 2000
28	June 3, 2003
29	June 18, 1996
30	May 19, 2006
31	June 13, 2008
32, 33	June 16, 2006
34	May 19, 2006
34a-34c	June 16, 2006
35-37	June 22, 2004
38, 38a	July 2, 2002
39	June 15, 1999

40	December 16, 1997
41-43	June 18, 1996
44, 45	July 2, 2002
46	December 17, 2002
47, 48	June 13, 2000
49	June 18, 1996
50	December 14, 2007
51-53	June 13, 2000
54	December 16, 1007
55	July 13, 2007
56	August 8, 2008
57	August 8, 2008
58	December 10, 2004
59	February 3, 2006
60	August 17, 1999
61	June 22, 2004
62	February 15, 2000
63	June 13, 2000
64	July 2, 2002
65	July 20, 1999
66	June 13, 2000
67, 68	July 20, 1999
69, 70	June 3, 2003
71	June 22, 2004
72	July 20, 1999
72a, 72b	February 15, 2000
73	July 2, 2002
74, 75	May 19, 2006
76-79	July 20, 1999
80, 80a	May 19, 2006
81, 82	December 10, 2004
83	May 19, 2006
84	July 20, 1999
85, 86	July 2, 2002
87	August 14, 2001
88	June 3, 2003
89-91	July 20, 1999
92-94, 94a	May 19, 2006
95	December 16, 2005
96	
96, 97, 98	May 19, 2006
99	June 13, 2000
100	December 10, 2004
101-103	July 20, 1999
104	June 13, 2000
105	August 14, 2001
106	December 10, 2004
107, 108	December 14, 2007
109	June 17, 2005
110	June 16, 2006

111, 112	August 17, 1999
113	June 17, 2005
114, 115	August 17, 1999
116-118	July 13, 2007
119-122	August 17, 1999
123-125	May 19, 2006
126	August 17, 1999
127	June 13, 2000
128	December 10, 2004
129	December 14, 2007
130	August 17, 1999
131	December 10, 2004
132	July 16, 2006
133	December 10, 2004
134	August 17, 1999

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
CHARLES J. KROGMEIER, DIRECTOR

June 12, 2009

GENERAL LETTER NO. 8-D-83

ISSUED BY: Bureau of Medical Supports,
Division of Financial, Health and Work Supports

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 7, 8, 43,
57, 96, 99, 100, 112, 114, 123, 143 and 144, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the statewide average cost to private-pay nursing facility residents. This figure is used to calculate the period of ineligibility when a transfer of assets for less than fair market value has occurred.
- ◆ Increase the average cost of a funeral in Iowa to \$9,441.
- ◆ Clarify that the trustee and the beneficiary are not the same if the state is a residuary beneficiary to the trust, so a person who is both trustee and beneficiary does not own the trust assets outright.
- ◆ Clarify SSI-related resource policies and examples.
- ◆ Update the motor vehicle equity exemption for FMAP-related applicants and members to \$4,658. This exemption is updated each year based on the latest increase in the consumer price index for used vehicles. Examples are updated to reflect the new amount.

Effective Date

The statewide average cost, the burial cost, and the motor vehicle equity exemption are effective July 1, 2009. All other revisions are effective upon receipt.

Material Superseded

Remove pages 7, 8, 43, 57, 96, 99, 100, 112, 114, 123, 143, 144, all dated February 20, 2009, from Employees' Manual, Title 8, Chapter D, and destroy them.

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
CHARLES J. KROGMEIER, DIRECTOR

January 1, 2010

GENERAL LETTER NO. 8-D-84

ISSUED BY: Division of Adult, Children, and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 2), revised; and pages 22, 23, 24, and 75 through 79, revised.

Summary

The Medicare Improvement for Patients and Providers Act of 2008 (MIPPA), requires that the resource limits for Qualified Medicare Beneficiaries (QMB), Specified Low-Income Medicare Beneficiaries (SLMB), and Expanded Specified Low-Income Medicare Beneficiaries (E-SLMB) will match the resource limits for Extra Help for Medicare Part D Prescriptions. Beginning January 1, 2010, the resource limits for these coverage groups are \$6,600 for an individual and \$9,910 for a couple.

Additionally, effective January 1, 2010, Medicaid payments for Medicare cost-sharing benefits are excluded for estate recovery for members who:

- ◆ Eligible for QMB
- ◆ Eligible for SLMB
- ◆ Eligible for E-SLMB
- ◆ Eligible for Qualified Disabled Working People (QDWP)
- ◆ Dually eligible for a full Medicaid coverage group and QMB
- ◆ Dually eligible for a full Medicaid coverage group and SLMB

The chart for resource eligibility for children was updated to include Medicaid for Kids with Special Needs and to remove Home Health SLMB.

