



# Medical Programs IEVS Wage Process

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<b>Description</b>	This document is a process guide for CBMS users, instructing them on the automated business posting of the data received through the Income Eligibility Verification System (IEVS) Wage and the use of the data for Medical benefit eligibility determination.	
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## 1.0 Overview

### General Information

CBMS is being modified to allow self-declaration of income for Medical programs and to post IEVS Wage Data on a monthly basis to Interactive Interview for households receiving Medical Benefits. The IEVS Wage Data will be posted only if an IEVS Wage discrepancy is determined. If the difference between the client's reported earned income is greater or less than the IEVS Wage Data by \$750 and the client is participating in a Medical Program, the IEVS Wage Data will be posted to the Interactive Interview pages. If the client is also participating in a non-Medical Program, the Wage Discrepancy will be posed to the IEVS Discrepancy window for resolution.

This change is required by *Colorado Revised Statute 25.5-4-205(3)(b)(I)(A)*. Medical Programs policy in *Staff Manual Volume 8, at 8.100.4.B.2.c* requires HCPF to verify earned income records through the Colorado Department of Labor and Employment (CDLE) wage data. This verification is to be completed using the federally mandated Income and Eligibility Verification System (IEVS). Instead of creating the discrepancy record for Medical cases, the policy requires the CDLE reported wage data to be posted into the CBMS eligibility track for use in determining eligibility. The IEVS Wage income is verified as received for Medical programs as per the statute and policy.

## 2.0 Summary of Changes

### General Information

The changes to the IEVS Wage discrepancy process, effective 9/1/2011, are as follows:

1. For all Programs that use the IEVS Wage Discrepancy process, the Wage Request and Response files will contain the Quarter/Year wage data that is four months prior to run month. That is, for the IEVS discrepancy process run month of September 2011, the Wage Date Quarter/Year that will be used is 2/2011 (April, May, and June of 2011). The Wage Quarter/Year that is requested is run month minus four months. For September 2011, this equals May 2011, which is in the second quarter of the year.
2. If an IEVS Wage Discrepancy is determined for the Medical Programs of Adult Medical, Family Medical, Long Term Care, Child Health Plan *Plus* (CHP+), and Medicare Savings, instead of the IEVS Wage Discrepancy record, the IEVS Wage Data will be posted to the Earned Income pages in Interactive Interview. If the individual for whom the IEVS Wage Discrepancy is also a member of a Cash Assistance or Food Assistance case (Food Assistance, Colorado Works, or Adult Financial) while the Wage Data is posted to the Earned Income pages, the IEVS Wage Discrepancy will be created and assigned to the Cash Assistance or Food Assistance worker.
3. When an IEVS Wage Data record is posted to the earned income pages in Interactive Interview, a Speed Letter will be generated advising the Medical case/client that the IEVS Wage Data will be used in place of the client reported wage data.
4. The participating Medical programs will use the IEVS Wage Data in place of the client reported earned income data to determine eligibility. Self Employment income will continue to be used. The Cash Assistance or Food Assistance programs will exempt the IEVS Wage Data.
5. All programs, Medical, Cash Assistance, and Food Assistance have been updated to accept

the **Verification Source** values for the IEVS Wage records. An II Verification Checklist will not be generated by the IEVS Wage Data records.

6. Medical programs will accept **Client Statement** as a valid **Verification Source** for Earned Income records if the individual has an SSN on the Individual Demographic page. If the individual whose Earned Income record contains a **Verification Source** of **Client Statement** does not have an SSN entered on the Individual Demographics page, a **Verification Checklist** will be generated with Earned Income included.
7. An alert will be generated when an IEVS Wage Data record is posted to the Earned Income pages in Interactive Interview.
8. Three new CBMS reports for the Medical Programs IEVS Wage Data process are created.



### 3.0 IEVS Wage Data Discrepancy Process Match Period

#### Process Information

The CBMS IEVS Wage Data Discrepancy process match period has changed. CDLE assured CBMS that, due to technology innovations made, the Wage Data that are now available are the data from the prior quarter. CBMS has changed the IEVS Wage Data request process to request Wage Data quarter using the following calculation:

Current month minus four months to determine the Wage Request quarter/year and the match period quarter/year.

The following table identifies the Wage Data Request quarter/year and the CBMS Match Period Months that will be used effective 9/1/2011:

Month	Request Quarter/Year	CBMS Match Period Months
September 2011	02/2011	4/1/2011 – 6/30/2011
October 2011	02/2011	4/1/2011 – 6/30/2011
November 2011	03/2011	7/1/2011 – 9/30/2011
December 2011	03/2011	7/1/2011 – 9/30/2011
January 2012	03/2011	7/1/2011 – 9/30/2011
February 2012	04/2011	10/1/2011 – 12/31/2011
March 2012	04/2011	10/1/2011 – 12/31/2011
April 2012	04/2011	10/1/2011 – 12/31/2011
May 2012	01/2012	1/1/2012 – 3/31/2012
June 2012	01/2012	1/1/2012 – 3/31/2012
July 2012	01/2012	1/1/2012 – 3/31/2012
August 2012	02/2012	4/1/2012 – 6/30/2012

This table provides a year's timeline of the IEVS Wage Request quarter/year and CBMS Match Period months as a guide.

The selection criteria for individuals to be included in the IEVS data match has not changed. Please refer to the ***CBMS Income and Eligibility Verification System (IEVS) Processing Guide*** for the selection criteria.



## 4.0 IEVS Wage Discrepancy Result

The CBMS IEVS Wage discrepancy process will continue to match the IEVS Wage Data against the CBMS Match Period Months. If there is a difference between IEVS data and CBMS data that is plus or minus over \$750 for the quarter, a discrepancy has occurred.

For the Cash Assistance and Food Assistance programs, an IEVS Wage Discrepancy record will be created and posted to the IEVS Wage Discrepancy window. Please refer to the ***CBMS Income and Eligibility Verification System (IEVS) Processing Guide*** for the information on this process.

