

TO: Local District Commissioners, Medicaid Directors

FROM: Judith Arnold, Director
Division of Coverage and Enrollment

SUBJECT: Continuing Disability Reviews

EFFECTIVE DATE: Effective immediately

CONTACT PERSON: Local District Liaison
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The purpose of this GIS message is to clarify policy and procedures related to the submission of disability cases to the State or local Disability Review Team (DRT) for continuing disability review (CDR).

All disability cases classified as Group II must be reviewed by the DRT prior to the disability expiration date to determine if the individual continues to be disabled. In order to perform timely reviews, the local district should ensure that all necessary information for a CDR is secured and submitted to the DRT before the Group II certificate expires. The case record should contain updated medical evidence and social information (i.e., additional education or training, recent work, including job title, dates of employment, hours worked per week, and rate of pay), as well as the complete case record from the prior case review(s), including the disability certificate(s). Local districts are reminded that the existence of a disabling condition must be based on a substantiated medical report by an acceptable medical source. In accordance with the Medicaid Disability Manual, Section II.C.7., the case must be kept open pending the DRT's medical re-evaluation if the individual is still otherwise eligible in the SSI-related category.

When a case is submitted for a CDR, the State or local DRT must determine if the individual's disability continues by utilizing the CDR sequential evaluation process set forth in Section II.G. of the Medicaid Disability Manual. Evaluation of these steps must be documented on the Disability Review Team Certificate (DSS-639). If, upon review at step one, the individual is engaging in substantial gainful activity, and has completed any applicable trial work period, eligibility for the Medicaid Buy-In Program for Working People with Disabilities (MBI-WPD) must be determined before making the determination that the individual is no longer disabled. If the individual meets the eligibility requirements for the MBI-WPD Program, the CDR is submitted to the State DRT for MBI-WPD disability review. Local districts are reminded that an individual may be transitioned to the MBI-WPD Program with an existing disability certificate before the certificate expires if the individual is otherwise eligible, has been informed about the program, and requests the transition. All CDRs for the MBI-WPD Program are performed by the State DRT.