WF300 - EIS INQUIRIES
Change #2-2012
November 1, 2012

WF301   APPLICATION INQUIRY (AD) GENERAL INFORMATION

Use Application Inquiry to view information on any application registered in EIS. Information on applications that have been dispositioned and on pending applications can be viewed on this screen.

There are 4 ways to perform inquiries on applications: by application number, by Individual ID number, by Social Security Number, or by accessing the application data using the Name Search function shown earlier.

WF301.01   METHODS

A.   Application Number Inquiry

Use this selection to view the most current application data when the application number is entered.

From the EIS Inquiry Menu, key "AD" in the SELECTION field and the 7-digit application number followed by a "G" in the KEY field. (See 'Results' below.)

B.   Individual ID - Application Inquiry

Use this selection to view the most current application data when the Individual ID is entered.

From the EIS Inquiry Menu, key "AD" in the SELECTION field and the Individual ID number in the KEY field.

The following screen appears showing any application that includes the individual whose Individual ID was entered.

```
                    APPLICATION DATA FOR INDIVIDUAL ID NO. 00000000 X

   SEL FORM ID          AID-AT   APPL-DT      CASE-D  DISPOSITION    DATE   REASON CO  DIST

   0000000G             X XX     00/00/00     00000000                     00/00/00 00  000


   SELECTION                            KEY
    KEY AN S BESIDE FORM-ID FOR INQUIRY
```

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C.   Social Security Number - Application Inquiry

Use this selection to view the most current application data when the SSN is entered.

From the EIS Inquiry Menu, key "AD" in the SELECTION field and the individual's SSN in the KEY field.

The following screen appears showing any applications that include the individual whose SSN was entered.

```
EJA901        EIS APPLICATION DATA FOR PENDING APP NO     xxxxxxx G

     NAME              AID-CAT         QI1 NCHC FAMPLN        APPL-DT      CASE-ID
XXXXXXX XXXXXX        XXXX                              00000000  0  00000000
ADDRESS LINE 1    WORKER  CO CO-CASE DIST IND-CT FOOD-STAMP-NO HEAD INCL?
0000XXXXXX XX      0000    00  0000      0000       00
  ADDRESS LINE 2     VER        BD  P/DISPOSITION DATE    REASON  NOTICE  STATUS
                               X        0000000  XX                    XX
CITY    STATE  ZIP APP RECVED R/DISPOSITION  DATE   REASON  NOTICE  LCD
XXXXX    XX    0000              000000000   XX
LN    INDIVIDUAL NAME      BIRTH-DT   SX     CZ   D   CM      SSN         CAP  INDIV-ID
01    XXXXX XXXXXX      00000000      X      X    X   X     000000000    000000000X
02    XXXXX XXXXXX      00000000      X      X    X   X     000000000    000000000X


SELECTION        KEY
604-INQUIRY IS COMPLETE
```

WF301.02   RESULTS

There are two screens that can appear from the inquiries in A., B., and C., above.

A.   Pending Applications: When an application is pending, the following screen appears showing the most current application data.

```
EJA901        EIS APPLICATION DATA FOR PENDING APP NO     xxxxxxx G

     NAME              AID-CAT         QI1 NCHC FAMPLN        APPL-DT      CASE-ID
XXXXXXX XXXXXX        XXXX                              00000000  0  00000000
ADDRESS LINE 1    WORKER  CO CO-CASE DIST IND-CT FOOD-STAMP-NO HEAD INCL?
0000XXXXXX XX      0000    00  0000      0000       00
  ADDRESS LINE 2     VER        BD  P/DISPOSITION DATE    REASON  NOTICE  STATUS
                               X        0000000  XX                    XX
CITY    STATE  ZIP APP RECVED R/DISPOSITION  DATE   REASON  NOTICE  LCD
XXXXX    XX    0000              000000000   XX
LN    INDIVIDUAL NAME      BIRTH-DT   SX     CZ   D   CM      SSN         CAP  INDIV-ID
01    XXXXX XXXXXX      00000000      X      X    X   X     000000000    000000000X
02    XXXXX XXXXXX      00000000      X      X    X   X     000000000    000000000X


SELECTION        KEY
604-INQUIRY IS COMPLETE
```

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NOTE: If the application has been placed on hold, "HD" appears in "STATUS."

The CAP Indicator is displayed until the application is disposed. The indicator displayed is either a 'space', 'E', 'F', 'O', 'S', or 'T'.