For the Medical programs, the IEVS Wage Data will be posted to the Interactive Interview Employment History page, Earned Income page, and Income Received page for use in the eligibility determination process.

All Medical program case members, whether the individual is requesting aid or not, or receiving aid or not, will have the IEVS Wage Data posted to the Interactive Interview pages. The Medical Decision Tables will use the IEVS Wage Data as appropriate according to policy.

If the CBMS IEVS Wage discrepancy process determines there is no difference or the difference is less than \$750, an IEVS Wage Discrepancy will not be created, and the IEVS Wage Data record will not be posted to Interactive Interview.



## 5.0 Employment History Page

### General Information

At the time an IEVS Wage Discrepancy is determined for an individual included in Adult Medical, Family Medical, Long Term Care, CHP+, or Medicare Savings case, the IEVS Wage Data used for the IEVS Wage Discrepancy match will automatically add new information or update current information for the Employment History page for that individual.

The tables below discuss and display both the insert and update process for an IEVS Wage Data record.

The screenshot displays the 'Employment History' page in the Colorado Benefits Management System. The page includes a navigation menu on the left with categories like 'Special Indicators' and 'Interactive Interview'. The main content area features a search bar for 'Application ID', a dropdown for '\*Name:', and a 'Summary' table with the following data:

Employer Name	Monthly Amount Earned	Effective Begin Date	Effective End Date
	\$100.00	02/15/2011	
	\$0.00	10/01/2010	10/31/2010
	\$76.00	01/01/2011	
	\$1,900.00	11/01/2010	
	\$2,011.00	01/01/2011	

Below the table is an 'Add' button. The 'Detail' section includes fields for '\*Effective Begin Date:' (01/01/2011), '\*Effective End Date:' (MM/DD/YYYY), '\*Self-Employed:' (Yes/No), and 'Farming:' (Yes/No). At the bottom, there are tabs for 'Earned Income', 'Self Employment Income', 'Voluntary Striker', and 'Employment Info'.

CBMS Web Application

Colorado Benefits Management System

Search Application ID [ ] GO

Navigation

- Special Indicators
- Interactive Interview
  - Absent Parent
  - Accident Liability
  - Additional Interview Questions
  - Authorized Representative
  - Case Individual
  - Case Information
  - Case Special Indicators
  - Case Special Needs/Other Assistance
  - Case Questions
  - Case Wrap Up
  - CHP+ MCO/HMO
  - Colorado Disaster Food Assistance
  - Conviction/Parole
  - Data Conflict
  - Diversion Details
  - Employability Details
  - Employment History
  - Estate Recovery
  - Expense Details
  - Funeral/Burial/Cremation
- My Favorites
- Application / Case Info

### Employment History

**Detail**

**\*Effective Begin Date:** 01 01 2011 **Effective End Date:** MM DD YYYY

**\*Self-Employed:**  Yes  No

**Farming:**  Yes  No

**Occupation:** Other **Employment Type:** Permanent (over 90)

**Monthly Amount Earned:** \$ 2011 .00 **Estimated Average Hrs/Week:** 35 .00

**Employer Information**

**\*Begin Date:** 01 01 2011 **End Date:** MM DD YYYY

**\*Name:** [REDACTED] **FEIN:** [REDACTED]

**Email Address:** [REDACTED] **Telephone #:** [REDACTED] x [REDACTED]

**\*Verification:** Received. **\*Source:** WAGE-CDLE Interface

History | Earned Income | Self Employment Income | Voluntary Striker | Employment Info

CBMS Web Application

Colorado Benefits Management System

Search Application ID [ ] GO

Navigation

- Special Indicators
- Interactive Interview
  - Absent Parent
  - Accident Liability
  - Additional Interview Questions
  - Authorized Representative
  - Case Individual
  - Case Information
  - Case Special Indicators
  - Case Special Needs/Other Assistance
  - Case Questions
  - Case Wrap Up
  - CHP+ MCO/HMO
  - Colorado Disaster Food Assistance
  - Conviction/Parole
  - Data Conflict
  - Diversion Details
  - Employability Details
  - Employment History
  - Estate Recovery
  - Expense Details
  - Funeral/Burial/Cremation
- My Favorites
- Application / Case Info

### Employment History

**\*Verification:** Received. **\*Source:** WAGE-CDLE Interface

**Employment Termination**

**Reason:** [REDACTED] **Verification:** [REDACTED] **Source:** [REDACTED]

**\*Date Reported:** 07 25 2011 **\*Date Verified:** 07 25 2011

**Address**

Delivery Address  Rural Route Address  PO Box Address  General Delivery Address

**Address Information**

**Number:** [REDACTED] **Pre:** [REDACTED] **Street Name:** [REDACTED]

**Suffix:** [REDACTED] **Post:** [REDACTED] **Unit Type:** [REDACTED]

**Unit #:** [REDACTED] **Rural Route #:** [REDACTED] **PO Box:** [REDACTED]

**City:** [REDACTED] **State:** Kentucky **Zip:** [REDACTED]

History | Earned Income | Self Employment Income | Voluntary Striker | Employment Info



Field Information	
Field Name	Description
Individual	Individual for whom the IEVS Wage Data are posted.

Field Information	
Field Name	Description
<b>Summary Record – All</b> Employer records will be listed.	
Employer Name	Name of the Employer from IEVS Wage Data record.
Monthly Amount Field	Amount of the quarterly Wage Amount on the IEVS Wage Data record divided by three. Cents will be dropped – only whole dollars will be displayed.
Effective Begin Date	The first day of the first month of the quarter on the IEVS Wage Data record.
Effective End Date	<ul style="list-style-type: none"> <li>▪ Blank – CBMS will not end date the Employer record that is posted by the IEVS Wage interface.</li> <li>▪ Date manually entered.</li> </ul>

