

TO: Local District Commissioners, Medicaid Directors

FROM: Judith Arnold, Director
Division of Health Reform and Health Insurance Exchange Integration

SUBJECT: Trust Indicator Field in WMS

EFFECTIVE DATE: Immediately

CONTACT PERSON: Local District Support Unit
Upstate (518)474-8887 NYC (212)417-4500

The purpose of this General Information System (GIS) message is to remind local departments of social services (LDSS) to enter code "Y" (Yes-Exception Trust) in the "Trust Indicator" (TI) field in WMS when a case member has an exception trust.

The May 29, 2009 WMS Coordinator Letter informed districts of the new "TI" field. Districts were instructed to use this field to identify cases in which a member has an exception trust. The field is located on WMS Screen 1 (WINQ19) next to "FS Intw". The field may be used by the worker under the following conditions:

- For Case Type 20 (MA) or 22 (SSI-upstate only);
- For Transaction Types 02 (Opening), 05 (Change), 06 (Recertification/Reauthorization), 07 (Closing) or 08 (Recertification/Closing);
- Acceptable values are Y, N or Blank;
- For Inquiry purposes the field is displayed on the WMS Application and Case Inquiry Screens (WINQ01);
- The "TI" field appears on the Clearance Report (upstate) in the upper right hand corner next to the "FS IND RSN" (Food Stamp Individual Reason) field. The "TI" field also appears on the Application Turnaround Document (LDSS-3636) and the Authorization Change form (LDSS-3209). In NYC, it appears on the Turnaround Document (TAD) (LDSS-3517), item 061; and
- For Luberto cases (Case Type 20 only), the "TI" field will transfer to the new district including NYC.

For Aged, Blind and Disabled automated renewals (Case Type 20), a "Y" code in the "TI" field excludes the case from automated renewal and the case receives a mail renewal. For this reason, it is important that districts utilize the "Trust Indicator" field for any case in which a member has an exception trust.