

Department of Public Health
and Human Services

Section:
Indexes

HEALTHY MONTANA KIDS

Subject:
Acronyms and Glossary

Supersedes: New to HMK Manual

A

AN – Automatic Newborn (newborn to 1 year of age) coverage under the Medicaid Program

ARM – Administrative Rules of Montana

ADMINISTRATIVE RENEWAL – Automatic renewal of enrollment in the HMK coverage group. Contingent upon a family having no changes in household composition or income.

ADMINISTRATIVE REVIEW – The first step in the Fair Hearing process.

ADVERSE ACTION – A decision to deny coverage, disenroll from coverage, or deny payment for service.

ALIEN – A person residing in the United States of America who is not a citizen.

AMERICAN INDIAN OR ALASKA NATIVE – A person having origins in any of the original peoples of North and South American (including Central America) who maintains tribal affiliation or community attachment.

ANNUITY – A contract under which a sum is paid yearly or at other specific times in return for the payment of a fixed sum. Annuities may be purchased by an individual, an employer, or as part of a court ordered settlement. The annuity contract is an asset. The interest portion of a payment is countable income.

APPLICATION DATE – The date the completed and signed application is received and date stamped in the HMK office.

ASIAN – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippines Islands, Thailand and Vietnam.

AUTHORIZED REPRESENTATIVE – A person acting on behalf of an applicant through the individual's authorization.

B

BCBSMT – Blue Cross and Blue Shield of Montana

BIA – Bureau of Indian Affairs

BLACK OR AFRICAN AMERICAN – A person having origins in any of the black racial groups of Africa. Terms such as “Haitian” or “Negro” can be used in addition to “Black or African American.”

BUSINESS EXPENSES – The costs directly related to the production of income.

C

CD – Certificate of Deposit

CHIMES – Combined Healthcare Information and Montana Eligibility System (computer system for Montana Medicaid and HMK)

CHIMES EA – CHIMES Enterprise Architecture (updated version of CHIMES, computer system for Montana Medicaid and HMK, updated for implementation in October, 2012)

CHIP – Children’s Health Insurance Plan (Changed to HMK Plan in October 2009)

CMS – Centers for Medicare and Medicaid Services. CMS is the federal agency responsible for the administration of the Medicaid and CHIP programs.

COBRA – Consolidated Omnibus Budget Reconciliation Act

CSED – Child Support Enforcement Division

CSHS – Children’s Special Health Services

CALENDAR YEAR – January 1 through December 31

CAUCASIAN – An individual having origins in any of the original peoples of Europe, the Middle East, or North Africa.

CHANGE IN CIRCUMSTANCE – A reversal or variation of the fact from what was previously known.

CHILD SUPPORT – Voluntary or court ordered payment by a non-custodial parent for the purpose of meeting the needs of a child(ren).

COMMON LAW MARRIAGE – Common law marriage is a legally binding marriage. Under Montana law, such a marriage is between a man and a woman who are competent to enter into marriage and who, without the benefit of a marriage license or formal ceremony, mutually consent and agree to a common law marriage, who then cohabit, and who are reputed

in the community to be husband and wife. A common law marriage must be terminated by formal legal divorce.

CONFIDENTIAL INFORMATION – applicant information that can be shared with related federally mandated programs and agencies under contract to the Department or operating with a Memorandum of Understanding for purposes of establishing eligibility and providing services.

CONTRACT FOR DEED – A real estate transaction where the seller carries the buyer's obligation to pay the purchase price. The seller agrees to transfer the property deed to the buyer when all payments have been made.

CO-PAYMENTS – The payments assessed families for medical services whose countable monthly income exceeds 100% of the federal poverty level and who do not have at least one child who is a Native American or Alaska Native.

D

DOC – Department of Corrections

DOLI – Department of Labor and Industry

DOR – Department of Revenue

DMS – Document Management System

DPHHS – Department of Public Health and Human Services

DEPENDENT – An individual considered a dependent by the Internal Revenue Service (IRS)

DISABILITY – The physical and mental impairment of an individual that may be either temporary or permanent.