Field Information	
Field Name	Description
<b>Detail Record – Displays</b> the details for the Summary Record highlighted.	
Effective Begin Date	The first day of the first month of the quarter on the IEVS Wage Data record.
Effective End Date	Blank – CBMS will not end date the Employer record that is posted by the IEVS Wage interface.
Date Reported	The date the IEVS Wage Data record was posted.
Date Verified	The date the IEVS Wage Data record was posted.
Self-Employed	No
Farming	No
Occupation	Other - A new valid value created for the IEVS Wage interface.
Employment Type	Permanent
Estimated Average Hrs/Week	35
Begin Date	The first day of the first month of the quarter on the IEVS Wage Data record.
End Date	Blank – CBMS will not end date the Employer record that is posted by the IEVS Wage interface.
Name	Name of Employer from the IEVS Wage Data record.
FEIN	Federal Employer Identification Number from the IEVS Wage Data record.
Email Address	Blank
Telephone #	Blank
Verification	Received
Source	CDLE – A new valid value created for the IEVS Wage interface.
Address Type	Mailing Address
Number	Address data from the IEVS Wage record
Pre	Address data from the IEVS Wage record



Field Information	
Field Name	Description
Street Name	Address data from the IEVS Wage record
Suffix	Address data from the IEVS Wage record
Post	Address data from the IEVS Wage record
Unit Type	Address data from the IEVS Wage record
Unit #	Address data from the IEVS Wage record
Rural Route #	Address data from the IEVS Wage record
PO Box	Address data from the IEVS Wage record
City	Address data from the IEVS Wage record
State	Address data from the IEVS Wage record
Zip	Address data from the IEVS Wage record
Zip4	Address data from the IEVS Wage record
County	Address data from the IEVS Wage record
In Care Of	Address data from the IEVS Wage record
Reason	Blank - CBMS will not end date the Employer record that is posted by the IEVS Wage interface. No reason will be posted.
Verification	Blank
Source	Blank

Automated Posting Rules
<p>The following process will be completed each time an IEVS Wage Data record is to be posted to the Employment History page:</p> <p>Determining if the Employer is known - The IEVS Wage interface will match the Employer FEIN number to determine if the Employer record has been posted by the IEVS Wage interface.</p> <ul style="list-style-type: none"> <li>▪ If there is a match and it is determined that the Employer record was originally posted by the IEVS Wage Interface and the Employment History page is not effective end dated, then the Employment History page is not updated.</li> <li>▪ If there is a match and the Employer record was originally posted by the IEVS Wage Interface and the Employment History page is effective end dated, a new Employment History page will be added using the IEVS Wage Data record.</li> <li>▪ If there is a match and the Employer record was not originally posted by the IEVS Wage Interface, a new Employment History page will be added using the IEVS Wage Data record.</li> <li>▪ If there is no match, the interface will insert a new Employment History record using the IEVS Wage Data record.</li> </ul>

Manual Update Edits
<p>The following are the page edits for manual update of a IEVS Wage interface posted Employment History record:</p> <ol style="list-style-type: none"> <li>1. The record cannot be deleted.</li> <li>2. The record can be effective end dated as follows: <ul style="list-style-type: none"> <li>▪ Entry of an <b>Effective End Date</b> that equals the <b>Effective Begin Date</b> will set the record not to be used by Decision Tables.</li> <li>▪ Entry of an <b>Effective End Date</b> that equals the end of a Quarter will set the record to</li> </ul> </li> </ol>



be used by the Decision Tables for the time period of the **Effective Begin Date** through the **Effective End Date**.

- No other **Effective End Date** can be entered.

3. All other data entered by the IEVS Wage interface are not available to edit or delete.

### **Results**

If an **Effective End Date** is entered on the Employment History Page, the same **Effective End Date** will automatically post to the attached Income Details page and the Income Received Details page.

If an entered **Effective End Date** is removed, a manual update to remove the **Effective End Date** on the Income Details page and the Income Received Details page will need to be completed.



## 6.0 Income Details Page

### General Information

At the time an IEVS Wage Discrepancy is determined for an individual included in Adult Medical, Family Medical, Long Term Care, CHP+, or Medicare Savings case, the IEVS Wage Data used for the IEVS Wage Discrepancy match will automatically add new information or update current information for the Employment History page for that individual.

Consequently, the IEVS Wage interface may add new information on the Income Details page that is attached to the Employment History page.

The tables below discuss and display both the insert and update process for an IEVS Wage Data record.

The screenshot displays the 'Earned Income' section of the CBMS Web interface. It features a 'Summary' table and a 'Detail' form.

Type	Frequency	Effective Begin Date	Effective End Date
WAGE - CDLE	Quarterly	01/01/2011	

The 'Detail' form includes the following fields:

- \*Effective Begin Date:** 01 | 01 | 2011
- Effective End Date:** MM | DD | YYYY
- \*Type:** WAGE - CDLE
- \*Frequency:** Quarterly
- # of Days Worked/Month:** [ ]
- \*Date Reported:** 07 | 25 | 2011

At the bottom of the interface, there are buttons for 'Income Received' and 'Income Expenses', along with a printer icon.

CBMS Web - Earned Income

Earned Income

Detail

\* Effective Begin Date: 01 01 2011      Effective End Date: MM DD YYYY

\* Type: WAGE - CDLE      \* Frequency: Quarterly      # of Days Worked/Month:

\* Date Reported: 07 25 2011

Income Received      Income Expenses

Field Information	
Field Name	Description
Individual	Individual for whom the IEVS Wage Data are posted.

Field Information	
Field Name	Description
Select Income Category Record	
Category	Earned
Employer Name	Name of the Employer from IEVS Wage Data record.

