



MEPD and TW Bulletin 24-13

Date: Oct. 4, 2024

To: Eligibility Services Supervisors and Staff
Program Managers
Regional Directors
Regional Attorneys
Hearings Officers

From: Access and Eligibility Services Program Policy
State Office 2106

Subject: Updates to Asset Verification System as Verification

The information in this bulletin will be included in a future handbook revision. Until the handbook is updated, staff must use the information in this bulletin. If you have any questions regarding the policy information in this bulletin, follow regional procedures.

Active bulletins are posted on the following websites:

- [Medicaid for the Elderly and People with Disabilities Handbook \(MEPDH\)](https://hhs.texas.gov/laws-regulations/handbooks/mepd/policy-bulletins) at <https://hhs.texas.gov/laws-regulations/handbooks/mepd/policy-bulletins>.
- [Texas Works Handbook \(TWH\)](https://hhs.texas.gov/laws-regulations/handbooks/texas-works-handbook/texas-works-bulletins) at <https://hhs.texas.gov/laws-regulations/handbooks/texas-works-handbook/texas-works-bulletins>.

Updates to Asset Verification System as Verification

Background

Federal regulations require states to access all available electronic data sources (ELDS) and attempt to determine and redetermine eligibility using reliable information in the case record and information available through ELDS.

The Asset Verification System (AVS) is an online data source that provides financial account information for a person applying for certain Medicaid for the Elderly and People with Disabilities (MEPD) types of assistance (TOAs).

This bulletin provides additional policies and processes to support the implementation of the new AVS policy provided in [MEPD and TW Bulletin 24-08 Asset Verification System as Verification](#).

Current Policy

[MEPD and MSP](#)

When processing an application, renewal, or adding a person or program transfer for MEPD TOAs that require a resource test, staff must request AVS during data collection to verify financial account information and explore potential transfers of resources if applicable. [MEPDH R-3740 Asset Verification System \(AVS\)](#)

AVS is acceptable verification of financial accounts. [MEPD and TW Bulletin 24-08 Asset Verification System as Verification](#)

For initial applications, request 60 months of AVS information. For reapplications, annual reviews and program transfers, request AVS information for the months between the last AVS response and the current case action. If AVS was not previously requested, request 60 months of AVS information. [MEPDH R-3742 AVS Requests](#)

[Renewals](#)

Request AVS information at redetermination before requesting information from the recipient. [MEPD and TW Bulletin 24-08 Asset Verification System as Verification](#)

[Streamlined Redetermination](#)

For certain community-based cases, a passive redetermination may be completed based on information available in the case record without requiring a renewal form. Form H1200-SR, Streamlined Redetermination for MEPD, is sent for community-based cases that meet the criteria for a passive redetermination. If there are no changes in income or resources, the renewal form does not need to be returned. [MEPDH B-8440 Streamlined Redetermination \(Passive Redetermination\)](#)

[AVS Consent](#)

Consent to access AVS is required for each person whose assets are considered in the eligibility determination. Consent is provided by signing an application or renewal form that contains the AVS consent language. [MEPDH R-3741 AVS Consent](#)

When processing a redetermination, AVS information is requested during data collection. AVS information is not automatically requested during the administrative renewal process.

All AVS responses provide 60 months of financial account information.

New Policy

[MEPD and MSP](#)

[AVS Requests](#)

[Applications](#)

When processing an application for the following community-based TOAs, request AVS information for the month of application and three months prior.

- Pickle (TP 03)
- Supplemental Security Income (SSI) Prior Medical (TP 11) - at application only
- Community Attendant Services (CAS) (TP 14)
- Disabled Adult Child (DAC) (TP 18)
- Disabled Widow(er) (TP 21)
- Early Aged Widow(er) (TP 22)
- Specified Low-Income Medicare Beneficiaries (SLMB) (TP 23)
- Qualified Medicare Beneficiaries (QMB) (TP 24)
- Qualified Disabled and Working Individuals (QDWI) (TP 25)
- Qualifying Individuals (QI-1) (TP 26)
- A&D Emergency Medicaid (TP 30) - at application only
- Medicaid Buy-In (MBI) Program (TP 87 ME)

When processing an application for the following institutional-based TOAs, request AVS information for the month of application and 60 months prior and explore for potential transfers of resources.

- Waiver Program (TA 10)
- Program of All-Inclusive Care for the Elderly (PACE) (TA 10)
- State Group Home (TA 12)
- State Supported Living Center (TP 10)
- Non-State Group Home (TP 15)

- State Hospital (TP 16)
- Nursing Facility (TP 17)

Renewals

AVS information must be requested at redetermination before requesting information from a recipient.

Request AVS for the month the renewal form was received by selecting *Month of Application and 3 months prior* from *Number of Months* option, within Data Broker.

All MEPD TOAs go through the administrative renewal process. Streamlined redetermination is no longer an option.

Denials

If AVS information causes a denial, request additional information and use that information for the eligibility determination.

Children Under 16

Request AVS information for all MEPD applicants and recipients regardless of age. Due to age restrictions for the Data Broker Combined Report, an AVS request for a child under 16 cannot be submitted by selecting the AVS icon in the Texas Integrated Eligibility Redesign System (TIERS)

For children under 16, submit an AVS request through the standalone Data Broker portal.