DIVIDEND – A share of profits received by a stockholder or by a policyholder in a mutual insurance society.

DISREGARD – A dollar amount designated for a specific purpose (\$2,400 per dependent annual dependent care expense or \$1,440 annual work expense) that is deducted from the earned income of a family member.

DOCUMENT – Used as a noun, indicates a written record on CHIMES Case Notes regarding the circumstances of an event or fact. Used as a verb, indicates the act of entering the Case Notes actual proof or statement of proof that the contents of the record are accurate.

E

EDP – Extended Dental Plan

EIC/EITC – Earned Income Credit / Earned Income Tax Credit

EOB – Explanation of Benefits

EARNED INCOME – Employee payments received in cash for wages, tips commissions, or net profit from activities in which the individual is engaged as self-employment; the gross income before deductions for personal or employment expenses or garnishments.

EARNED INCOME TAX CREDIT (EITC) – An amount of money which has been either deducted from the taxes owed or paid as a refund resulting from filing a form 1040 or 1040A Tax Return for a calendar year. EITC is excluded as income.

ELIGIBLE – A child who meets all eligibility requirements for a program and is considered qualified to receive benefits under that program.

EMHP – Extended Mental Health Plan

ENROLLED – A child who meets all eligibility requirements for HMK and for whom funding (aka a 'slot') is available.

EQUITY VALUE – Equity value is the current market value of an asset less any encumbrances (legal debts such as mortgages, loans, penalties, cost of sale, etc.) against the property as of the date of evaluation.

EVIDENCE – Something that furnishes proof (a document or a statement attesting to the validity of a particular event).

EX PARTE REVIEW – When associated with the Medicaid Program or HMK, a review of household circumstances that is completed by the eligibility case manager when a Medicaid Program closes, or when other household circumstances change. The purpose of the review is to determine if the child/family qualifies for different Medicaid category than the category currently open or the one being closed. Current information already contained in the file is used to complete the review when available. Additional or updated information is requested when needed.

F

FAIR HEARING – An opportunity for any person, whose HMK application has been denied or who had negative action taken on their file, to present convincing evidence to reverse the original decision. Another interested party to the benefits, such as a medical provider, may also request a fair hearing.

FILING UNIT – When associated with the Medicaid Program, those individuals whose income and resources must be considered in the eligibility determination process. All members of the filing unit may not be included in the assistance unit and all members may not receive Medicaid benefits.

G

GARNISHMENT – A legal action to deduct a specified amount of money from an employee's wages, unemployment compensation or other income to satisfy a creditor.

GOOD CAUSE – An acceptable reason for an individual's action that overrides the penalty of that action.

GROSS EARNED INCOME – The total money the individual is entitled to receive prior to any deductions including garnishment.

H

HIPAA – Health Insurance Portability and Accountability Act of 1996

HISPANIC OR LATINO – An individual of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

HMK – Healthy Montana Kids Plan, previously known as the Children's Health Insurance Plan (CHIP)

HMK Plus – Healthy Montana Kids *Plus*, previously known as Medicaid for children

HOME – The principal place of residence; the family setting in which the child lives with a parent or guardian who provides day-to-day care and control of the child. For Medicaid resource purposes: a home is the current place of residence which is owned or being purchased and which includes any building and the land upon which it is located, the land that appertains to the home all the buildings and/or mobile homes located thereon.

I

IIM – Individual Indian Monies

INA – Immigration and Naturalization Act

IRA – Individual Retirement Account

IRS – Internal Revenue Service

IDENTIFICATION (ID) CARD – A card that identifies the bearer. Possession of an HMK ID card does not guarantee the individual is currently enrolled in HMK.

INCARCERATION – The condition of being in prison or city/county jail.

INCOME – Money (earned or unearned) received from any source.

INDIAN LAND – Property owned jointly by the tribe or property that can only be sold with permission of other individuals, the tribe, or the Bureau of Indian Affairs (BIA).