Field Information	
Field Name	Description
Summary Record – All Earned Income records for the Employer will be listed	
Type	WAGE – CDLE – A new valid value created for the Wage Date interface.
Frequency	Quarterly
Effective Begin Date	The first day of the first month of the quarter on the IEVS Wage Data record.
Effective End Date	<ul style="list-style-type: none"> <li>Blank – CBMS will not end date the Employer record that is posted by the IEVS Wage interface.</li> <li>Date manually entered or system entered by <b>Effective End Date</b> entry on Employment History page.</li> </ul>



Field Information	
Field Name	Description
<b>Detail Record</b> – Displays the details for the Summary Record highlighted.	
<b>Effective Begin Date</b>	The first day of the first month of the quarter on the IEVS Wage Data record.
<b>Effective End Date</b>	Blank – CBMS will not end date the Employer record that is posted by the IEVS Wage interface.
<b>Date Reported</b>	The date the IEVS Wage Data record was posted.
<b>Type</b>	WAGE – CDLE – A new valid value created for the Wage Date interface.
<b>Frequency</b>	Quarterly
<b># of Days Worked/Month</b>	Blank

Automated Posting Rules
<p>The following process will be completed each time an IEVS Wage Data record is to be posted to the Income Details page that is attached to the Employment History page:</p> <ul style="list-style-type: none"> <li>▪ If the Employment History record page is not added by IEVS Wage interface, a new Income Details page is not added.</li> <li>▪ If the Employment History record page is added by IEVS Wage interface, a new Income Details page is added.</li> <li>▪ If the Income Details page is effective end dated and an IEVS Wage Data record is received, the Income Details page will be added.</li> </ul> <p>Reference <b>Section 5.0, Employment History Page</b>, of this document for the Employment History page addition/update rules.</p>

Manual Update Edits
<p>The following are the page edits for manual update of a IEVS Wage interface posted Income Details record:</p> <ol style="list-style-type: none"> <li>1. The record cannot be deleted.</li> <li>2. The record can be effective end dated as follows: <ul style="list-style-type: none"> <li>▪ Entry of an <b>Effective End Date</b> that equals the <b>Effective Begin Date</b> will set the record not to be used by Decision Tables.</li> <li>▪ Entry of an <b>Effective End Date</b> that equals the end of a Quarter will set the record to be used by the Decision Tables for the time period of the <b>Effective Begin Date</b> through the <b>Effective End Date</b>.</li> <li>▪ No other <b>Effective End Date</b> can be entered.</li> </ul> </li> <li>3. All other data entered by the IEVS Wage interface are not available to edit or delete.</li> </ol> <p><b>Results</b>  If an <b>Effective End Date</b> is entered on the Employment History Page, the same <b>Effective End Date</b> will automatically post to the attached Income Details page, and the Income Received Details page.</p> <p>Entry of an <b>Effective End Date</b> on the Income Details page will update the Income Received Details page. If the <b>Effective End Date</b> on the Income Details page is deleted, it will update</p>



the Income Received Details page and removed the End Date.

If an entered **Effective End Date** is removed from the Employment History page, a manual update to remove the **Effective End Date** on the Income Details page will need to be completed.



## 7.0 Income Received Details Page

### General Information

At the time an IEVS Wage Discrepancy is determined for an individual included in Adult Medical, Family Medical, Long Term Care, CHP+, or Medicare Savings case, the IEVS Wage Data used for the IEVS Wage Discrepancy match will automatically add new information or update current information for the Employment History page for that individual.

Consequently, the IEVS Wage interface may add new information on the Income Details page and the Income Received Details page that are attached to the Employment History page. The IEVS Wage interface will add new information on the Income Received Details page for additional quarter of data received.

The tables below discuss and display both the insert and update process for an IEVS Wage Data record.

CBMS Web - Income Received Details

### Income Received Details

**Summary**

Income Type	Date Received	Gross Amount	Pay Period Begin Date	Pay Period End Date
Representative	01/01/2011	\$6,034.92	01/01/2011	

**Detail**

**\* Check Type:**

Representative  Not Representative  
 Estimated  Not Paid

**Pay Period**

**\* Begin Date:** [ ] [ ] [ ] [ ] [ ] [ ] **End Date:** [ ] [ ] [ ] [ ] [ ] [ ] **\* FA Use Month:** [ ] [ ] [ ] [ ] [ ] [ ]

**Transfer of Income**

CBMS Web - Income Received Details

**Income Received Details**

\*Begin Date: 01 | 01 | 2011      End Date: MM | DD | YYYY      \*FA Use Month: 07 | 2011

Total # of Hours Worked: 35 . 00      \*Date Received: 01 | 01 | 2011

\*Gross Amount: \$ 6034 . 92      Year to Date Total: \$ 0 . 00

Lump Sum:  Yes  No      Report Date: MM | DD | YYYY      Unavailable:  Yes  No

\*Verification: Received.      \*Source: CDLE

\*Date Reported: 07 | 25 | 2011      Date Verified: 07 | 25 | 2011

Transfer of Income

Field Information	
Field Name	Description
<b>Summary Record – All</b> Earned Income records for the Income Type will be listed	
Type	Representative
Date Received	The first day of the first month of the quarter on the IEVS Wage Data record.
Gross Amount	Wage Amount on the IEVS Wage Data record.
Pay Period Begin Date	The first day of the first month of the quarter on the IEVS Wage Data record.
Pay Period End Date	<ul style="list-style-type: none"> <li>▪ Blank – If the record is being initially added.</li> <li>▪ The last day of the final month of the quarter if the IEVS Wage interface has added a new quarter of data.</li> <li>▪ Date system entered by <b>Effective End Date</b> entry on Earned Income page or Employment History page.</li> </ul>

Field Information	
Field Name	Description
<b>Detail Record –</b> Displays the details for the Summary Record highlighted	
Check Type	Representative
Begin Date	The first day of the first month of the quarter on the IEVS Wage Data record.



Field Information	
Field Name	Description
<b>Detail Record</b> – Displays the details for the Summary Record highlighted	
<b>End Date</b>	<ul style="list-style-type: none"> <li>▪ Blank – If the record is being initially added.</li> <li>▪ The last day of the final month of the quarter if the IEVS Wage interface has added a new quarter of data, or An <b>Effective End Date</b> has been entered either on the Employment History page or the Earned Income page.</li> </ul>
<b>Date Reported</b>	The date the IEVS Wage Data record was posted.
<b>Date Verified</b>	The date the IEVS Wage Data record was posted.
<b>FA Use Month</b>	Blank – The Earned Income Type will not be used by Food Assistance.
<b>Total # of Hours Worked</b>	Blank
<b>Date Received</b>	The first day of the first month of the quarter.
<b>Gross Amount</b>	Wage Amount on the IEVS Wage Data record.
<b>Year to Date Total</b>	Blank
<b>Lump Sum</b>	No
<b>Report Date</b>	Blank
<b>Unavailable</b>	Blank
<b>Verification</b>	Received
<b>Source</b>	CDLE – A new valid value created for the IEVS Wage interface.

