



Action Request Transmittal

Office of Client and Community Services/
Healthy Kids

Karen House, Medical Eligibility Program Manager
Office of Client and Community Services/
Healthy Kids, Oregon Health Authority

Number: SS-AR-11-007
Issue Date: 06/16/2011

Authorized Signature

Topic: Medical Benefits

Due Date: 06/16/2011

Subject: DHS/OHA Treatment of Applications for Benefits for Pregnant Women

Applies to (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input type="checkbox"/> Children, Adults and Families | <input checked="" type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input checked="" type="checkbox"/> Other (please specify): CAF SSP transmittal group |

Action Required: Medical program applications for benefits for a pregnant woman must be expedited. Branches should begin to process an application for benefits for a pregnant woman within one to two business days upon receipt.

- Most branch offices already have a specific process to follow for pregnant applicants. For example, at the Statewide Processing Center (Branch 5503), an application for benefits for a pregnant woman is coded for identification and takes priority over other applications. Those applications are processed by workers prior to all other applications each day. The Dallas branch gives the woman an immediate intake or passes the application to the next available worker to begin to process.
- Branches that do not have a specific process for pregnant medical program applicants need to develop and implement a process.

The Family Services Manual chapter, "[Multiple Program Worker Guide #15](#)," provides the following expectation for treatment of applications for pregnant women:

"Emergent medical needs, and those who are pregnant, have priority when processing applications for medical. They do not need to disclose the basis of their emergent need. The application should be pended, approved or denied

by the eligibility worker within one business day whenever possible. If the applicant does not have a companion case in a local field office, fax the completed, date-stamped application to OHP at 503-373-7493."

Note: You can be flexible in the required verification of pregnancy. A note from a doctor is not required. An ultrasound or an informal note from a medical clinic or crisis center is sufficient verification. Also, due date verification is not required except when the only child is an unborn child for MAA and MAF or when a CAWEM client is part of the Pre-natal Expansion Program.

Reason for Action: This transmittal is being sent to ensure eligibility staff give priority to medical applications for pregnant women.

Field/Stakeholder review: Yes No

If yes, reviewed by: Review requested.

If you have any questions about this action request, contact:

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