Automation

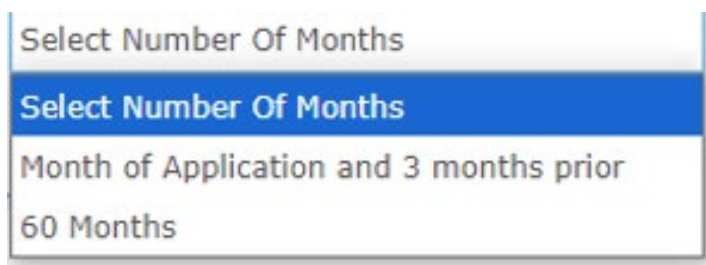
Additional AVS Request Fields

There are two new mandatory fields on the *Request Details* screen in Data Broker:

- Number of Months
- File Month

Number Of Months:	Select Number Of Months
File Month:	mm/dd/yyyy

For the Number of Months field, select Month of Application and 3 months prior or 60 Months based on the applicable TOA.



The image shows a screenshot of a dropdown menu. The menu is titled "Select Number Of Months" and is currently open, displaying the following options: "Month of Application and 3 months prior" and "60 Months". The menu has a blue header bar with the title "Select Number Of Months" in white text.

For the *File Month* field, enter the date the application or request was received, also known as the file date.

Note: Do not re-request AVS if a previous AVS request was submitted for the same time frame within the previous 60 days.

Example: An application for the QMB program is processed, and AVS is requested for the *Month of Application and 3 months prior*. The QMB recipient enters a nursing facility 30 days later and requests nursing facility Medicaid. Submit a new AVS request and select *60 Months* in the *Number of Months* field. The message for re-requesting AVS within 60 days will not appear because the request is for a different timeframe.

[Additional Accounts Reported by AVS](#)

The AVS response includes the following types of financial accounts:

- Checking Account
- Savings Account
- Annuity
- Certificate of Deposit (CD)
- Convertible Bond
- Burial Funeral
- Custodial Other
- Custodial Retirement
- Individual Retirement Account (IRA)
- Keogh
- Money Market
- Rent Security
- Trust
- Xmas Club
- Other

Review the accounts on AVS response and compare with the resources listed in case record. If the AVS response includes an account type that is not listed on the *Liquid Resource LUW*, create the appropriate resource record.

Custodial Other, Custodial Retirement and Rent Security are types of trust accounts. Review the AVS response to determine the type of trust, create a new resource record and follow trust account policy for treatment of a trust including review by legal. Pend the case for additional information if needed to determine whether the trust is a countable resource.

Xmas (Christmas) Club accounts are a type of savings account.

Streamlined Redeterminations

The *Streamlined Redetermination for MEPD – Details* LUW is a *Read-Only* screen and cannot be updated. All questions are set to *No* and greyed out.

Recipients who previously received Form H1200-SR, MEPD Streamlined Redetermination, will now receive [Form H1200](#), Application for Assistance – Your Texas Benefits.

The screenshot displays a web form titled "Streamlined Redetermination For MEPD - Details". At the top, it shows "Case Name:", "Case #:", "Case Mode:", and "Case Status: Approved". Below this, there are navigation buttons: "Reset", "Previous", and "Next". The "Dates" section includes "Effective Begin Date" (09/01/2024) and "End Date" (mm/dd/yyyy). The "Streamlined Reporting Information" section contains two dropdown menus, both set to "NO": "Is this household eligible for Streamlined Redetermination?" and "If no, is household eligible for H-1200-A at next redetermination?". Another set of "Reset", "Previous", and "Next" buttons is located at the bottom of the form.

Changes to TIERS were released with TIERS Release 118.1 on Sept. 28, 2024.

Continue to follow instructions in Contingency Processing Method (CPM) #1274151 for accepting AVS information as verification of a financial account in TIERS.

Correspondence

[Application Forms](#)

AVS consent language is included on Form H1200-EZ, Application for Assistance - Aged and Disabled, Form H1200-EZ-MSP, Application for Assistance - Aged and Disabled and Form H1200-PFS, Medicaid Application for Assistance (for Residents of State Facilities). If the asset verification consent question in the *Edit Existing Individual ID Information LUW* in TIERS is blank or answered as NO or PEND, review inbound correspondence history to ensure the current renewal form, or a previous application or renewal form, is signed and contains the AVS consent language and update the response appropriately.

If the application or renewal form does not contain the consent language or does not contain the signature of the person whose assets are considered in the eligibility determination, pend for a signed [Form H0003, Agreement to Release Your Facts](#).

AVS consent ends if benefits are denied, revoked, or terminated. If AVS consent was previously obtained before a break in coverage, pend the case and obtain a new signed Form H0003.

Handbook

The MEPDH is scheduled to be updated in the December 2024 revision.

The TWH is currently scheduled to be updated in the January 2025 revision.

Training

The web-based training, *Asset Verification System*, available in the [Data Broker Portal](#), is updated to reflect the new policy and processes.

The following Job Aids are available in the Job Aid Repository (JAR):

- [2 for Q MEPD – Check Box](#)
- [2 for Q CCC MEPD – Check Box](#)
- [Asset Verification System](#)
- [Bank Account – Encumbered Funds](#)
- [Helpful Tip – AVS Enhanced Response](#)
- [Financial Institutions AVS Response – Immediate and Delayed](#)
- [R118.1 Reasonable Compatibility for Resources and Adding AVS to Electronic Data Source](#)

Effective Date

This policy is effective with the release of this bulletin.