Effective Date

January 1, 2010

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Contents (page 2)	February 20, 2009
22-24, 75-79	February 20, 2009

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
CHARLES J. KROGMEIER, DIRECTOR

June 11, 2010

GENERAL LETTER NO. 8-D-85

ISSUED BY: Bureau of Financial, Health, and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 14, 17, 22, 28 through 33, 41, 43, 62, 90, 91, 92, 94, 95, 121, and 122, revised, and page 90a, new.

Summary

This chapter is revised to:

- ◆ Update the amount used to determine the penalty period for a prohibited transfer of assets. The average cost of nursing facility services for state fiscal year 2011 is \$4842.72 per month or \$159.30 per day.
- ◆ Update policy on when to exclude a homestead as a resource for SSI-related programs to include a home not occupied by the client due to domestic violence. This is a result of a change implemented by the Social Security Administration.
- ◆ Remove outdated policy on transfer of assets.
- ◆ Clarify policy regarding life estate purchases as a transfer of asset.
- ◆ Update and expand policy on the long term care asset preservation program.
- ◆ Change the local telephone number for the IME Estate Recovery Unit.
- ◆ Make minor clarifications of wording and update organizational names.

Effective Date

The changes on life estate purchases as a transfer of assets and on long term care asset preservation are effective March 1, 2010.

The change in the cost used to calculate the penalty period is effective July 1, 2010.

All other revisions are effective upon receipt.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
14, 17	February 20, 2009
22	January 1, 2010
28-33, 41	February 20, 2009
43	June 12, 2009
90-92 94, 95, 121, 122	February 20, 2009

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
CHARLES M. PALMER, DIRECTOR

May 6, 2011

GENERAL LETTER NO. 8-D-86

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 2), revised; pages 3, 18 through 21, 31 through 38, 52, 72, 73, 96, 97, 98, 108, 118, 122, 123, and 124, revised; and pages 96a and 96b, new.

Summary

Chapter 8-D is revised to:

- ◆ Add instructions on when to send form 470-4888, *Institutional Spouse Intent to Transfer Resources*.
- ◆ Change who is given Comm. 123 or Comm. 123(S), *Important Information for You and Your Family Members About the Estate Recovery Program*, due to changes in the federal estate recovery law.
- ◆ Update policy on how to consider the purchase of annuities by an institutionalized person or their spouse as a transfer of asset. This is due to a rule change after clarification of federal regulations.
- ◆ Clarify policy regarding transfers that do not cause a penalty.
- ◆ Update chart on exemptions for DIA referral on or after July 1, 2000, by removing exemptions in place between July 1, 1996, and July 1, 2000.
- ◆ Add a step action chart on burial contracts.
- ◆ Change the excess home equity limit from \$500,000 to \$506,000.
- ◆ Correct grammatical errors.

Effective Date

The changes on the estate recovery law took effect on January 1, 2010.

The changes to the excess home equity limit were effective January 1, 2011.

The changes to the purchase of annuities are effective May 1, 2011.

All other revisions are effective upon receipt.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Contents (page 2)	January 1, 2010
3, 18-21	February 20, 2009
31-33	June 11, 2010
34-38, 52, 72, 73	February 20, 2009
96	June 12, 2009
97, 98, 108, 118	February 20, 2009
122	June 11, 2010
123	June 12, 2009
124	February 20, 2009

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



STATE OF IOWA

TERRY E. BRANSTAD, GOVERNOR
KIM REYNOLDS, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
CHARLES M. PALMER, DIRECTOR

July 1, 2011

GENERAL LETTER NO. 8-D-87

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 4), revised; and pages 43, 101, 102, 106, 122, 139, 143, 144, 148 through 154, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the motor vehicle equity exemption for FMAP-related applicants and members to \$5,455. This exemption is updated each year based on the latest increase in the consumer price index for used vehicles. Examples are updated to reflect the new amount.
- ◆ Clarify that all earned income credit (EIC) payments are excluded for 12 months from the date of receipt as part of a federal tax refund between January 1, 2010, and December 31, 2012. This exclusion is based on Public Law 111-312, the Tax Relief, Unemployment Insurance Reauthorization, and Job Creation Act of 2010.
- ◆ Add that federal tax refunds received between January 1, 2010, and December 31, 2012, are excluded for 12 months from the date of receipt. This exclusion is based on Public Law 111-312, the Tax Relief, Unemployment Insurance Reauthorization, and Job Creation Act of 2010.
- ◆ Make a technical correction to the treatment of property in a homestead. A property can be excluded as a resource if it is occupied by the spouse or dependent relative while the member is absent due to being institutionalized.
- ◆ Make a technical correction to determining net market value of a countable resource. The statement should read, "If the client disagrees with the fair market value you determine, give the client an opportunity to provide written evidence of a different valuation."
- ◆ Update the amount used to determine the penalty period for a prohibited transfer of assets. The average cost of nursing facility services for state fiscal year 2012 is \$4,853.36 per month or \$159.65 per day.

