

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

February 17, 2015

M E M O R A N D U M

What's Inside: Implementation of the Nationwide ICAMA database

TO: REGIONAL DIRECTORS, FIELD SUPPORT MANAGERS,
CIRCUIT MANAGERS AND SUPERVISORS

FROM: TIM DECKER, DIRECTOR

SUBJECT: Introduction to the Nationwide Interstate Compact on Adoption
and Medical Assistance (ICAMA) Worksite/Database

DISCUSSION:

The purpose of this memorandum is to advise staff of the impending implementation of a nationwide ICAMA worksite/database and the resulting replacement of all ICAMA 600 series forms with the ICAMA 700 series forms. ICAMA 7.02, 7.02b and 7.5 were introduced previously in CD Memorandum 14-74.

The Association of Administrators of the Interstate Compact on Adoption and Medical Assistance (AAICAMA), which is the governing body for the administration of ICAMA, began to explore the possibility of developing a national database for the processing of ICAMA referrals electronically. This database has been developed and is now being finalized. The expected national implementation date for this database is February 2015.

The ICAMA 6.01 is the form currently used to request that an ICAMA case be opened in another state for a child receiving a MO adoption subsidy that includes Medicaid. This form is submitted by the adoption subsidy worker in the subsidy originating state to their ICAMA unit. This form has been replaced by the ICAMA 7.00, Notice of Medicaid Eligibility/Case Activation.

All ICAMA 700 series forms will be available through the ICAMA worksite/database.

When the worksite/database has been implemented, MO will have a two (2) tier process. A link will be provided to the worksite/database to all staff identified by upper management. The log on id will be the state email address of each worker. Staff will receive the aforementioned link from the website administrator, blueiron networks. Staff will use this link and their state email address to create individual passwords to access the new website. Adoption subsidy workers will have access to the worksite/database to enter new ICAMA referrals and the necessary documentation. Adoption subsidy workers will complete the ICAMA 7.00 form, scan and attach the approved/completed adoption subsidy paperwork and submit to the MO ICAMA Unit in Central Office for

processing. Adoption subsidy staff will also have an “inquiry” ability to follow the processing of the submitted referrals. Staff will be able to tell when it was sent on to the new residence state and when the new residence state has opened the Medicaid.

Attached to this memorandum are selections for the PowerPoint presentation created by AAICAMA. The selected slides are the ones that pertain to adoption subsidy workers. Also attached is a copy of the ICAMA 7.00 and form instructions. The form instructions will be added to eforms. The form must be completed and submitted electronically through the ICAMA worksite/database.

<p>NECESSARY ACTION</p> <ol style="list-style-type: none"> 1. Review this memorandum with all Children’s Division staff. 2. Review revised Child Welfare Manual chapters as indicated below. 3. All questions should be cleared through normal supervisory channels and directed to: 	
<p>PDS CONTACT Monica Sekscinski (573) 751-7131 Monica.S.Sekscinski@dss.mo.gov</p> <p>Mary K Kliethermes (573) 751-7131 Mary.C.Kliethermes@dss.mo.gov</p>	<p>PROGRAM MANAGER Fred Proebsting (573) 751-4954 Fred.Proebsting@dss.mo.gov</p>
<p>CHILD WELFARE MANUAL REVISIONS Section 4, Chapter 25.8.1</p>	
<p>FORMS AND INSTRUCTIONS Notice of Medicaid Eligibility/ Case Activation, ICAMA 7.00</p>	
<p>REFERENCE DOCUMENTS AND RESOURCES N/A</p>	
<p>RELATED STATUTE Sections 453.500-453.503 RSMo</p>	
<p>ADMINISTRATIVE RULE N/A</p>	
<p>COUNCIL ON ACCREDITATION (COA) STANDARDS N/A</p>	
<p>CHILD AND FAMILY SERVICES REVIEW (CFSR) N/A</p>	

PROTECTIVE FACTORS
N/A
FACES REQUIREMENTS
N/A