

CATASTROPHIC ILLNESS IN CHILDREN RELIEF FUND COMMISSION
POLICY/ADMINISTRATIVE PROCEDURE

SUBJECT: Twelve Month Time Period
REVISED: May 18, 2022
EFFECTIVE DATE: December 4, 2019
AUTHORITY: N.J.A.C. 10:155-1.13

I. POLICY STATEMENTS: (if applicable)

N.J.A.C. 10:155-1.13 states:

In screening a child/family for eligibility for the Fund, expenses and income shall be measured by any prior consecutive 12-month time period in the seven years (84 months) prior to the date the application for assistance is postmarked and mailed, faxed, or electronically delivered to the State Office. Applications may be accepted any time throughout the year.

II. PROCEDURE:

a. The eligibility analyst will confirm the consecutive 12-month time period by verifying the dates of services that medical expenses were incurred. Time-periods may be adjusted by staff to provide maximum benefit to the family. Staff shall advise the family of any adjustment made to the application.

b. Back-Dated Eligibility Start Dates

In some cases, a family may request an application time period that does not correspond with a full 12 months of medical expenses. Examples include individual expenses or episodes for which a family requires immediate reimbursement, such as in cases of impending repossession or bankruptcy, or in cases of the death of a child, where future expenses will not be incurred.

In these cases, the beginning of a 12-month time period may precede the date of birth and/or medical diagnosis, to speed up the Commission review process. Staff shall advise families that future applications for the same child may not be submitted until 12 months following the end date of the back-dated 12-month time period.

PREPARED BY:
Michelle Walsky

DATE:
December 9, 1997

REVISED:
Christian Heiss
Christian Heiss

DATE:
November 13, 2019
May 18, 2022