### Automated Posting Rules

The following process will be completed each time an IEVS Wage Data record is to be posted to the Income Received Details page that is attached to the Employment History page:

- If the Employment History record page and the Earned Income Detail page are not added by IEVS Wage interface, a new Income Received Details page is not added.
- If the Employment History record page and the Earned Income Details page are added by IEVS Wage interface, a new Income Received Details page is added.
- If a different quarter of data are received for the same Employer, the previous quarter's Income Received Detail record will be updated with an end date (**Pay Period End Date**). A new Income Received Details record will be added for the new quarter's IEVS Wage data.
- If the Income Received Details page is effective end dated and an IEVS Wage Data record is received, the Income Received Details page will be added.

Reference **Section 5.0, Employment History Page** of this document for the Employment History page addition/update rules.

### Manual Update Edits

The following are the page edits for manual update of an IEVS Wage interface posted Employment History record:

1. The record cannot be deleted.
2. The record cannot be end dated.
3. All other data entered by the IEVS Wage interface are not available to edit or delete.

### Results



If an **Effective End Date** is entered on the Employment History Page, the same **Effective End Date** will automatically post to the attached Income Details page and the Income Received Details page.

Entry of an **Effective End Date** on the Income Details page will update the Income Received Details page.

If an entered **Effective End Date** is removed from the Employment History page, a manual update to remove the **Effective End Date** on the Income Details page and the Income Received Details page will need to be completed.



## 8.0 IEVS Wage Speed Letter

### General Information

At the time an IEVS Wage Data record is added to the Income Received Details page, a *Speed Letter* will be generated in nightly batch and mailed. This *Speed Letter* notifies the client/household that the income reported by the Colorado Department of Labor and Employment will be used for eligibility determination.

A copy of the *Speed Letter* is displayed below.



# STATE OF COLORADO

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TO : [REDACTED]

FROM : [REDACTED]

DATE : 07/26/2011

We received a report that your income is different than the income you reported to us.

We will check your eligibility for Medical Assistance using the income reported by the Colorado Department of Labor and Employment. This may change your eligibility status. A separate letter will be sent notifying you of any change in eligibility.

The information reported from the Colorado Department of Labor and Employment was:

\$ 6034.92

for the time period of:

01/01/2011 to 03/31/2011

The income was reported by [REDACTED].

If you do not agree with the income reported from the Colorado Department of Labor and Employment, you can send in all verification of your income for the time period reported above and current verification of your income.

If you have any questions, please contact me at the phone number listed above.

Thank you.



## 9.0 New IEVS Wage Data Alert

### General Information

At the time an IEVS Wage Data record is posted into Interactive Interview for an individual, an Alert will be sent to the worker. The Alert states, *CDLE Wage data has been posted to the earned income windows*. The Alert will be removed by the worker entering **Resolved** or 10 calendar days from the generation of the Alert. The **Go To** button on the Alert will take the worker to the Employment History page in Interactive Interview.

The screenshot shows a web application window titled "Resolve Case Alert". The interface includes several sections:

- Case:** Number (redacted), Name (redacted), Status: Open, Status Date: 01/07/2010, Pending Alerts: 5, WP [Y/N]: N.
- Individual:** Name (redacted).
- Alert Details:**
  - Date Created: 07/25/2011, Due Date: 07/25/2011
  - Priority: Medium, Category: Informational
  - Program Group: Family Medical Assistance
  - Title: Individual's Wage posted by CDLE
  - Description: CLDE Wage data has been posted to the earned income windows.
- Resolution:** Reason (dropdown menu), Date: 00/00/0000

### Field Information

Field Name	Description
<b>Alert Details</b>	
<b>Date Created</b>	The date the <b>Alert</b> was created.
<b>Due Date</b>	The date the <b>Alert</b> is to be resolved. For IEVS Wage Data interface, it is the same date as the <b>Date Created</b> .
<b>Priority</b>	Medium
<b>Category</b>	Informational
<b>Program Group</b>	The active case program group selected for the IEVS Wage Data interface Medical program.
<b>Title</b>	Individual's Wage posted by CDLE.



<b>Field Information</b>	
<b>Field Name</b>	<b>Description</b>
<b>Description</b>	CDLE Wage data has been posted to the earned income windows.



## 10.0 IEVS Wage Data Eligibility Determination Use

### General Information

The IEVS Wage Data posted by the interface in Interactive Interview will be used by Decision Tables to determine eligibility as follows:

- Food Assistance will exempt the **Income Type** of **WAGE-CDLE** that is entered by the IEVS Wage interface.
- Colorado Works will exempt the **Income Type** of **WAGE-CDLE** that is entered by the IEVS Wage interface.
- Adult Financial will exempt the **Income Type** of **WAGE-CDLE** that is entered by the IEVS Wage interface.
- Medicaid Programs will use the **Income Type** of **WAGE-CDLE** that is entered by the IEVS Wage interface. See description below.
- CHP+ will use the **Income Type** of **WAGE-CDLE** that is entered by the IEVS Wage interface. See following description.

