Overview of Hospital Presumptive Eligibility

As required under the Affordable Care Act, the Health Care Authority (HCA) has established guidelines and standards for implementing the Hospital Presumptive Eligibility (HPE) program. Participating hospitals must agree to the requirements in this policy.

HCA policy goals

- Provide a pathway to regular Apple Health coverage.
- Expand Apple Health eligibility training to hospital staff.
- Implement HPE as a safety net to ensure appropriate access to care by eligible populations.

Eligible populations

The following populations may be eligible for temporary Apple Health coverage under the HPE program:

- Children under age 19 (up to 215% of the federal poverty level (FPL) at no cost

- Children under age 19 (up to 317% FPL) – premium-based coverage

- Parents and caretaker relatives (up to 138% FPL)

- Adults age 19-64 without Medicare (up to 138% FPL)

- Pregnant individuals (up to 215% FPL)

- Individuals who qualify for Family Planning Services (up to 265% FPL)

- Former foster care children

Eligibility requirements

In addition to the monthly income limits, individuals must meet citizenship and state residency requirements. Individuals applying for HPE must attest to:

- Meeting citizenship requirements, including the five-year bar for non-citizens.
- Washington State residency.

HPE eligibility period

Federal regulation defines the HPE period:

- The HPE period begins on the date the HPE determination is made.

- HPE ends on the last day of the month following the HPE determination, if a regular application is not completed and submitted by that date.

- If a regular application is submitted before the last day of the second month, HPE ends on the date the eligibility determination is made for regular coverage.

- HPE coverage is allowed only once every 24 months.

Hospital qualifications

A qualified HPE Hospital is one that:

- Is a Washington State Apple Health provider and operates within the state of Washington.

- Notifies HCA of its election to make HPE determinations according to state and federal program regulations.

- Signs a Hospital Presumptive Eligibility Agreement to make HPE determinations consistent with HCA policies and procedures.

- Assists individuals in completing and submitting a regular Apple Health application and in understanding any documentation requirements for full coverage.

- Has not been disqualified by HCA in accordance with HPE policy.

- Provides HPE application assistance to the community, including individuals not in need of hospital services.

- Agrees to be listed on the HCA website as a qualified site for HPE application assistance services.

How to become an HPE provider

Hospitals that want to become an HPE provider must designate one or more of its employees to complete the HCA community-based training and apply for system access as a Volunteer Assister in **Washington Healthplanfinder**. This training is available online through **HCA's support portal**. Successful completion of the training and related testing is a part of the requirements to receive access to the web portal.

Other requirements include completing:

- HCA registration form that identifies the entity (the hospital) with which the individual (the employee) is associated.

- Health Benefit Exchange User Agreement.

- Washington State Patrol background check.

Access provides community partners with the ability to view applications in Washington Healthplanfinder for up to 30 days for each individual assisted with applying for health care coverage.

Hospitals interested in becoming an HPE provider should have every individual designated to process HPE:

- Complete the six-module online training, and

- Email **HCA Volunteer Assisters** with the subject line of "Hospital Presumptive Eligibility Provider Participation" to request the assessment test.

Once the individual has been granted enhanced access in Healthplanfinder the individual must:

- Notify HCA at through **HCA's support portal** that they are ready to complete the HCA training on the Hospital Presumptive Eligibility (HPE) temporary Apple Health program.

Once all training is complete, the hospital may finalize their participation in the HPE program by registering its participation with HCA by completing a request through **HCA's support portal**. They will be contacted by the HPE program manager to review and sign the required HPE agreement form. Each designated staff member will need to establish a Secure Access Washington (SAW) user account to ensure secure communication with HCA.

HPE provider reimbursement

There is no reimbursement for completing HPE determination or for assisting an individual with a regular Apple Health application. Qualified hospitals or other contracted providers that provide health care services to individuals approved for HPE must submit claims as normally done and will be reimbursed on a fee- for-service basis at the current payment rates.

Process for submitting an HPE application

Step 1

For each HPE applicant, create an application in **Washington Healthplanfinder**.

Note: If the applicant is unable to provide the necessary information to submit a regular application, the HPE provider must at least enter the individual's name and birthdate to obtain an application ID number. Otherwise, continue the application in Washington Healthplanfinder, and in most cases, receive a real- time determination of eligibility for regular Apple Health is as little as the 15 minutes it takes to complete the online questions.

Step 2

If unable to complete a regular application in the Washington Healthplanfinder, ask only the minimum set of questions required to complete an HPE determination, and do not require documentation of the information attested to by the individual who is applying for coverage. In addition to providing information about household size and income, the individual must attest to meeting citizenship and state residency requirements for HPE, which are the same as those for regular Apple Health.

Step 3

Use the **HPE Income and Household Size Worksheet** to determine whether the individual is eligible for temporary Apple Health coverage.

Step 4

Give those who are determined eligible for HPE coverage a completed copy of the HPE Notice of Approval Form (12-071, 8/14).

- Provide them with information on when their temporary coverage will end and the options they have to complete a full application for regular Apple Health coverage.

- Within five days of making the HPE determination, use **HCA's support portal** to complete and submit the **Determination of Presumptive Eligibility for Temporary Apple Health**, which HCA will use to input the HPE eligibility segment into its ProviderOne payment system.

- Give those who are determined not eligible for HPE coverage a completed copy of the HPE Notice of Denial Form (12-072, 8/14).

- Indicate on the form why they are not eligible for coverage and how to apply for regular coverage, should they choose to do so in the future.

Step 5

Maintain a copy of the **Notice of Approval** (12-071, 8/14) or **Denial** (12-072, 8/14) and the **HPE Income and Household Size Worksheet** in your HPE files for at least three years.

Note: HCA community partners with enhanced access may also view information stored in the individual's complete or partial application for 30 days after entry.

- HPE providers are strongly encouraged to assist an individual with the completion of a regular application for Apple Health coverage and can take advantage of the Healthplanfinder to help them track their progress toward doing so.
- Each partner may access a dashboard within the web portal that helps them track each application they enter in the system.

Step 6

Collect and report on a quarterly basis the HPE baseline data to assist HCA in developing and implementing program quality standards. Baseline data include:

- The number of HPE applications submitted.

- The proportion of individuals approved for HPE that completed and submitted an application for regular Apple Health coverage.

- The proportion of individuals approved for HPE that completed and submitted an application for Apple Health coverage who are later determined eligible for full ongoing benefits.

- The accuracy of the hospital's determination that applicants do not already have Apple Health coverage.

HCA will use reports submitted by HPE providers and information that is maintained in Washington Healthplanfinder for each partner's application activity to assist in the collection of baseline data and to facilitate auditing functions.

Given that criteria from current HPE states are either inconsistent or otherwise not proven, HCA will collect and require hospitals to collect baseline data for up to 12 months to determine effective criteria.

Initial standards will be attached to data collection and reporting and will require 100 percent compliance from any hospital that wishes to continue as a qualified HPE determination entity.