Effective Date

The changes regarding EIC payments and federal tax refunds are effective immediately.

The motor vehicle equity exemption is effective July 1, 2011.

All other changes are effective upon receipt.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Contents (page 4)	February 20, 2009
43	June 11, 2010
101, 102, 106	February 20, 2009
122	May 6, 2011
139	February 20, 2009
143, 144	June 12, 2009
148-154	February 20, 2009

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

September 16, 2011

GENERAL LETTER NO. 8-D-88

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Title page,
revised; and page 78, revised.

Summary

The Medicare Improvement for Patients and Providers Act of 2008 (MIPPA) requires that the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded specified low-income Medicare beneficiaries (E-SLMB) will match the resource limits for extra help for Medicare Part D prescriptions. Beginning January 1, 2011, the resource limits for these coverage groups are \$6,680 for an individual and \$10,020 for a couple.

Effective Date

January 1, 2011

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Title page	February 20, 2009
78	January 1, 2010

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

January 6, 2012

GENERAL LETTER NO. 8-D-89

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 6, 7, 20, 21, 77, 78, 119, 143, and 155, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the maximum community spouse resource allowance and examples.
- ◆ Update the minimum monthly maintenance needs allowance for a community spouse.
- ◆ Correct the amount of countable resources in an FMAP-related Medicaid example.
- ◆ Clarify that all Agent Orange Settlement Fund payments have been distributed.
- ◆ Increase the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB). The Medicare Improvement for Patients and Providers Act of 2008 (MIPPA) requires that the resource limits for these groups match the resource limits for extra help for Medicare Part D prescriptions. Beginning January 1, 2012, the resource limits for these coverage groups are:
 - \$6,940 for an individual and
 - \$10,410 for a couple.

Effective Date

January 1, 2012

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
6	February 20, 2009
7	June 12, 2009
20, 21	May 6, 2011

77	January 1, 2010
78	September 16, 2011
119	February 20, 2009
143	July 1, 2011
155	February 20, 2009

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

June 15, 2012

GENERAL LETTER NO. 8-D-90

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (pages 1 through 4), revised; pages 29 through 32, 41, 42, 43, 59, 62 through 84, 110 through 115, 143, and 144, revised; and pages 84a, 84b, and 84c, new.

Summary

Chapter 8-D is revised to:

- ◆ Update the life expectancy tables.
- ◆ Update instructions on when an annuitant's spouse purchases an annuity to read, "the amount of medical assistance paid on behalf of the annuitant or the annuitant's spouse, if either is **currently** institutionalized."
- ◆ Update the trust section to instruct workers to refer all trusts to the IME Revenue Collections Unit at the email address, trust@dhs.state.ia.us. All trusts should be emailed to that address effective April 26, 2012.
- ◆ Update instructions on determining the value of a resource to include situations when clients are trying to sell their property and when property is sold at an auction.
- ◆ Clarify life estate policy to include procedure for workers, with emphasis on farmland and other acceptable documentation that can be used to determine the value of a life estate.
- ◆ Update the section on special-needs trusts to include an age limit of 65 for pooled special-needs trusts.
- ◆ Clarify that any additions made to special needs trusts or pooled trusts after the trustee reaches age 65 are considered to be a transfer of assets.
- ◆ Update the motor vehicle equity exemption for FMAP-related applicants and members from \$5,455 to \$5,804. This exemption is updated each year based on the latest change in the consumer price index for used vehicles. Examples are updated to reflect the new amount.

Effective Date

These changes are effective immediately.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Contents (p. 1)	February 20, 2009
Contents (p. 2)	May 6, 2011
Contents (p. 3)	February 20, 2009
Contents (p. 4)	July 1, 2011
29, 30	June 11, 2010
31, 32	May 6, 2011
41	June 11, 2010
42	February 20, 2009
43	July 1, 2011
59	February 20, 2009
62	June 11, 2010
63-71	February 20, 2009
72, 73	May 6, 2011
74	February 20, 2009
75, 76	January 1, 2010
77, 78	January 6, 2012
79	January 1, 2010
80-84 and 110-115	February 20, 2009
143	January 6, 2012
144	July 1, 2011

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

January 25, 2013

GENERAL LETTER NO. 8-D-91

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 6, 7, 20, 21, 80, 95, 96, and 97, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the maximum community spouse resource allowance and examples.
- ◆ Update the minimum monthly maintenance needs allowance for a community spouse.
- ◆ Update the average cost of a funeral in Iowa.
- ◆ Update the resource limit for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB).
- ◆ Add links from Burial Contracts and Burial Funds to Transfer of Assets policy.