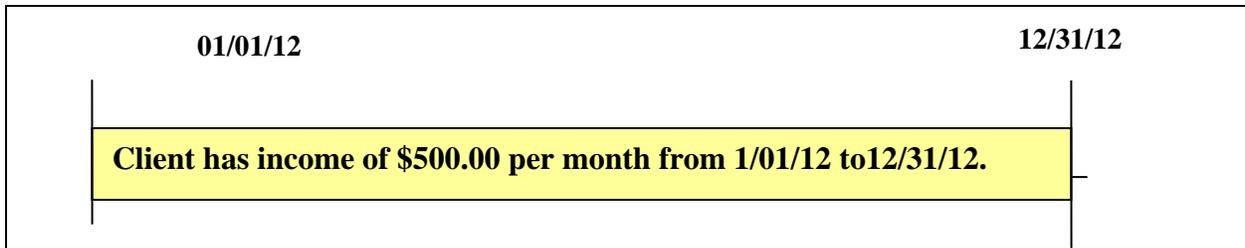
### Medicaid Programs Decision Table Changes

The following provides a description of the Decision Table changes for the Medicaid Program's use of the IEVS Wage Data:

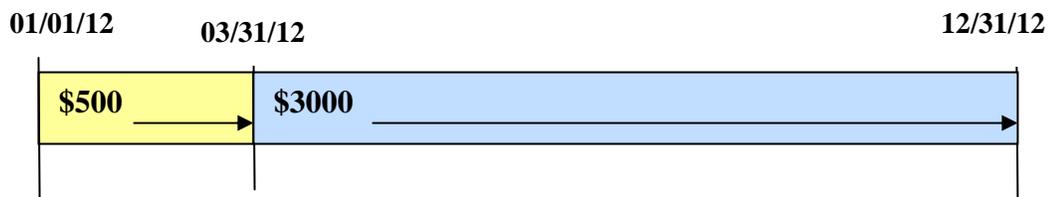
- At the time an IEVS Wage Data record is posted to Interactive Interview, a case data change trigger is to run EDBC during the next nightly batch.
- If a Medicaid case has manually entered Earned Income and IEVS Wage Data earned income, the Medicaid Decision Tables will only use the IEVS Wage Data earned income to determine eligibility. Self-Employment Income will continue to be used.
- The Medicaid Decision Tables will continue to use the IEVS Wage Data earned income record until the records are effective end dated.
- The IEVS Wage Data earned income will persist until the records are effective end dated.
- Because the IEVS Wage Data earned income is reported on a quarterly basis, the Medicaid Decision Tables will use the Quarterly Earned Income amount and divide by three to determine the monthly amount. There is no consideration for irregular earned income. That is, if a client started or ended a job mid quarter, the quarterly amount will still be divided by three for eligibility determination. **Note:** The IEVS Wage Data record does not contain employment end dates.
- Use of the IEVS Wage Data record occurs during ongoing and RRR modes.
- 10 day noticing rules apply. If an IEVS Wage Data record causes a discontinuation due to excess income, even though the IEVS Wage Data is a prior quarter's information, the discontinuation is to take effect after 10 day noticing has passed. That is, when the entry occurs on the last day of the month, the discontinuation would be effective the end of the next month.

#### Examples:

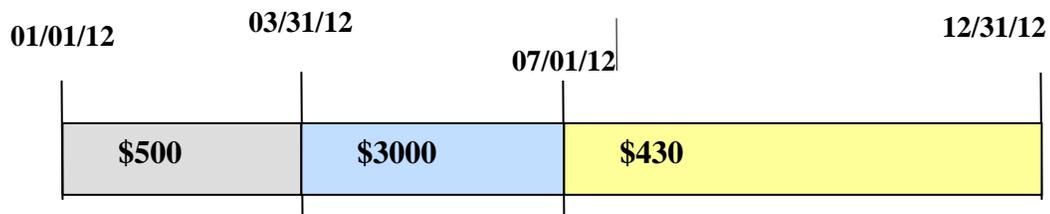
Client provides the eligibility worker with a monthly check stub to verify employment for the month of 01/2012 at ABC Company at \$500.00 per month:



On July 31, 2012, the interface posts a new employer with **Type WAGE-CDLE** with client earning **\$9,000** during the first quarter of 2012 at the ABC Company. The client is determined over income by the Decision Tables. Ten day noticing would apply and the case would be denied for over income beginning **09/01/12**. The existing termination notice would be sent to the client.



On August 15, 2012, the client provides a monthly check in the amount of **\$430.00** from ABC Company, received in the month of July 2012. The case is rescinded. The **WAGE-CDLE** would have an **Effective End Date** of **06/30/12** entered by the eligibility worker. The eligibility worker would enter in the check with an **Effective Begin Date** of **07/01/12**. The Decision Tables would read **Wages-CDLE** from **04/2012** to **06/2012**. The Decision Tables would read **\$430** per month from ABC Company beginning **07/2012** and persist forward. The client remains eligible and is no longer terminated in their Medicaid HPLG.



### CHP+ Programs Decision Table Changes

The following provides a description of the Decision Table changes for the CHP+ Program's use of the IEVS Wage Data:

- The IEVS Wage Data earned income will only be used if the earned income is in the quarter that includes the **Application Date** and/or the **Redetermination Date**. If it is determined that CHP+ is over income in the Application month or the Redetermination month, the CHP+ case will be terminated effective the 1<sup>st</sup> of the month following the EDBC run date.

- If Family Medical is included on the case and it is determined that the IEVS Wage Data earned income is less than the existing earned income, the Decision Tables will determine if the client is Medicaid eligible using the IEVS Wage Data earned income record. If it is determined the client is Medicaid eligible, the client will roll into Medicaid as of the first of the month following the eligibility determination.
- At the time an IEVS Wage Data record is posted to Interactive Interview, a case data change trigger is to run EDBC during the next nightly batch.
- If a CHP+ case has manually entered Earned Income and IEVS Wage Data earned income, the CHP+ Decision Tables will only use the IEVS Wage Data earned income to determine eligibility. Self Employment Income will continue to be used.
- Because the IEVS Wage Data earned income is reported on a quarterly basis, the CHP+ Decision Tables will use the Quarterly Earned Income amount and divide by three to determine the monthly amount. There is no consideration for irregular earned income. That is, if a client started or ended a job mid quarter, the quarterly amount will still be divided by three for eligibility determination. **Note:** The IEVS Wage Data record does not contain employment end dates.