B.   **Disposed Applications:** When an application has been dispositioned, the following screen appears showing the case information at disposition of the application.

```
EJA901        EIS APPLICATION DATA FOR PENDING APP NO    xxxxxxx G

      NAME            AID-CAT      QI1 NCHC FAMPLN      APPL-DT      CASE-ID
XXXXXXX XXXXXX          XXXX                            00000000   0  00000000
ADDRESS LINE 1   WORKER  CO CO-CASE DIST IND-CT FOOD-STAMP-NO HEAD INCL?
0000XXXXXX XX       0000    00   0000     0000        00
  ADDRESS LINE 2     VER        BD  P/DISPOSITION DATE    REASON NOTICE STATUS
                                X         0000000  XX                      XX
CITY    STATE  ZIP APP RECVED R/DISPOSITION  DATE    REASON NOTICE LCD
XXXXX    XX    0000              000000000   XX
LN    INDIVIDUAL NAME      BIRTH-DT   SEX    CZ  D  CLM     SSN        CAP INDIV-ID
01    XXXXX XXXXXX        00000000     X     X   X   X    000000000   000000000X
02    XXXXX XXXXXX        00000000     X     X   X   X    000000000   000000000X


SELECTION      KEY
604-INQUIRY IS COMPLETE
```

WF302   BUDGET HISTORY (BH)

Use this selection to view budget history information on the case.

From the EIS Inquiry Menu, key "BH" in the SELECTION field and the 8-digit Case ID in the KEY field.

The following screen appears.

```
EJA068          ELIGIBILITY INFORMATION SYSTEM           00/00/2002
                BUDGET HISTORY SELECTION SCREEN          PAGE  001
                     CASE ID xxxxxxxx

      BENEFIT  PAYMENT                                 JOB SANC GRANT
  SEL   MONTH   AMOUNT   CO  WRK  DIST CASE HEAD NAME   BON 4D M RECOU

        07/2002  272.00   60   237   237   JANE     DOE

        11/2001  272.00   60   274   274   JANE     DOE

        08/2001  204.00   60   274   274   JANE     DOE



  SELECTION    KEY xxxxxxxx   TO SELECT, ENTER "S"
  PRESS ENTER   PF2-INQ MENU  PF7-BACKWARD  PF8-FORWARD
```

NOTE: Substance Abuse is not separately identifiable as MRA.

WF303   CASE LEVEL INQUIRIES

Use the following instructions to view case information for any active or terminated case.

WF303.01   CURRENT CASE DATA (CD)

Use this selection to view current information on the case.
From the EIS Inquiry Menu, key "CD" in the SELECTION field and the 8-digit Case ID in the KEY field.

The following screen appears.

```
                          EIS CURRENT CASE DATA

CASE-ID xxxxxxx  CREATED xxxxxxx LAST-CHG  xxxxxxx FORM-ID xxxxxxx B
CO xx CO-CASE  xxxxxx DIST F04 CO-REASSIGN  0  000000 TERM    00000000
CHEAD/PAYEE xxxxxxx   x  xxxxxxx       ID xxxxxxxxxx (LANG. PREF.)       PH#
ADDRESS LINE 1                   ADDRESS LINE 2
CITY xxxxxx              STATE xx    ZIPCODE xxxxx  WORKER-NO xxx  NEEDS UNIT
SUB-PAY-CODE         SUB-PAYEE-NAME                              CHEAD/DIS

APPLICATION-NO xxxxxxx           APPL-DATE xxxxxxxx             APPL-TYPE
ONGOING-DISP: DATE xxxxxx   REASON xx       RETRO-DISP: DATE 00000000 REASON
AID-PROG x  AID-CATG xx CHILD ONLY RSN    SPOUSE IND
PYMT-REVW-PERD xxxxxx xxxxxx PYMT-TYPE x  MO-PYMT-AMT xxxxxPYMT-EFF  xxxxxx
MED-STAT x MED-EFF-DATE xxxxxx   MEDICAID-CERT-PERD 00000000 00000000
MED-DEDUCTIBLE-BAL 00000.00  MEDIC-CLASS x   PAT-MO-LIABILITY-AMT 00000

GROSS INC 00000.00  DISREGD 00000.00  TOT-UNEARN 00000.00  MAIN-AMT xxxxxxxx
WORK-EXP 00000.00  NET-EARNED 00000.00  RSDI-AMT 00000.00  AMBULATORY-CAP
CHILD/ADULT-CARE  00000.00  SSI-AMT 00000.00 DOMICILIARY-RATE  0000.00
GRANT-RECOUPMENT    0000 000000   TOT-COUNTABLE-MO-INC 00000.00

FOOD-STAMP      STEP-PARENT 0 PACE-ENRLL      EPICS CLM x SSI x VA-PAY x
SELECTION:       KEY:
```

WF303.02   INDIVIDUALS IN A CASE (CI)

Use this selection to determine which individuals are in a case.

From the EIS Inquiry Menu, key "CI" in the SELECTION field and the 8-digit Case ID in the KEY field.

The following screen appears.

```
                       EIS INQUIRY
                   INDIVIDUALS IN CASE

 INDIVIDUAL ID  OPENED   CLOSED  CLM   INDIVIDUAL ID  OPENED   CLOSED  CLM
  xxxxxxxxx    xx/xx/xxxx 00/00/0000  N    xxxxxxxxxx    xx/xx/xxxx  00/00/0000  N



SELECTION      KEY  20655868
PRESS PF8 FOR ID INQUIRY
```

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From this screen, press PF8 to access the current individual (ID) information on each person in the case.

WF303.03   ALL CASE HISTORY (CC)

Use this selection to view all history associated with a particular Case ID.

From the EIS Inquiry Menu, key "CC' in the SELECTION field and the 8-digit Case ID in the KEY field.