Effective Date

January 1, 2013

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
6, 7, 20, 21	January 6, 2012
80	June 15, 2012
95	June 11, 2010
96, 97	May 6, 2011

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

July 19, 2013

GENERAL LETTER NO. 8-D-92

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 40, 43, 46, 106, 128, 143, 144, and 149, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the average monthly statewide cost of nursing facility services and revise the examples. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2014 is \$5,057.65 per month or \$166.37 per day.
- ◆ Clarify that federal income tax refunds continue to be excluded from resource consideration for 12 months from the date of receipt.
- ◆ Update the motor vehicle equity exemption for Medicaid applicants and participants from \$5,804 to \$5,874. This exemption is updated each year based on the latest change in the consumer price index for used vehicles. Examples are updated to reflect the new amount.

Effective Date

The decrease in the average monthly statewide cost of nursing facility services is effective July 1, 2013.

The federal income tax refund exclusion is effective January 1, 2013.

The increase in the motor vehicle exemption is effective July 1, 2013.

Implementation

Apply the new \$5,874 exemption in the motor vehicle equity value beginning July 1, 2013. Apply the current \$5,804 exemption when determining countable resources for months before July 2013.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
40	February 20, 2009
43	June 15, 2012
46	February 20, 2009
106	July 1, 2011
128	February 20, 2009
143, 144	June 15, 2012
149	July 1, 2011

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

July 25, 2014

GENERAL LETTER NO. 8-D-93

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 1), revised; pages 6, 7, 9, 10, 12, 17, 20, 21, 43, 50, 75, 80, 123, 127, and 128, revised; and pages 10a and 10b, new.

Summary

Chapter 8-D is revised to:

- ◆ Update the 2014 maximum community spouse resource allowance to \$117,240 and the minimum monthly maintenance needs allowance to \$2,931.
- ◆ Clarify how to determine what income of the institutionalized spouse can be made available to the community spouse in the attribution appeal process.
- ◆ Update attribution examples.
- ◆ Update the Table for an Annuity for Life with the 2001 CSO-D Mortality Table.
- ◆ Update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2015 is \$5,103.24 per month or \$167.87 per day.
- ◆ Update the 2014 resource limits for QMB, SLMB, and E-SLMB to \$7,160 for an individual and \$10,750 for a couple.
- ◆ Update the 2014 maximum equity amount for property in a homestead for people requesting long-term care to \$543,000.
- ◆ Add a heading for the assignment of support rights to clarify that the institutionalized spouse does not need to be estranged from the community spouse in order to assign their rights of support.
- ◆ Clarify the transfer of assets policy to reflect that there will be no adjustment in the transfer penalty period when an asset is partly returned and to update legal references.
- ◆ The SSI-related vehicle policy has been updated based on a change in federal regulations. In determining the resources of an individual, exclude one vehicle regardless of value if it is used for transportation of the individual or a member of the individual's household.

Effective Date

Dollar amount changes are effective January 1, 2014.

The changes to the average monthly statewide cost of nursing facility services are effective July 1, 2014.

All other changes are effective upon receipt.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Contents (page 1)	June 15, 2012
6, 7	January 25, 2013
9, 10, 12	February 20, 2009
17	June 11, 2010
20, 21	January 25, 2013
43	July 19, 2013
50	February 20, 2009
75	June 15, 2012
80	January 25, 2013
123	May 6, 2011
127	February 20, 2009
128	July 19, 2013

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

January 9, 2015

GENERAL LETTER NO. 8-D-94

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 6, 7, 10, 10a, 10b, 20, 21, 22, 24, 25, 123, 133, and 144, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the 2015 maximum community spouse resource allowance to \$119,220 and the minimum monthly maintenance needs allowance to \$2,980.50.
- ◆ Update attribution examples.
- ◆ Update the 2015 maximum equity amount for property in a homestead for people requesting long-term care to \$552,000.
- ◆ Update legal references.
- ◆ Remove references to IowaCare due to the end of the program.
- ◆ Update all links due to the Department's new website.

Effective Date

January 1, 2015

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
6, 7, 10, 10a, 10b, 20, 21	July 25, 2014
22	June 11, 2010
24	January 1, 2010
25	February 20, 2009
123	July 25, 2014
133	February 20, 2009
144	July 19, 2013

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

January 30, 2015

GENERAL LETTER NO. 8-D-95

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, page 80, revised.

Summary

Chapter 8-D is revised to update the resource limits for the QMB, SLMB, and E-SLMB coverage groups.

Effective Date

January 1, 2015

Material Superseded

This material replaces Employees' Manual, Title 8, Chapter D, page 80, dated July 25, 2014.

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

May 29, 2015

GENERAL LETTER NO. 8-D-96

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 21 and 66,
revised.

Summary

Chapter 8-D is revised to reflect the name change of intermediate care facilities for the mentally retarded (ICF/MR) to intermediate care facilities for persons with an intellectual disability (ICF/ID), as mandated by 2012 Iowa Acts, Senate File 2247.