**Examples:**

- Client self declares income of \$500/mo on his/her application dated 01/01/12. On 07/31/12 the interface posts a **WAGE-CDLE** record to the case with earned income of \$9,000 in the first quarter of 2012. The Decision Tables will ignore the existing earned income record and count employer with the **WAGE-CDLE** record. The increase in income makes the case/client over income for CHP+, since the **WAGE-CDLE** record encompasses the application month. The client shall be terminated on August 1, 2012.
- If the **WAGE-CDLE** record income amount is greater than the existing earned income and is not posted for the application month, the client will continue to pass in CHP+ until next RRR period. Existing RRR logic remains unchanged.
- If the CHP+ application date = 11/15/2011 and the **WAGE-CDLE** income amount is for the 4th quarter of 2011 (10/2011 – 12/2011), the Income is to be used to determine the CHP+ eligibility. If the CHP+ case is over income, the CHP+ case is to be terminated effective the 1<sup>st</sup> of the month following the EDBC run date:
  - Application Date = 11/15/2011**
  - Wage Request = 4/2011** (quarter 10/1/2011 – 12/31/2011)
  - Pay Period Begin Date = 10/1/2011**
  - Date Posted = 3/31/2012**
  - EDBC Run Date = 4/1/2012**
  - Termination Effective Date = 5/1/2012**
- If the **CHP+ Application Date = 11/15/2011** and the **WAGE-CDLE** income is for the 1st quarter of 2012 (1/2012 – 3/2012), the Income is **not** to be used to determine the CHP+ eligibility.
  - Application Date = 11/15/2011**
  - Wage Request = 1/2012** (quarter 1/1/2012 – 3/31/2012)
  - Pay Period Begin Date = 1/1/2012**
  - Date Posted = 5/31/2012**
  - EDBC Run Date = 6/1/2012**



Income is ignored

- If the **CHP+ RRR Month = 11/2011** and the **WAGE-CDLE** Income is for the 4th quarter of 2011 (10/2011 – 12/2011), the Income is to be used to determine the CHP+ eligibility. If the CHP+ case is over income, the CHP+ case is to be terminated effective the 1<sup>st</sup> of the month following the EDBC run date:

**RRR Month = 11/2011**

**Wage Request = 4/2011** (quarter 10/1/2011 – 12/31/2011)

**Pay Period Begin Date = 10/1/2011**

**Date Posted = 3/31/2012**

**EDBC Run Date = 4/1/2012**

**Termination Effective Date = 5/1/2012**

- If the **CHP+ RRR Month = 11/2011** and the **WAGE-CDLE** Income is for the 1st quarter of 2012 (1/2012 – 3/2012), the Income is **not** to be used to determine the CHP+ eligibility.

**RRR Month = 11/2011**

**Wage Request = 1/2012** (quarter 1/1/2012 – 3/31/2012)

**Pay Period Begin Date = 1/1/2012**

**Date Posted = 5/31/2012**

**EDBC Run Date = 6/1/2012**

Income is ignored

## Excluded Medical Programs

The following Medical Programs and Aid Codes are excluded from using the IEVS Wage Data record. The current eligibility determination process for these Medical programs and Aid Codes is to continue. These are the Medical Programs and Aid Codes for whom eligibility is determined by another program or agency.

Excluded Programs:

- Adult Medical – SSI Mandatory
- Adult Medical – SSI Mandatory:Zebly
- Adult Medical – SSI Mandatory:DAC
- Adult Medical – OAP-A Med
- Adult Medical – OAP-B Med
- Adult Medical – OAP-HCP (A)
- Adult Medical – OAP-HCP (B)
- Adult Medical – Breast or Cervical Cancer
  
- Family Medical – Needy New Born
- Family Medical – Expanded Pregnant
- Family Medical – Qualified Pregnant
- Family Medical – 4-month extension
- Family Medical – Transition Medicaid



## 11.0 Client Correspondence Notice of Action

### General Information

All current NOAs that are generated for Medical case updates will continue to be issued. There are no changes to the Medical Program NOAs.

## 12.0 Verification Source Values and Verification Checklist

### General Information

A number of changes have occurred for **Verification Source** values and the effect to the *Verification Checklist*.

- A change has been made for Medical Programs' individuals' acceptable **Verification Source** valid values for Earned Income records. If an individual provides their Earned Income data, **Client Statement** is an acceptable **Verification Source** value on the Income Received Details page if the individual has an SSN entered. Earned Income will not be included on the *Verification Checklist* when that criterion is met. If at the time the individual provides the Earned Income information and **Client Statement** is used as the **Verification Source** value on the Income Received Details page, the individual has not provided their SSN, Earned Income will be included on the *Verification Checklist*. Once the individual has provided their SSN, the **Due Date** for the Earned Income verification will be removed.
- All new **Verification Source** valid values added for the IEVS Wage Interface change are acceptable values for all programs. Even though the Food Assistance and Cash Assistance programs will not use the IEVS Wage Data, the **Verification Source** values are acceptable for these programs. That will eliminate the IEVS Wage Data earned income from being written to the *Verification Checklist*.

New **Verification Source** values added are:

- **CDLE** – new value for the verification of Employer data on the Employment History page. This value is only used by the IEVS Wage Data interface.
- **CDLE** – new value for the verification of income received data on the Income Received Details page. This value is only used by the IEVS Wage Data interface.



## 13.0 Medical Programs IEVS Wage Data Reports

### General Information

Three new reports have been created for the Medical Programs IEVS Wage Data process. The three reports are:

1. ***Medical Programs IEVS Wage Data Posted Detail List Report***  
ACCESS: County/Med site workers have access to their county only. State workers have access to the entire report.
2. ***Medical Programs IEVS Wage Data Posted County/Med Site Summary Report***  
ACCESS: County/Med site workers have access to their county only. State workers have access to the entire report.
3. ***Medical Programs IEVS Wage Data Posted State Summary Report***  
ACCESS: State workers only.

These reports will run on the 7<sup>th</sup> of every month and report the prior month's data. All Medical Programs IEVS Wage Data reports are located in the ***Eligibility*** folder within Cognos.

## 13.1 Medical Programs IEVS Wage Data Posted Detail List Report

### General Information

This monthly report is created on the 7<sup>th</sup> of the month reporting the prior month's data. The report will include all ***IEVS Wage Data*** records that have been posted to Interactive Interview.