The following screen appears.

```
EIS INQUIRY
              CASE HISTORY FOR xxx-xxxx-x

              DISPOSITION
 CASE        APPL    ***ONGOING*** ****RETRO****  TERMINATION  AID
  ID   CO    DATE        DATE RS      DATE  RS    DATE    RS  PROG
xxxxxxxx 60  01/11/2000  01/13/2000 A1  00/00/0000    07/31/2002  54  MAF
xxxxxxxx 60  01/11/2000  01/13/2000 A1  00/00/0000    12/31/2001  67  AAF
xxxxxxxx 60  12/06/1991  01/15/1992 A1  00/00/0000    01/31/2000  82  AAF



 SELECTION  CC   KEY xxxxxxxx
 604-INQUIRY IS COMPLETE
```

WF303.04   CASE HISTORY (CH)

Use this selection to view all cases associated with a particular Case ID.

From the EIS Inquiry Menu, key "CH" in the SELECTION field and the 8-digit Case ID in the KEY field.

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```
                    EIS CASE HISTORY OF CASE-ID  000000000
CASEID          0000000   CO    00      AID-PROG   X    AID-CATG   XX
ONGOING-DISP:DATE         042589    REASON   L8          RETRO-DISP: DATE
APPLICATION- DATE         030389
TERMINATION- DATA                   TERM-REASON    TERM-DATE
CASEID             CO               AID-PROG       AID-CATG
ONGOING-DISP:DATE                   REASON         RETRO-DISP:    DATE  REASON
APPLICATION- DATE
TERMINATION- DATA                   TERM-REASON    TERM-DATE
CASEID             CO               AID-PROG       AID-CATG
ONGOING-DISP:DATE                   REASON         RETRO-DISP:    DATE  REASON
APPLICATION- DATE
TERMINATION- DATA                   TERM-REASON    TERM-       DATE
CASEID             CO               AID-PROG       ADO-CATG
ONGOING-DISP:DATE                   REASON         RETRO-DISP:    DATE  REASON
APPLICATION- DATE
TERMINATION- DATA                   TERM-REASON    TERM-       DATE


SELECTION                    KEY      00000000
```

Press "PF1" to continue if there are additional screens.

WF303.05   CASE MULTI-VALUES (CM)

Use this selection to view case level Special Use and Special Review Data for any case.

From the EIS Inquiry Menu, key "CM" in the SELECTION field and the 8-digit Case ID in the KEY field.

The following screen appears.

```
              EIS CASE MULT-VALUES FOR CASE-ID
    INDIVIDUALS-IN-CASE      SPECIAL-USE      SPECIAL-REV



    SELECTION       KEY
    604--INQUIRY IS COMPLETE
```

WF303.06   SPECIAL COVERAGE (CS)

Use this selection to view Special Coverage information for the case associated with the Case ID.

From the EIS Inquiry Menu, key "CS" in the SELECTION field and the 8-digit Case ID in the KEY field.

```
              EIS CASE SPECIAL COVERAGE INQUIRY
    CASE ID  00000000
    CASEHEAD NAME    XXXX            XXXXX
                     CODE   BEGIN-DATE        END-DATE

    SELECTION       KEY
    604-INQUIRY IS COMPLETE
```

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WF304   CHECK HISTORY (PC)

State issued checks for the current month or prior months are posted to Check History the night following the night the DSS-8125 processes. For example, if a check is issued the night of August 9, 2006, Check History is updated with the check information the night of August 10, 2006. The worker can view the updated Check History on August 11, 2006.

County issued checks are posted to Check History twice a month for the current month or prior months.

1.   Eight (8) work days from the end of the month; and
2.   The last work night of the month.

A.   Check History by Case ID (PC)

Use this selection to view all payment history for a particular Case ID. Checks (State issued and County issued), refunds, and other adjustments are displayed. The BNF DIV column will display code 'Y' if check issued is for Benefit Diversion.

From the EIS Inquiry Menu, key "PC" in the SELECTION field and the 8-digit Case ID in the KEY field.

```
EJA901                     EIS CHECK HISTORY FOR CASE-ID xxxxxxxx

TRAN  RCP                              AID     CO          BNF    POST
CODE  CNT  FROM    THRU   CK/QC/RC  PRO/CAT  NO   TYPE   DIV    AMOUNT   DATE


 34   104  05/2002 05/2002 11084821   TNF     30    1            324.00   2002/05
 34   104  04/2002 04/2002 11084819   TNF     30    1            134.00   2002/05
 30   103  12/1999 12/1999 63427689   TNF     30    1            137.00   1999/11
 34   103  11/1999 11/1999 63373251   TNF     30    1            137.00   1999/11
 02   003  11/1999 11/1999 63337993   TNF     30                 212.00   1999/11

SELECTION: PC   KEY: 73145131
```

B.   Check History by Check Number (CN)

Use this selection to view Check History by check number. This search displays the Case ID, Aid Program/Category, County Number, and Transaction Code for the check number entered.

1.   From the EIS Inquiry Menu, key 'CN' in the Selection field and the check number in the KEY field. Press ENTER. The following screen displays.

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```
EJA908      EIS CHECK HISTORY MATCHES BY CHECK NUMBER 00011111

SEL     CASE        AID     CO      TRAN
         ID        PR/CT    NO      CODE

       88888888     AAF     79       37
       88888888     AAF     01       37
       88888888     TNF     01       37




SELECTION:   CN   KEY: 00011111
NO MORE DATA TO DISPLAY
```

2.   'CN' remains in the SELECTION field and the Check Number remains in the KEY field.