INDIAN TRUST LAND – Reservation land, held in government trust status, owned by either the tribal governing body or individual tribal members. The land may be used by the individual owner or leased to others for farming, grazing, mineral extraction or other uses. The land cannot be sold with BIA and tribal approval.

INDIVIDUAL INDIAN MONEY (IIM) ACCOUNTS – Accounts similar to bank accounts that are administered and maintained by the Bureau of Indian Affairs (BIA) Area Office or a designated agency on the reservation. The designated official at each agency may restrict IIM accounts.

INDIVIDUAL RETIREMENT ACCOUNT (IRA) – A tax-deferred pension or plan which sets aside money for the needs of the individual after retirement.

INELIGIBLE – Not qualified to receive benefits because the individual did not meet one or more of the eligibility requirements.

IN-KIND INCOME – The receipt of goods or services instead of money for the activities of an individual. If the goods or services are provided in the form of food or shelter, the value is considered earned income and must be counted when determining Medicaid eligibility. In-kind income is not counted when determining CHIP eligibility.

INMATE OF A PUBLIC INSTITUTION – An individual from the date of actual incarceration in a prison, county, city or tribal jail until permanent release, bail, probation or parole.

INSURANCE DELAY PERIOD – The period of time a child must wait to be insured in CHIP after the child has lost health insurance coverage and the loss is not for one of the allowable exceptions.

J

JOINT CUSTODY – An agreement by which both parents function as providers of maintenance, physical care and guidance for the child(ren). If

physical custody is shared equally (50/50) by both parents, only one parent may apply for CHIP on behalf of the child. (Medicaid requires the filing unit include both parents' families (i.e., parents, stepparents, siblings and stepsiblings) plus their combined income and assets).

K

KEOGH – A tax deferred pension or plan for a self-employed individual to set aside money for their needs after retirement.

L

LIEAP – Low Income Energy Assistance Program

LTR – Lawful Temporary Resident

LEASE INCOME – Payment distributed in accordance with a lease agreement.

LEGAL RECORDS – Documents of transactions conforming to or permitted by law.

LIEN – A security interest or claim upon real or personal property to ensure satisfaction of a debt. The lien amount must be paid up in order for title to property to be transferred from one owner to another.

LOAN – A transaction in which money is given to another and must be repaid.

M

MA – Medical Assistance (Medicaid)

MBA – Maximum Benefit Amount (unemployment insurance)

MCA – Montana Codes Annotated

MMIS – Medicaid Management Information System

MEDICAID – An entitlement program for the payment of covered medical expenses for eligible individuals.

MEDICALLY NEEDY – When related to Medicaid, an individual or family otherwise eligible for medical assistance but whose income exceeds the categorically needy income standards. A medically needy case may or may not have an incurment obligation (i.e., spend down). Adults, in family Medicaid cases, do not qualify for Medically Needy coverage.

MINERAL RIGHTS – The ownership or interest in land below the surface.

MUTUAL FUND – A company without fixed capitalization, freely buying and selling its own shares and using its capital to invest in other companies.

N

NATIVE HAWAIIAN OR PACIFIC ISLANDER - An individual having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Island.

NET INCOME – Includes all non-excluded earned income, less applicable disregards, and all non-excluded unearned income.

NET PROFIT – Gross revenue less allowable business expenses.

NOTICE – A letter advising an HMK applicant of the status of the application or eligibility status of a child.

O

OPA – Office of Public Assistance

P

PAB – Public Assistance Bureau

PERM – Payment Error Rate Measurement

PENAL INSTITUTION – Any facility in which an individual may be lawfully held against his or her will by federal, state or local authorities.

PENSION FUND – An investment account (typically with an employer) that is intended to provide income at retirement).

PENSION PAYMENT – A sum of money paid regularly as a retirement or disability benefit.

PER CAPITA PAYMENT – Income from Indian-owned property that is distributed equally to all tribal members. This may include Indian casino profits.

PERJURY – A willful false statement of a material fact; swearing to what is untrue; or, incompletely answering all questions under oath.

