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Revised Date:

North Sound Behavioral Health Administrative Services Organization, LLC

Section 3000 - Fiscal: Eligibility Verification

Authorizing Source: HCA Contract

Approved by: Executive Director Date: 11/29/2022

Signature:

POLICY #3045.00

SUBJECT: ELIGIBILITY VERIFICATION

POLICY

North Sound Behavioral Health Administrative Services Organization (North Sound BH-ASO) requires North Sound BH-ASO providers and North Sound BH-ASO delegates to conduct eligibility verification processes for individuals receiving services certified or authorized by North BH-ASO.

PROCEDURE

Providers are responsible for determining whether the individual has a Medicaid eligibility status. Washington State Health Care Authority (HCA) determines Medicaid eligibility and updates information in the Provider One system. North Sound BH-ASO providers will check this system to determine Medicaid eligibility at each visit. Providers will also check for Medicare and other forms of insurance. If the individual does not have the financial resources to pay or insurance, the individual is asked for their family income. This process is to determine if any third-party liabilities apply to the services provided.

For North Sound BH-ASO non-crisis behavioral health services, State funded individuals are authorized for ongoing services based on the availability of state funds. If the individual has an income of 220% or less of the Federal Poverty Level, they may be financially eligible for North Sound BH-ASO State funded services. For Federal Block Grant Services, the individual must meet the priority populations and Federal Block Grant funding criteria as indicated in the Supplemental Provider Service Guide. If an individual needs services but there are not sufficient funds to admit them into North Sound BH-ASO non-crisis behavioral health services, they are referred to other community resources.

Providers requesting services will fill out the income verification information and send it to North Sound BH-ASO. The provider will verify the individual's income eligibility monthly and they will send in the information when requesting extensions of the authorization period.

ATTACHMENTS

None