3.   If there is more than one page of dates, press the PF8 key to scroll forward.

4.   Enter an 'S' under the SEL column to the left of the Case ID to view Check History for that case ID.

WF305   FAMILY VIOLENCE (FV)

Use this selection to view Family Violence tracking information for the case associated with the Case ID.

From the EIS Inquiry Menu, key "FV" in the SELECTION field and the 10-digit Individual ID in the KEY field.

The following screen appears.

```
EJA071        NC DEPT OF HEALTH AND HUMAN SERVICES      DATE: 0/00/02
              ELIGIBILITY INFORMATION SYSTEM            TIME: 13:39:19
                  FAMILY VIOLENCE INQUIRY

       INDIVIDUAL -  123456789S          JANE DOE


        CODE   BEGIN DATE   END DATE


  SEL FV   KEY 123456789S
  MSG:
  PF2/14 INQUIRY MENU   PF7/19 BACK     PF8/20 FORWARD  PF3/15 ADD
```

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WF306   INDIVIDUAL INQUIRES

Use the following instructions to view information about the individual(s) in a case.

WF306.01   CURRENT INDIVIDUAL DATA (ID)

This selection lists current demographic information about the individual.

From the EIS Inquiry Menu, key "ID" in the SELECTION field and the 10-digit Individual ID in the KEY field. The following screen appears. Follow the function keys displayed at the bottom of the screen.

The following screen appears.

```
EJA911                      INDIVIDUAL INQUIRY SCREEN                  DATE:

ID                      NAME

DATE OF BIRTH        STATUS IN CASE        SSN
DATE OF DEATH        FAMILY STATUS         RSDI CLAIM NO
SEX                  LIVING ARR            PVDR NUMBER
RACE                 REF CODE/DATE  0000/00  TPR INS TYPE
ETHNICITY            ALIEN ID              CITIZEN/ID
LANGUAGE             DIS

GROSS EARN   0000.00    WORK REGISTRA      EMP&TRAIN
CHILD ADULT  0000.00    SPEC RPT           EMP&TRAN DATE
WORK EXPEN   0000.00    ED. LEVEL          MEDICARE DATE
NET EARN     0000.00    ED. EMPL            MEDICARE A
                       IVD IND             MEDICARE B
WF JOB BONUS           HMO ENROLLED       EPICS CLAIM
MA JOB BONUS           REL TO PAYEE       PACE ENROLLED

CREATE DATE        LATEST CASE ID       LATEST FORM ID    0000000B
TERM DATE          LATEST COUNTY        LATEST DTE UPDT
CRD ISSUE DTE
SEL:   KEY
INQUIRY IS COMPLETE   PF6=CASE  PF5=MED ABC  PF4=MED D  PF8=FORWARD   PF9=INDV PROFILE
```

WF306.02   CURRENT INDIVIDUAL PROFILE (IP)

Use this selection to display the most current Work First tracking dates for IVD and/or MRA sanctions, Work First and/or Medicaid Job Bonus, Work First Teen Parent tracking indicator, Work First 12/24/60 XFER IN Eligibility Time Limit months, Benefit Diversion, Family Violence, and Individual Eligibility segment. Refer to WF1500 – Tracking Functions.

From the EIS Inquiry Menu, key "IP" in the SELECTION field and the 10-digit Individual ID in the KEY field.

The following screen appears.

Follow the function keys displayed at the bottom of the screen.

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```
EJA067                    INDIVIDUAL PROFILE                 DATE:

  ID        NAME                              CURRENT IE

  IVD SANC BEG DTE        CROSS REF IDS       HIST FROM
  IVD SANC END DTE                            AUTH FROM
  MRA SANC BEG DTE                            HIST TO
  MRA SANC END DTE                            AID PROG
  WF JOB BONUS BEG                            MED CLASS
  WF JOB BONUS END                            SSI
  MA JOB BONUS BEG                            CTY
  MA JOB BONUS END        SPECIAL USE         PAY TP
  STATUS IN CASE                              CASE ID
  TEEN PARENT                                 DB/PML CD
  TOT 12 MTHS USED                            DB/PML AMT
  TOT 24 MTHS USED                            SPEC COV
  TOT 60 MTHS USED                            AMB CAP
  TOT MTHS XFER IN                            LIV ARR
  BENEFIT DIVERSION                           SPECL NEED
  FV    BEGIN DATE                            PCHP IND
        END DATE                              CA/HMO PVDR
  WF JQ BEGIN DATE                            AUTO ASSGN
  WF JQ END DATE                              PVDR CHG
  DISABILITY IND                              DIST > PVDR


  SEL:  KEY          MSG:
  INQUIRY IS COMPLETE  PF2=INQ MENU  PF4=MED D  PF5=MED ABC  PF9=INDV INQ
```

> **NOTE:** A new Individual Medicaid Eligibility segment is created every
> time the Medicaid Effective Date is updated.

WF306.03   INDIVIDUAL MEDICAID ELIGIBILITY HISTORY (IE)

Use this screen to view an individual's current and historical Medicaid eligibility
periods.

From the EIS Inquiry Menu, key "IE" in the SELECTION field and the 10-digit
Individual ID in the KEY field.

The following screen appears.