The County Detail report will be sorted by:

- **County Name**
- **Office Name**
- **Unit Name**
- **Primary Medical Worker**

In addition, this data will be included on the report.



**Medical Programs IEVS Wage Data Posted Detail List - All Counties**  
Reporting Month: March 2011



County: [REDACTED]  
Office: [REDACTED]  
Primary Medical User: [REDACTED]

Case #	Case Name	HPLG	Aid Code	Client ID	Client Name	Wage Amount	Quarter	Employer Begin Date	Employer Name
[REDACTED]	[REDACTED]	FM	H3	[REDACTED]	[REDACTED]	\$2,554.50	2011-1	01/01/2011	[REDACTED]
		FM	H3	[REDACTED]	[REDACTED]	\$2,638.36	2011-1	01/01/2011	[REDACTED]
		FM	H3	[REDACTED]	[REDACTED]	\$961.74	2011-1	01/01/2011	[REDACTED]
Total number of records for user		3		Total Wage Amount		\$6,154.60			



Medical Programs IEVS Wage Data Posted Detail List	
Column Name	Description
Case #	The CBMS case number the <i>IEVS Wage Data</i> is posted.
Case Name	The CBMS case name the <i>IEVS Wage Data</i> is posted.
HLPG	The Medical High Level Program Group
Aid Code	The Medical Aid Code
Client ID	The CBMS assigned Client ID for whom the <i>IEVS Wage Data</i> record is posted.
Client Name	The Name of the Client for whom the <i>IEVS Wage Data</i> record is posted.
Wage Amount	The quarter Wage Amount on the <i>IEVS Wage Data</i> record that is posted.
Quarter	The quarter that is posted.
Employer Begin Date	The <b>Begin Date</b> posted on the Employment History page for the Employer.
Employer Name	The Employer Name posted on the Employment History page.

Total number of records for the User	
Field Name	Description
HLPG	The total number of <i>IEVS Wage Data</i> records listed by <i>HLPG</i> .
Total Wage Amount	The total <b>Wage Amount</b> for the <i>IEVS Wage Data</i> records listed.

## 13.2 Medical Programs IEVS Wage Data Posted County/Med Site Summary

General Information
<p>This monthly report is created on the 7th of the month reporting the prior month's data. The report will include a summary of the <i>IEVS Wage Data</i> records that have been posted to Interactive Interview.</p> <p>The County/Med Site Summary report will be sorted by:</p> <ul style="list-style-type: none"> <li>▪ <b>County/Med Site Name</b></li> </ul> <p>In addition, this data will be included on the report.</p>



**Medical Programs IEVS Wage Data Posted County/Med Site Summary - All Counties**  
Reporting Month: March 2011



County [REDACTED]

Primary Medical Worker	Total Records	Total Wage Amount
[REDACTED]	3	\$6,154.60
Grand Total	3	\$6,154.60



Medical Programs IEVS Wage Data Posted County/Med Site Summary	
Column Name	Description
Primary Medical Worker	The name of the Primary Medical Worker.
Total Records	The total number of <i>IEVS Wage Data</i> records posted for that worker.
Total Wage Amount	The total quarterly <b>Wage Amount</b> for <i>IEVS Wage Data</i> records posted for that worker.

Grand Total	
Field Name	Description
Total Records	The total number of <i>IEVS Wage Data</i> records posted for the County/Med Site.
Total Wage Amount	The total <b>Wage Amount</b> for the <i>IEVS Wage Data</i> records posted for the County/Med Site.

### 13.3 Medical Programs IEVS Wage Data Posted State Summary

General Information
This monthly report is created on the 7th of the month reporting the prior month's data. The report will include a summary of the <i>IEVS Wage Data</i> records that have been posted to Interactive Interview.





**Medical Programs IEVS Wage Data Posted State Summary**  
Reporting Month: March 2011



HPLG	Aid Code	Total Records	Total Wage Amount
FM	H3	6	\$20,654.88
	H4	3	\$13,581.52
FM-HLPG Total		9	\$34,236.40
State Total		9	\$34,236.40



Medical Programs IEVS Wage Data Posted State Summary	
Column Name	Description
<b>HLPG</b>	The HLPG
<b>Aid Code</b>	The Aid Code for the HLPG
<b>Total Records</b>	The total number of <i>IEVS Wage Data</i> records posted for that HLPG/Aid Code.
<b>Total Wage Amount</b>	The total quarterly <b>Wage Amount</b> for <i>IEVS Wage Data</i> records posted for the HLPG/Aid Code.

HLPG Total	
Field Name	Description
<b>Total Records</b>	The total number of <i>IEVS Wage Data</i> records posted for the HLPG.
<b>Total Wage Amount</b>	The total quarterly <b>Wage Amount</b> for <i>IEVS Wage Data</i> records posted for the HLPG.

State Total	
Field Name	Description
<b>Total Records</b>	The total number of <i>IEVS Wage Data</i> records posted for the State.
<b>Total Wage Amount</b>	The total quarterly <b>Wage Amount</b> for <i>IEVS Wage Data</i> records posted for the State.

## 14.0 IEVS Wage Data Processing Schedule

General Information
<p>The monthly IEVS Wage Data process occurs as follows:</p> <ul style="list-style-type: none"> <li>▪ The Wage Request file is transmitted mid-month from CBMS to CDLE.</li> <li>▪ The Wage Response file is transmitted mid-month from CDLE to CBMS.</li> <li>▪ The IEVS Discrepancy process runs the last night of the month. The records selected to update Interactive Interview are identified during that process. The identified <i>IEVS Wage Data</i> records are posted to Interactive Interview that same night.</li> <li>▪ The Case Data Change trigger is run the night following the posting of the <i>IEVS Wage Data</i> records. That is EDBC is run for all Medical cases that were updated with the <i>IEVS Wage Data</i> records.</li> <li>▪ The <i>Medical Programs IEVS Wage Data</i> reports are run the night of the 7<sup>th</sup> and are available in Cognos the next day.</li> </ul>