POT Plus – Potentially eligible for HMK **Plus** coverage

PRESUMPTIVE ELIGIBILITY (PE) – A period of temporary coverage, not to exceed 60 days, for either HMK **Plus** or HMK-eligible children. One PE period is allowed in a 12-month span. PE is determined by trained Qualified Entities from approved health care facilities.

PRINCIPAL – The capital or main body of an estate or financial holding as distinguished from the interest or revenue from it.

PROJECTED INCOME – Using the best estimate of the income and circumstances that exist to determine eligibility and compute countable annual income.

PROSPECTIVE PAYMENT – A system of reimbursement for health care services provided to HMK recipients at Federally Qualified Health Centers and Rural Health Clinics.

PW – Pregnant Woman coverage under the Medicaid Program

Q

QA – Quality Assurance

QUALIFIED ENTITY – An employee of a Montana health care facility trained to make Presumptive Eligibility determinations.

R

RBA – Remaining Benefit Amount (unemployment insurance)

RPS – Regional Policy (Medicaid) Specialist: An employee of the Public Assistance Bureau in one of the three regions whose primary function is to act as a general policy specialist for that region. The RPS also acts as a liaison between the county staff and the central office.

REAL PROPERTY – Land and buildings or immovable objects permanently attached thereto.

REFUGEE – An alien who has been admitted to the United States under the classification of refugee. The individual is required to carry a Form I-94 endorsed to show refugee status. Employment is permitted.

RESIDENT – An individual who states intent to reside in Montana.

RESOURCE LIMIT – For Medicaid purposes, the maximum amount of countable resources a family can own, have access to, or be a beneficiary of, and still remain Medicaid eligible.

RESOURCES (aka assets) – Resources include, but are not limited to, all real and personal property owned by a person, as well as money or any property that can be converted into supplies, services, or benefits; the means of raising money or supplies; the capabilities of raising wealth to supply necessary wants or needs; or the available means or capability of any kind.

ROOM AND/OR BOARD INCOME – Money received for providing meals and/or rooms to people not included in the family.

S

SAVE – Systematic Alien Verification for Entitlement; verifies legal presence in U.S.

SED – Serious Emotional Disturbance

SOLQ – State Online Query; an enhancement which provides states the capability to get SSN verification, Title II and Title 16 benefit information data in real time.

SSA – Social Security Administration

SSDI / SSDIB – Social Security Disability Insurance Benefits (insurance benefits)

SSI – Supplemental Security Income (a needs based program)

SSN – Social Security Number

SSSB – Social Security Survivors Benefits

STEPPARENT – The spouse of the natural or adoptive child's parent.

SVES – State Verification Exchange System; a standardized method of SSN verification, Title II and Title 16 benefit information, and uniform data response.

I

TANF – Temporary Assistance for Needy Families

TEAMS – The Economic Assistance Management System that assists in the determination of TANF, Food Stamp and Medicaid eligibility

THIRD PARTY – Any individual, entity or program that is or may be liable to pay all or part of the medical costs of injury, disease or disability for an HMK-enrolled child.

TRUST – A property interest held by one person for the benefit of another.

TRUSTEE – The individual(s) given the authority, by a written contract, to manage money or other property set up in a trust.

U

UI – Unemployment Insurance

USCIS – United States Citizenship & Immigration Services (formerly INS)

UNEARNED INCOME – All money received that is not earned by providing goods or services. Unearned income includes, but is not limited to Social Security income benefits, unemployment compensation, child support, alimony, interest, dividends, etc.

V

VISTA – Volunteers in Service to America

VERIFY – To check, confirm or establish whether a statement or condition is true or accurate by obtaining a copy, viewing a copy or obtaining a verbal description of the evidence.

W

WBA – Weekly Benefit Amount (for unemployment insurance)

WIC – Women, Infants and Children Program

X Y Z

XEROX – Xerox (formerly Affiliated Computer Services) is the HMK fee-for-service payment contractor for dental and SED mental health services.

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