```
        EIS INDIVIDUAL ELIGIBILITY HISTORY FOR 123456789L

HIST FROM AUTH FROM HIST THRU PGM CLS SSI CO PAY  CASE ID LIV CD DB/PML COV
                       AMB      SN       PROVDR NUM  (AUTO RSN DIST)

  08/01/2002  08/01/2002  99/99/9999   AAF   C   N   45   1  99438160 10
                                             344556A     ( N  L)
  07/01/2002  07/01/2002  07/31/2002   MAF   C   N   45   9  99438160 10
                                             344556A     (      )
  04/01/2002  04/01/2002  06/30/2002   AAF   C   N   45   1  99438160 10
                                             344556A     (      )


  SELECTION     KEY  123456789L
  607-PRESS PA1 KEY FOR NEXT SCREEN
```

WF306.04   MANAGED CARE PROVIDER DATABASE (MP)

Use this screen to view information for a Managed Care Provider. The information is based on the Provider Number entered.

From the EIS Inquiry Menu, key 'MP' in the SELECTION field. The following screen appears.

```
EKA939S1                 NC DEPT OF HEALTH AND HUMAN SERVICES
EJA939                      MANAGED CARE PROVIDER DATABASE

PROV #:                 OLD PROV #:              MANAGED CARE CATEGORY:
CAROLINA ACCESS IND:           NATIONAL PROVIDER IDENTIFIER:
HOSPITAL PRIVILEGES:           OFFICE HOURS:
PVDR ADMIN#:                   AFTER HOURS CODE:

GROUP/INDIVIDUAL PROVIDER:
 LAST:                 FIRST:                 MI:      SPECIALITY CODE:
SITE NAME/LOCATION:
 CLINIC:
 LINE-1:                                LINE-2:
 CITY:                          STATE:  ZIP CODE:         COUNTY:
 OFFICE PHONE:                  AFTER HOURS:

COUNTIES BEING SERVED:
RESTRICTIONS:
PATIENT ASSIGNMENT:   MAXIMUM: 00000    CURRENT:
CA CONTACT PERSON:  FIRST:         LAST:                        MI:
PARTICIPATION DTES: (MMDDCCYY) FROM:      THRU:  00000000  LAST CHG:


 PF2/14=MENU  PF3/15=ADD PVDR  PF4/16=NOTEPAD  PF5/17=XREF  PF6/18=SCREEN2
 PLEASE ENTER PROVIDER ID
```

WF306.05   MANAGED CARE HISTORY INQUIRY (MI)

Use this screen to view an HMO or Carolina Alternatives managed care segment.

From the EIS Inquiry Menu, key "MI" in the SELECTION field and the 10-digit Individual ID in the KEY field.

The following screen appears.

```
EJA948-1   NORTH CAROLINA DEPARTMENT OF HUMAN RESOURCES      DATE: 00/00/00
            ELIGIBILITY INFORMATION SYSTEM         TIME: 00:00:00
            PACE/MANAGED CARE HISTORY INQUIRY
               INDIVIDUAL - 000000000X

    PROVIDER   CATGRY    PROVIDER      CASE ID  CNTY NO    FROM    TO     CG  AU
    NUMBER     CODE      NAME                              DATE    DATE   RS  AS

    000000X  XXXX     XXXXXX XXXXXXXXX   00000000 00   00/00/00 00/00/00
    0000000  CALT     XXXXXXX XXXXXXXX   00000000 00   00/00/00 00/00/00

    SELECTION MI   KEY 000000000X          PF7=FORWARD   PF8=BACKWARD

    INQUIRY COMPLETE
```

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WF306.06   MEDICARE A/B/C ENTITLEMENT DATA (MB)

A.   The Medicare A/B/C Entitlement Data Screen is populated by information received from the Medicare Prescription Drug Improvement and Modernization ACT (MMA) Response File and the Medicare A and B indicators keyed by the caseworker. Based on the information, Medicaid may or may not pay for prescription drugs. If the recipient is receiving Medicare A and/or B, the recipient is eligible for Medicare D. Medicare then pays for the recipient's prescription drugs. The word 'MEDICARE' is displayed on the pharmacy stub of the Medicaid card.

For more information, please see EIS 3520.

B.   The Medicare A/B/C Entitlement Data Screen may be accessed by:

1.   Entering 'MB' in the SEL field, with the individual ID number as the KEY, or

2.   Using the PF5 key from the Individual Inquiry Screen, Individual Profile Screen, or from the Medicare D Entitlement/Enrollment Screen.

Press ENTER. The following Medicare A/B/C Entitlement Data Screen displays:

