



State of New Jersey

DEPARTMENT OF HUMAN SERVICES
DIVISION OF MEDICAL ASSISTANCE AND HEALTH SERVICES
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JON S. CORZINE
Governor

JENNIFER VELEZ
Commissioner

JOHN R. GUHL
Director

MEDICAID COMMUNICATION NO. 09-07

DATE: March 23, 2009

TO: County Welfare Agency Directors
Document Control Unit Coordinators
Statewide Eligibility Determination Agency
Institutional Services Section Area Supervisors

SUBJECT: Multiple Demographic Field Changes in Medicaid Eligibility System

Please be advised that effective immediately the Medicaid Eligibility System will no longer accept multiple demographic field changes for the same person on the eligibility file. The system will only allow one demographic field change to an existing Medicaid Eligibility record.

Prior to adding a new record or updating an existing record, it is important to verify that the Medicaid case number is unassigned and has not been utilized in the past. A Medicaid case number that has previously been assigned cannot be reused. This action creates issues with claims payments and service delivery for both the original recipient as well as the new recipient.

It is equally important to remember NOT to delete any past eligibility segments from the system. Voiding these past eligibility segments creates the potential for financial recovery of paid claims causing recipients to be billed for those services erroneously.

Should you have any questions or experience any difficulty entering data onto the Medicaid Eligibility System, you may contact Doug Eide, Office of Information Systems, at 609-588-2897.

Sincerely

A handwritten signature in cursive script that reads "John R. Guhl".

John R. Guhl
Director

JRG:D

C: Jennifer Velez, Commissioner
Department of Human Services

William Ditto, Executive Director
Division of Disability Services

Kevin Martone, Deputy Commissioner
Department of Human Services

Jennette Page-Hawkins, Director
Division of Family Development

Kenneth W. Ritchey, Assistant Commissioner
Division of Developmental Disabilities

Christine Moses, Director
Division of Youth and Family Services
Department of Children and Families

Heather Howard, J.D., Commissioner
Kathleen M. Mason, Assistant Commissioner
Patricia Polansky, Assistant Commissioner
Department of Health and Senior Services