

Juvenile Medicaid Tracker Frequently Asked Questions

Q. What is JMT?

A. The Juvenile Medicaid Tracker (JMT) is the web-based application that was created in 2010 to facilitate the exchange of information between TJJD/Juvenile Probation Departments and the Health and Human Services Commission (HHSC). You must have a user ID and password to access the system.

JMT is accessible by staff at:

- all the juvenile probation departments
- TJJD facilities, half-way houses and central office
- Health and Human Services Commission's (HHSC) Central Benefits Services (CBS) in Austin, who process the referrals

TJJD staff located at Central Office in Austin provide technical assistance on the use of JMT.

Q. Why do I need to use JMT?

A. House Bill 1630, enacted during the 81st Texas Legislative Session, addressed the need for providing Medicaid or Children's Health Insurance Program (CHIP) coverage in a timely manner for youth transitioning back into their homes from out-of-home placements. This legislation directs the Health and Human Services Commission (HHSC) to ensure that each youth is assessed for eligibility for Medicaid and/or CHIP before being released from placement in a manner that will prevent gaps in coverage. It also holds local juvenile probation departments subject to the requirements of the Memorandum of Understanding (MOU) executed between TJJD and HHSC. Each JPD should have a designated JMT Coordinator.

Q. How do I determine who to submit a referral for?

A. Youth who are released from the following types of facilities, returned back to the community and are under the supervision of the juvenile court or the TJJD are included in this Memorandum of Understanding (MOU). They include:

- Youth released from a secure facility:
 - A secure pre-adjudication detention facility as defined in the Texas Family Code Section 51.02(14);
 - A secure post-adjudication correctional facility as defined in the Texas Family Code Section 51.02(13); and
 - TJJD secure facility

- Youth released from a non-secure facility:
 - A foster care setting including, but not limited to, foster family homes and non-secure residential facilities licensed by the Texas Department of family and Protective Services (DFPS) or other state licensing authority, and child care institutions operated by a government entity up to 25 beds approved by DFPS for foster care reimbursement.
 - A non-secure correctional facility as defined in the Texas Family Code Section 51.02(8-a);
 - TJJD half-way house; and
 - TJJD contract care facility

Referrals should not be submitted for the following:

- Youth that are 19 or older
- Youth that will not be residing in Texas upon discharge
- Youth that are SSI recipients (have received Medicaid benefits through the Social Security Administration- SSA)
- Youth under the care of Child Protective Services (CPS)
- Youth that are not US Citizens or Legal Permanent Residents
- Youth being moved to another residential setting (another placement facility, detention center, secure post adjudication facility, etc.)
- Youth who have an active Medicaid case upon entering detention AND whose stay in detention is less than 30 days
- Youth moving from one facility to another
- Youth who's family is not interested in applying for Medicaid

The Medicaid Screening Worksheet is a screening tool available for use to prescreen for potential eligibility.

Q. How does JMT work?

A. For JPD youth - 30 calendar days prior to release from a secure or non-secure facility (or as soon as possible if release is scheduled within less than thirty (30) calendar days) the juvenile probation department (JPD) will notify the HHSC's Centralized Benefit Services Unit (CBS) via the Juvenile Medicaid Tracker (JMT) of the pending release of youth potentially eligible for Medicaid and/or CHIP.

For TJJD youth - 30 calendar days before the MLOS date for youth being released with program completion by local facility authority or 15 days before the expected release date for youth who are approved for parole status by the release review panel or Central Office supervisor the TJJD staff will notify the HHSC's Centralized Benefit Services Unit (CBS) via the Juvenile Medicaid Tracker (JMT) of the pending release of youth potentially eligible for Medicaid and/or CHIP.

The information provided to HHSC will include the following:

- Youth's Personal Identification Number (PID) or TJJID Number
- Youth's name, date of birth, Social Security Number (SSN)
- If youth is being released from detention, date detained
- Address of where youth will be residing upon release from placement
- Name of person to whom released, and relationship to youth
- SSN and contact number of person to whom youth is released
- Name of facility from which youth is released
- Anticipated date of release
- Name of county & supervising probation officer for probation youth; and
- Name of supervising parole officer for TJJID youth

HHSC will perform an inquiry to determine Medicaid/CHIP status of reported youth and provide the following information:

- Whether the youth can be added back to an active Medicaid case
- Whether a new application must be completed (if there is no active case) and confirm that an application packet was sent to the household
- Whether the youth is on Supplemental Security Income (SSI). In this case, the JPD and/or the TJJID staff will refer these families to the Social Security Administration (SSA) for reinstatement of Medicaid benefits.

Not all referrals require a Medicaid application be completed. If an application is mailed to the household:

- HHSC will notify the JPD and the TJJID of any applications returned by USPS "unable to deliver". Once notified, the JPD and the TJJID will make reasonable efforts to locate the household. If the household is located, the JPD and the TJJID will provide the updated address to the HHSC who will mail the application packet to the new address.
- HHSC will process applications following HHSC's internal policy and procedure. "Eligible" determinations will be held pending confirmation of the youth's release. If the applicant does not provide sufficient information or verification to make a determination, HHSC will send a notice to the household by mail and request the required information along with an explanation of what is needed and a list of acceptable sources.

Once confirmation of release is received, HHSC will complete actions to either process the application or add the youth to an existing case provided HHSC has all information necessary to make an eligibility determination. The Medical Effective Date will be the date of the youth's release (this includes weekend releases).

HHSC has 45 days from receipt of the application to make an eligibility determination. If the household has not provided the required information by the 45th day, the application will be denied. If the household still wishes to be considered for Medicaid, they will be routed through the normal Medicaid/CHIP processing procedures.

HHSC will follow this process for any application received up to fourteen (14) calendar days after the youth's release from a facility. For applications received on the 15th day, or later, after release, the CBS unit will route the applications through the regular processing procedures. The CBS will complete one final inquiry to see if the Medicaid was approved at another location. After this inquiry on the 15th day, the CBS will report either:

- the child has Medicaid
- the Medicaid application was denied
- the CBS never received the application

If HHSC determines that a youth is not eligible for Medicaid, but is eligible for CHIP, they will refer the youth to the CHIP vendor for processing and record the referral via the JMT.