```
EXB041   03              MEDICARE A/B/C ENTITLEMENT DATA        DATE: 10/24/05

IND ID:                  NAME:                             SSN:

TYPE CODE  RSDI NUM   CONT #      START     END    POSTED  UPDT BY












    SEL:    KEY                MSG: INQUIRY COMPLETE
    PF2=MAIN MENU  PF4=MED D INQ  PF3=INDV INQUIRY  PF9=INDV PROFILE
```

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C. Medicare A/B/C Entitlement Data Screen - Data Elements

DATA ELEMENT	VALUE
IND ID	Individual ID Number
NAME	Individual Name
SSN	Individual Social Security Number
TYPE	Medicare Type (A, B, C)
CODE	Medicare Code (Y, N, Z, Space) Y (Yes, populated by CMS monthly reponse file), N (No, populated by CMS monthly response file and by the county using information entered into the DSS-8125 screen at application approval), Z (Yes, populated by the county)
RSDI NUM	Individual RSDI Claim Number
CONT #	Contract Number for Medicare C
START	Entitlement Start Date
END	The End Date from the MMA Response File
POSTED	The date the changes from the CMS response file processes in EIS or the DSS-8125 in EIS.
UPDT BY	How Information Updated, MMA (CMS Response File), EIS (County), DMA (Claims Analysis)

WF306.07 MEDICARE D ENTITLEMENT/ENROLLMENT (MD)

A. The Medicare D Entitlement/Enrollment Screen is populated by information received from the Medicare Prescription Drug Improvement and Modernization ACT (MMA) Response File and the Medicare A and B indicators keyed by the caseworker. Based on the information, Medicaid may or may not pay for prescription drugs. If the recipient is receiving Medicare A and/or B, the recipient is eligible for Medicare D. Medicare then pays for the recipient's prescription drugs. The word 'MEDICARE' is displayed on the pharmacy stub of the Medicaid card.

For more information please see EIS 3520.

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B.   The Medicare D Entitlement/Enrollment Screen may be accessed by:

         1.   Entering 'MD' in the SEL field, with the individual ID number as the KEY, **or**

         2.   Using the PF4 key from the Individual Inquiry Screen, Individual Profile Screen, or from the Medicare D Entitlement//Enrollment Screen.

         3.   Press ENTER. The following Medicare D Entitlement/Enrollment Screen displays:

```
 EXB042                 MEDICARE D ENTITLEMENT/ENROLLMENT          DATE:
10/24/05

 IND ID:              NAME:                               SSN:

 ENTITLEMENT DATA
 MEDCD  RSDI NUM  START DTE   END DTE   DRUG COV   COV DTE   POSTED   UPDT BY


                   TIMELY NOTICE                    ADEQUATE NOTICE

                    00/00/0000                        00/00/0000

 ENROLLMENT DATA
 START DTE  END DTE        TYPE               PLAN      POST DTE   UPDT BY






 SEL: MD KEY 900909491K  MSG: INQUIRY COMPLETE
 PF2=MAIN MENU   PF3=INDV INQUIRY   PF5=MED ABC INQ   PF9=INDV PROFILE
```

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C.   Medicare D Entitlement/Enrollment Data Screen - Data Elements

ENTITLEMENT DATA	VALUE
IND ID	Individual ID Number
NAME	Individual Name
SSN	Individual Social Security Number
MEDCD	Medicare Code (Y, N, Z, Space) Y (Yes, populated by CMS monthly response file), N (No, populated by CMS monthly response file and by the county using information entered on the DSS-8125 at application approval), Z (Yes, populated by the county)
RSDI NUM	Individual RSDI Claim Number
START DATE	Entitlement Start Date
END DATE	Entitlement End Date
DRUG COV	Medicaid Paying For Prescription Drugs, N = No and Y = Yes
COV DTE	Coverage Date
POSTED	Date Changes From CMS Response File Processes In EIS
UPDT BY	How Information Updated, MMA (CMS Response File), EIS (County), DMA (Claims Analysis)
TIMELY NOTICE	The Date Timely Notice Mailed To Recipient
ADEQUATE NOTICE	The Date Adequate Notice Mailed to Recipient
START DATE	Enrollment Start Date
END DTE	Enrollment End Date
TYPE	Auto (Automatically enrolled in PDP), Beneficiary Choice (PDP chosen by the beneficiary), Affirmatively Declined (Beneficiary declined auto-enrollment in PDP and did not enrol on his/her own), Facilitated (Automatic enrollment of MQB recipients in PDP)
CONT#	Contract Number
PLAN	Plan Type
POST DATE	Date Changes From CMS Response File Processes in EIS
UPDT BY	How Information Updated, MMA (CMS Response File)

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WF307   SANCTION DATA (SA)

Use this screen to view an individual's sanction information.

From the EIS Inquiry Menu, key "SA" in the SELECTION field and the 10-digit Individual ID in the KEY field.

The following screen appears.