Effective Date

Immediately.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
21	January 9, 2015
66	June 15, 2012

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

June 26, 2015

GENERAL LETTER NO. 8-D-97

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, page 43, revised.

Summary

Chapter 8-D is revised to update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2016 is \$5,407.24 per month or \$177.87 per day.

Effective Date

July 1, 2015

Material Superseded

This material replaces Employees' Manual, Title 8, Chapter D, page 43, dated July 25, 2014.

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

July 8, 2016

GENERAL LETTER NO. 8-D-98

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, pages 28, 29, 30, 43, and 95, revised.

Summary

Chapter 8-D is revised to:

- ◆ Provide the website link to the life expectancy tables compiled from information published by the Office of the Chief Actuary of the Social Security Administration. This provides the most current table available. The current table has been removed from the manual.
- ◆ Update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2017 is \$5,809.13 per month or \$191.09 per day.
- ◆ Clarify the information that needs to be gathered when interpreting the terms of an annuity.

Effective Date

July 1, 2016

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
28	June 11, 2010
29, 30	June 15, 2012
43	June 26, 2015
95	January 25, 2013

Additional Information

Refer questions about this general letter to your area income maintenance administrator.



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

February 17, 2017

GENERAL LETTER NO. 8-D-99

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **RESOURCES**, Contents (page 1), revised; and pages 6 through 10, 10a, 10b, 13, 15, 16, 18, 20, 21, and 80, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the attribution of resources allowance amounts.
- ◆ Update the maximum community spouse resource allowance to \$120,900 and the minimum monthly maintenance needs allowance to \$3,022.50.
- ◆ Update the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB).

Effective Date

January 1, 2017

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Contents (page 1)	July 25, 2014
6, 7	January 9, 2015
8	June 12, 2009
9	July 25, 2014
10, 10a, 10b	January 9, 2015
13, 15, 16	February 20, 2009
18	May 6, 2011
20	January 9, 2015
21	May 29, 2015
80	January 30, 2015

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Jerry R. Foxhoven
Director

November 17, 2017

GENERAL LETTER NO. 8-D-100

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **Resources**, Contents (page 2), revised; pages 43, 93 through 96, 96a, 96b, and 105, revised; and page 96c, new.

Summary

Chapter 8-D is revised to:

- ◆ Update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2018 is \$6,269.63 per month or \$206.24 per day.
- ◆ Provide information on ABLE accounts and how they are considered for resource eligibility.
- ◆ Update Household Goods and Personal Effects to clarify they are excluded as resources without a limit.

Effective Date

July 1, 2017

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Contents (page 2)	June 15, 2012
43	July 8, 2016
93	February 20, 2009
94	June 11, 2010
95	July 8, 2016
96	January 25, 2013
96a, 96b	May 6, 2011
105	February 20, 2009

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Jerry R. Foxhoven
Director

March 2, 2018

GENERAL LETTER NO. 8-D-101

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **Resources**, pages 6, 7, 10, 10a, 10b, 13, 15, 16, 18, 20, 21, 80, 96, and 123, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the attribution of resources allowance amounts.
- ◆ Update the minimum community spouse resource allowance to \$24,720 and the maximum community spouse resource allowance to \$123,600.
- ◆ Update the minimum monthly maintenance needs allowance to \$3,090.
- ◆ Update the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB).
- ◆ Update the average cost of a funeral in Iowa to \$13,125.
- ◆ Update the limit for exempting homestead property for people requesting long term care.

Effective Date

January 1, 2018

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
6, 7, 10, 10a, 10b, 13, 15, 16, 18, 20, 21, 80	February 17, 2017
96	November 17, 2017
123	January 9, 2015

Additional Information

Refer questions about this general letter to your income maintenance administrator.



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Jerry R. Foxhoven
Director

July 20, 2018

GENERAL LETTER NO. 8-D-102

ISSUED BY: Bureau of Financial, Health and Work Supports
Division of Adult, Children and Family Services

SUBJECT: Employees' Manual, Title 8, Chapter D, **Resources**, page 43, revised.

Summary

Chapter 8-D is revised to update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2019 is \$6,447.54 per month or \$212.09 per day.

Effective Date

July 1, 2018

Material Superseded

This material replaces the following page from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
43	November 17, 2017

Additional Information

Refer questions about this general letter to your income maintenance administrator.

April 19, 2019

GENERAL LETTER NO. 8-D-103

ISSUED BY: Iowa Medicaid Enterprise

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, Title page, revised; Contents (page 1), revised; and pages 3, 6, 7, 10, 10a, 10b, 15, 16, 18, 20, 21, 26, 28, 50, 51, 80, 81, 89, 123, 132, and 133, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the attribution of resources allowance amounts.
- ◆ Update the minimum community spouse resource allowance to \$25,284 and the maximum community spouse resource allowance to \$126,420.
- ◆ Update the minimum monthly maintenance needs allowance to \$3,160.50.
- ◆ Update the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB).
- ◆ Update the limit for exempting homestead property for people requesting long term care.
- ◆ Update retroactive eligibility language to reference the change in the definition of "retroactive period" listed in 8-A, Administration.
- ◆ Clarify the transfer of assets policy to allow partial return of transferred assets and adjust the penalty period based on the partial return of transferred assets.
- ◆ Remove the section on Claims Against a Person Who Receives Transferred Assets. The Department will no longer establish a claim against a person who receives transferred assets and no longer completes a Department of Investigations and Appeals referral.

Effective Date

July 1, 2018, for changing the definition of retroactive period.
January 1, 2019, for COLA changes.
Immediately for transferred assets.

Material Superseded

This material replaces the following pages from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Title page	September 16, 2011
Contents (page 1)	February 17, 2017
3	May 6, 2011
6, 7, 10, 10a, 10b, 15, 16, 18, 20, 21	March 2, 2018
26	February 20, 2009
28	July 8, 2016
50	July 25, 2014
51	February 20, 2009
52	May 6, 2011
53, 54	February 20, 2009
80	March 2, 2018
81	June 15, 2012
89	February 20, 2009
123	March 2, 2018
132	February 20, 2009
133	January 9, 2015

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

September 4, 2020

GENERAL LETTER NO. 8-D- 104

ISSUED BY: Iowa Medicaid Enterprise
Division of Medicaid Eligibility

SUBJECT: Employees' Manual, Title 8, Chapter D, **Resources**, Contents page 1, Contents page 2, Contents page 3 and 4, pages 1 and 2, 4 and 5, 6 and 7, 14, 15 and 16, 17, 19, 23, 24 and 25, 26, 28, 31 and 32, 35, 40, 41, 43, 46, 47 and 48, 50, 55 and 56, 57, 59, 60, 62-65, 66, 67-74, 75, 76-79, 80 and 81, 82-84, 84a-84c, 85-88, 89, 90, 90a, 91 and 92, 93-95, 96, 96a-96c, 97, 98, 99 and 100, 101 and 102, 103 and 104, 105, 106, 107, 108, 109, 110-115, 116 and 117, 118, 119, 120, 121, 122, 123, 124, 125 and 126, 127 and 128, 129-131, 132 and 133, 134, revised; 135-138, 139, 140-142, 143, 144, 145-147, 148, 149, 150-154, 155, and 156-160, removed.

Summary

Chapter 8-D is revised to:

- ◆ Update the manual to use the correct language and definitions as provided in rules based on the changes with the Affordable Care Act (ACA).
- ◆ Update legal references.
- ◆ Revise the Average Monthly and Daily Statewide Cost of Nursing Facility Services.
- ◆ Revise manual to bring policy and procedures up-to-date.

Effective Date

July 1, 2020

Material Superseded

Remove the following page from Employees' Manual, Title 8, Chapter D, and destroy it:

<u>Page</u>	<u>Date</u>
Contents page 1	April 19, 2019
Contents page 2	November 17, 2017
Contents page 3 and 4	June 15, 2012
1 and 2	February 20, 2009
4 and 5	February 20, 2009
6 and 7	April 19, 2019
14	June 11, 2010
15 and 16	April 19, 2019
17	July 25, 2014
19	May 6, 2011
23	January 1, 2010
24 and 25	January 9, 2015
26	April 19, 2019
28	April 19, 2019
31 and 32	June 15, 2012
35	May 6, 2011
40	July 19, 2013
41	July 15, 2012
43	July 20, 2018
46	July 19, 2013
47 and 48	February 20, 2009
50	April 19, 2019
55 and 56	February 20, 2009
57	June 12, 2009
59	June 15, 2012
60	February 20, 2009
62-65	June 15, 2012
66	May 29, 2015
67-74	June 15, 2012
75	July 25, 2014
76-79	June 15, 2012
80 and 81	April 19, 2019
82-84	June 15, 2012
84a-84c	June 15, 2012
85-88	February 20, 2009
89	April 19, 2019
90	June 11, 2010
90a	June 11, 2010
91 and 92	June 11, 2010
93-95	November 17, 2017
96	March 2, 2018

96a-96c	November 17, 2017
97	January 25, 2013
98	May 6, 2011
99 and 100	June 12, 2009
101 and 102	July 1, 2011
103 and 104	February 20, 2009
105	November 17, 2017
106	July 19, 2013
107	February 20, 2009
108	May 6, 2011
109	February 20, 2009
110-115	June 15, 2012
116 and 117	February 20, 2009
118	May 6, 2011
119	January 6, 2012
120	February 20, 2009
121	June 11, 2010
122	July 1, 2011
123	April 19, 2019
124	May 6, 2011
125 and 126	February 20, 2009
127 and 128	July 25, 2014
129-131	February 20, 2009
132 and 133	April 19, 2019
134-138	February 20, 2009
139	July 1, 2011
140-142	February 20, 2009
143	July 19, 2013
144	January 9, 2015
145-147	February 20, 2009
148	July 1, 2011
149	July 19, 2013
150-154	July 1, 2011
155	January 6, 2012
156-160	February 20, 2009

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

August 6, 2021

GENERAL LETTER NO. 8-D-104

ISSUED BY: Iowa Medicaid Enterprise

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, Page 43, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2021 is \$7,361.44 per month or \$242.11 per day.