```
SANCTION DATA INQUIRY           07/26/02
  EJA993S1                                    14:44:41
  INDIVIDUAL ID: 123456789Q      JANE DOE

ACT TYPE CTY RSN  %  AMT BEG DT END DT   ISS DT    UPDT DT   CASE ID OVR




  SEL SA   KEY 123456789Q
  MSG:
  PF2/14 INQUIRY MENU
```

WF308   THIRD PARTY RECOVERY INQUIRY (TPR)

Use the following selections to view information related to a given health insurance policy for a case or an individual. The information viewed in any Third Party Recovery Inquiry is entered in EIS using the DMA-2041. See Third Party Recovery, EIS 3350.

WF308.01   TPR POLICY DATA (TP)

Use this selection to view all individuals associated with a given insurance policy.

From the EIS Inquiry Menu, key "TP" in the SELECTION field and the policy number in the KEY field.

The following screen appears.

WF300

```
THIRD PARTY RECOVERY
LAST CHANGE DATA:
FORM ID   CTY  JULIAN  WKER  DIST  POLICY NUMBER     CODE EFF DATE END DATE
TYPE
1234567A 45    2000314 001     001    26730000308          091   02011991              00
POLICYHOLDER NAME         DATE OF INITIAL DATE COMPLETED GROUP POL NO
DOLLY    Q MADISON          11092000          11092000       Q45xxxx00
GROUP NAME (IF GROUP POLICY)       STREET       CITY    STATE  ZIP CODE
?                                                 ?                 ?                         NC     290010000

             ***** ABSENT PARENT INFORMATION *****
COURT ORDER YES   NO  IVD CASE NO.      SSN.
ABSENT PARENT NAME            STREET      CITY     STATE ZIP CODE

INDIVIDUAL  BEGIN     END    BEGIN   END    BEGIN   END     REL CASE ID
123456789L  02011991  03012000                                    C 200000002


SELECTION       KEY
604-INQUIRY IS COMPLETE
```

WF308.02   INDIVIDUAL DATA (TI)

Use this selection to view all insurance information for an individual.

From the EIS Inquiry Menu, key "TI" in the SELECTION field and the ten digit Individual ID in the KEY field.

The following screen appears.

```
THIRD PARTY RECOVERY
LAST CHANGE DATA:
FORM ID  CTY  JULIAN  WKER DIST  POLICY NUMBER  CODE EFF DATE END DATE TYPE
1234567A 45   2000314 001     001    26731332308          091      02011991                00
POLICYHOLDER NAME         DATE OF INITIAL DATE COMPLETED GROUP POL NO
DOLLY    Q MADISON          11092000          11092000       Q45008000
GROUP NAME (IF GROUP POLICY)       STREET       CITY    STATE ZIP CODE
?                                                 ?                 ?                         NC   290010000

             ***** ABSENT PARENT INFORMATION *****
COURT ORDER YES   NO  IVD CASE NO.      SSN.
ABSENT PARENT NAME            STREET        CITY      STATE ZIP CODE

INDIVIDUAL   BEGIN      END    BEGIN   END    BEGIN   END     REL CASE ID
123456789L   02011991  03012000                                   C 91819121
```

NOTE: Enter each individual ID the recipient has been assigned.

WF300

WF308.03   CASE ID DATA (TC)

Use this selection to view all insurance information for a case.

From the EIS Inquiry Menu, key "TC" in the SELECTION field and the eight digit Case ID in the KEY field.

The following screen appears.

```
                        THIRD PARTY RECOVERY
LAST CHANGE DATA:
FORM ID  CTY JULIAN  WKER  DIST  POLICY NUMBER  CODE EFF DATE END DATE TYPE
1234567A 45   2000314 001    001   26700002308      091   02011991              00
POLICYHOLDER NAME            DATE OF INITIAL DATE COMPLETED GROUP POL NO
DOLLY   Q MADISON          11092000           11092000        Q00000000
GROUP NAME (IF GROUP POLICY)      STREET       CITY     STATE  ZIP CODE
       ?                                   ?            ?      NC    290010000


        ***** ABSENT PARENT INFORMATION *****
COURT ORDER YES  NO  IVD CASE NO.      SSN.
ABSENT PARENT NAME            STREET        CITY      STATE ZIP CODE


INDIVIDUAL BEGIN   END    BEGIN   END    BEGIN   END     REL CASE ID
946345147L 02011991 03012000                  C 91819121



SELECTION      KEY  12345678
607-PRESS PA1 KEY FOR NEXT SCREEN
```

WF308.04   INSURANCE COMPANIES BY CODE

The Insurance Company Names and Codes are in CICS4CICS.

To logon to SCC4CICS, follow these instructions:

A.   Key "SCC4CICS" from the Banner screen. Press ENTER The message "WELCOME TO SCC4CICS `DHHS' (CICS/TS 1.2) appears at the top of the next screen. This is the RACF screen.

B.   From the RACF screen, key your USERID, the BILL-CDE, and your PASSWORD. Press ENTER.

C.   A blank screen appears. Key "EIS3." Press ENTER.

D.   The Primary Menu screen appears.

E.   Select option '4'. Press ENTER. The Miscellaneous Inquiry menu appears.

F.   Insurance companies are listed by code order in option 3 and alphabetically in option 4.

WF300

WF309   WORKER/SUPERVISOR INQUIRIES

There are two inquiries of this type - Worker/Supervisor and Supervisor/ Worker. The WORKER NUMBER can be found by:

WF309.01   CASEWORKER INQUIRY (WI)

A.   Use this selection to find the worker number of the supervisor of a particular caseworker.

B.   From the EIS Update Menu, key "WI" in the SELECTION field, and the county number followed by the WORKER NUMBER of the caseworker in the KEY field.

EXAMPLE: In county XX, caseworker ABC has 123 as his supervisor.

The following screen appears.