Effective Date

July 1, 2021

Material Superseded

This material replaces the following page from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
43	September 4, 2020

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

August 6, 2021

GENERAL LETTER NO. 8-D-105

ISSUED BY: Iowa Medicaid Enterprise

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, Page 43, revised.

Summary

Chapter 8-D is revised to:

- ◆ Update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets.

Effective Date

July 1, 2021

Material Superseded

This material replaces the following page from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
43	September 4, 2020

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

October 29, 2021

GENERAL LETTER NO. 8-D-106

ISSUED BY: Iowa Medicaid Enterprise

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, Contents Page 1, page 61, 62, and 73, revised.

Summary

Chapter 8-D is revised to clarify that all trusts should be referred to be reviewed by Trust Program staff. A correction has also been made to the section on Pooled Trusts.

Effective Date

Immediately

Material Superseded

This material replaces the following from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
Contents Page 1	September 4, 2020
61	February 20, 2009
62, 73	September 4, 2020

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

February 4, 2022

GENERAL LETTER NO. 8-D-107

ISSUED BY: Iowa Medicaid Enterprise

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, page 6 and 7, 10, 10a and 10b, 11, 15 and 16, 18, 19, 20 and 21, 40, 62 and 63, 79, 128, revised

Summary

Chapter 8-D is revised to instruct workers to refer trusts and conservatorships, including MAITs, for review by the Medicaid Trust Program and take the emphasis off of **all** trusts.

- ◆ Summary of 2022 COLA Changes
 - Update the attribution of resources allowance amounts.
 - Update the minimum community spouse resource allowance to \$27,480 and the maximum community spouse resource allowance to \$137,400.
 - Update the minimum monthly maintenance needs allowance to \$3,435.
 - Update the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB) to \$8,400 for an individual and \$12,600 for a couple.
 - Update the limit for exempting homestead property for people requesting long term care to \$636,000.
- ◆ The following information is being provided for documentation purposes only and without revisions to the pages in the manual.
 - Summary of 2021 COLA Changes, effective January 1, 2021.
 - Update the attribution of resources allowance amounts.
 - Update the minimum community spouse resource allowance to \$26,076 and the maximum community spouse resource allowance to \$130,380.
 - Update the minimum monthly maintenance needs allowance to \$3,259.50.
 - Update the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB) to \$7,970 for an individual and \$11,960 for a couple.
 - Update the limit for exempting homestead property for people requesting long term care to \$603,000.
 - Summary of 2020 COLA Changes, effective January 1, 2020.
 - Update the attribution of resources allowance amounts.

Update the minimum community spouse resource allowance to \$25,728 and the maximum community spouse resource allowance to \$128,640.

Update the minimum monthly maintenance needs allowance to \$3,216.00.

Update the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB) to \$7,860 for an individual and \$11,800 for a couple.

Update the limit for exempting homestead property for people requesting long term care to \$595,000.

Effective Date

January 1, 2022

Material Superseded

This material replaces the following from Employees' Manual, Title 8, Chapter D:

<u>Page</u>	<u>Date</u>
6 and 7	September 4, 2020
10	April 19, 2019
10a and 10b	April 19, 2019
11	February 20, 2009
15 and 16	September 4, 2020
18	April 19, 2019
19	September 4, 2020
20 and 21	April 19, 2019
40, 62 and 63, 79, 128	September 4, 2020

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

June 17, 2022

GENERAL LETTER NO. 8-D-108

ISSUED BY: Iowa Medicaid Enterprise

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, page 43, revised.

Summary

This chapter is revised to update the average monthly statewide cost of nursing facility services to \$7,786.35 per month or \$256.13 per day for State Fiscal Year 2022.

Effective Date

July 1, 2022.

Material Superseded

Remove the following page from Employees' Manual, Title 8, Chapter D, and destroy it:

<u>Page</u>	<u>Date</u>
43	August 6, 2021

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

March 31, 2023

GENERAL LETTER NO. 8-D-109

ISSUED BY: Iowa Medicaid

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, Title Page, Contents 1-3, 1 and 2, 3, 4 and 5, 6 and 7, 8 and 9, 10, revised; 10a and 10b, removed; 11, 12, 13, 14, 15 and 16, 17, 18-21, 22, 23, 26, 27, 28, 29 and 30, 31 and 32, 33 and 34, 35, 36-38, 39, 40, 41, 42, 43, 44 and 45, 46-48, 49, 50, 51-54, 55-57, 58, 59 and 60, 61, 62 and 63, 64-78, 79, 80-103, revised; 104-127, 128, 129-134, removed.

Summary

This chapter is revised to

- Update the attribution of resources allowance amounts.
- Update the minimum community spouse resource allowance to \$29,724 and the maximum community spouse resource allowance to \$148,620.
- Update the minimum monthly maintenance needs allowance (MMMNA) to \$3,715.50.
- Update the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB) to \$9,090 for an individual and \$13,630 for a couple.
- Update the limit for exempting homestead property for people requesting long term care to \$688,000.
- Revise style and formatting throughout.

Effective Date

January 1, 2023.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Title Page	April 19, 2019
Contents 1-3	September 4, 2020
1 and 2	September 4, 2020
3	April 19, 2019
4 and 5	September 4, 2020
6 and 7	February 4, 2022
8 and 9	February 17, 2017
10	February 4, 2022
10a and 10b	February 4, 2022
11	February 4, 2022
12	July 25, 2014
13	March 2, 2018
14	September 4, 2020
15 and 16	February 4, 2022
17	September 4, 2020
18-21	February 4, 2022

22	January 9, 2015
23	September 4, 2020
26	September 4, 2020
27	February 20, 2009
28	September 4, 2020
29 and 30	July 8, 2016
31 and 32	September 4, 2020
33 and 34	May 6, 2011
35	September 4, 2020
36-38	May 6, 2011
39	February 20, 2009
40	February 4, 2022
41	September 4, 2020
42	June 15, 2012
43	June 17, 2022
44 and 45	February 20, 2009
46-48	September 4, 2020
49	February 20, 2009
50	September 4, 2020
51-54	April 19, 2019
55-57	September 4, 2020
58	February 20, 2009
59 and 60	September 4, 2020
61	February 20, 2009
62 and 63	February 4, 2022
64-78	September 4, 2020
79	February 4, 2022
80-103	September 4, 2020
104-127	September 4, 2020
128	February 4, 2022
129-134	September 4, 2020

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

March 8, 2024

GENERAL LETTER NO. 8-D-110

ISSUED BY: Iowa Medicaid

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, Contents 1-3, 5-18, 28, 34, 47, 58, 69, 98, revised.**Summary**

This chapter is revised to

- Update the attribution of resources allowance amounts.
- Update the minimum community spouse resource allowance to \$30,828 and the maximum community spouse resource allowance to \$154,140.
- Update the minimum monthly maintenance needs allowance (MMMNA) to \$3,853.50.
- Update the resource limits for qualified Medicare beneficiaries (QMB), specified low-income Medicare beneficiaries (SLMB), and expanded low-income Medicare beneficiaries (E-SLMB) to \$9,430 for an individual and \$14,130 for a couple.
- Update the limit for exempting homestead property for people requesting long term care to \$713,000.
- Update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2024 is \$8,581.61 per month or \$282.29 per day.

Effective Date

January 1, 2024.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Contents 1-3	March 31, 2023
5-18, 28, 34, 47, 58, 69, 98	March 31, 2023

Additional Information

Refer questions about this general letter to your area income maintenance administrator.

September 13, 2024

GENERAL LETTER NO. 8-D-111

ISSUED BY: Iowa Medicaid Enterprise

SUBJECT: Employees' Manual, Title 8, Chapter D, **Medicaid Resources**, Title Page, Contents 1-3, 1-4, 5-18, 19-27, 28, 29-33, 34, 35-46, 47, 48-57, 58, 59-68, 69, 70-97, 98, 99-103, revised; 104-133, new.**Summary**

This chapter is revised to update the average monthly statewide cost of nursing facility services. The average monthly statewide cost of nursing facility services is used to determine the penalty period for transfer of assets. The average cost of nursing facility services for state fiscal year 2025 is \$2,842.75 per month or \$290.88 per day. This revision also updates style and formatting throughout.

Effective Date

July 1, 2024.

Material Superseded

Remove the following pages from Employees' Manual, Title 8, Chapter D, and destroy them:

<u>Page</u>	<u>Date</u>
Title Page	March 31, 2023
Contents 1-3	March 8, 2024
1-4	March 31, 2023
5-18	March 8, 2024
19-27	March 31, 2023
28	March 8, 2024
29-33	March 31, 2023
34	March 8, 2024
35-46	March 31, 2023
47	March 8, 2024
48-57	March 31, 2023
58	March 8, 2024
59-68	March 31, 2023
69	March 8, 2024
70-97	March 31, 2023
98	March 8, 2024
99-103	March 31, 2023

Additional Information

Refer questions about this general letter to your area income maintenance administrator.