```
EJA033      EIS WORKER/SUPERVISOR INQUIRY

COUNTY = XX

WKR SUPER     WKR SUPER     WKR SUPER  WKR SUPER
ABC 123

SELECTION     KEY
```

WF309.02   SUPERVISOR INQUIRY (SI)

A.   Use this selection to find all the caseworkers assigned to a particular supervisor.

B.   From the EIS Update Menu, key "SI" in the SELECTION field, and the COUNTY NUMBER followed by the WORKER NUMBER of the supervisor in the KEY field.

EXAMPLE: In county XX, supervisor MNO has 11 caseworkers assigned to him.

The following screen appears.

WF300

```
      EJA033              EIS WORKER/SUPERVISOR INQUIRY


      COUNTY = XX


        WKR SUPER    WKR SUPER    WKR SUPER     WKR SUPER


        PQR MNO
        123 MNO
        456 MNO
        789 MNO
        666 MNO
        777 MNO
        888 MNO
        999 MNO
        111 MNO
        222 MNO
        333 MNO



      SELECTION
      KEY
```

WF310   WORK FIRST/TRANSITIONAL QUARTERLY REPORTING (QR)

Use this screen to view Work First quarterly reporting and transitional benefit reporting case information.

From the EIS Inquiry Menu, key 'QR' in the SELECTION field and press ENTER.

```
  EJA933       WORK FIRST/TRANSITIONAL QUARTERLY REPORTING       FEBRUARY
                                                                 03/24/2006

  COUNTY: 00   DISTRICT:   CASE ID:      LAST NAME:              TYPE:
                                                                   QR
  STATUS RPT CASE ID  DIST CO CASE  LAST NAME   FIRST NAME  MI FSIS TYPE




  ENTER = UPDATE   PF7/19 KEY = PAGE BACK   PF8/20 KEY = PAGE FORWARD
   SELECTION     KEY
```

To view the entire county's list of clients who received a quarterly report, enter the two digit county number and press ENTER.

```
   EJA933         WORK FIRST/TRANSITIONAL QUARTERLY REPORTING     FEBRUARY
                                                                  03/24/2006

   COUNTY: 00   DISTRICT:   CASE ID:      LAST NAME:             TYPE:
                                                                   QR
   STATUS RPT  CASE ID   DIST CO CASE   LAST NAME   FIRST NAME MI FSIS TYPE
      S     1  10111101   123  C12345    DUCK        HUGHEY               5
      S     1  20111102   456  A15432    DUCK        DEWEY      D         1


   ENTER = UPDATE   PF7/19 KEY = PAGE BACK   PF8/20 KEY = PAGE FORWARD
   SELECTION     KEY
   MORE DATA AVAILABLE
```

WF300

To view a caseworker's list of clients who received a quarterly report, enter the two digit county number and the three digit worker number.

```
EJA933              WORK FIRST/TRANSITIONAL QUARTERLY REPORTING          FEBRUARY
                                                                        03/24/2006

 COUNTY: 00   DISTRICT: 456   CASE ID:      LAST NAME:                  TYPE:
                                                                         QR
STATUS  RPT    CASE ID    DIST  CO CASE    LAST NAME     FIRST NAME  MI  FSIS  TYPE
   S     1    20111102    456   A15432      DUCK          DEWEY       D          1




 ENTER = UPDATE   PF7/19 KEY = PAGE BACK   PF8/20 KEY = PAGE FORWARD
 SELECTION     KEY
```

To view a client's quarterly report status, enter the two digit county number, the three digit worker number and the client's 8 digit case number.

```
 EJA933              WORK FIRST/TRANSITIONAL QUARTERLY REPORTING          FEBRUARY
                                                                        03/24/2006

 COUNTY: 00   DISTRICT: 456  CASE ID: 95567089  LAST NAME: BALDWIN      TYPE:
                                                                         QR
STATUS  RPT   CASE ID    DIST   CO CASE    LAST NAME     FIRST NAME  MI  FSIS  TYPE
   S     1   95567089  456220   C15432      DUCK          DEWEY       D          1



 ENTER = UPDATE    PF7/19 KEY = PAGE BACK   PF8/20 KEY = PAGE FORWARD

 SELECTION     KEY
 INQUIRY COMPLETE
```

To view only Work First quarterly reports, type an 'A' in the TYPE field. To view only Medicaid quarterly reports, type a 'T' in the TYPE field. To view all quarterly reports, leave the field blank.

WF300