

**B2H CONNECTIONS/WMS SYSTEM INSTRUCTIONS  
 DJJOY – VOLUNTARY AGENCY PLACEMENT  
 UPSTATE**

	<b>Connections</b>	<b>WMS</b>
<b>Enrollment</b>	<p>To enroll a child in B2H who is in an eligible setting**, LDSS must assign a role in the FSS to the DJJOY worker and HCIA designee. DJJOY must enter the waiver enrollment information in the B2H Waiver Window on Connections.</p> <p>The Connections FSS must remain open to record CANS and IHP information, even if no child welfare services are being provided. LDSS will be responsible for maintaining the Connections case. If the child is not receiving child welfare services, the FASP queues should be ignored.</p>	<p><b>Medicaid*</b> – Children must reside in a qualified setting** to receive B2H Waiver services. DJJOY will notify LDSS when the child is residing in a qualified setting and eligible to receive B2H Waiver services. No eligibility determination is necessary as the child is categorically eligible. LDSS must then open a Medicaid case if necessary.</p>
		<p><b>R/E Subsystem</b> – LDSS must enter the appropriate waiver type and date of enrollment in the R/E subsystem.</p>
		<p><b>WMS Services Case</b> – LDSS must make changes to POS lines as necessary. The WMS Services case must remain open, even if no child welfare services are being provided. If no child welfare services are being provided, all Direct Services should be removed.</p>
<b>HCIA Transfer</b>	<p>DJJOY will notify LDSS of the HCIA transfer. LDSS must assign the role of the new HCIA staff and un-assign the role of the old HCIA staff in Connections. The Date of Transfer and the Name of the new HCIA is entered by DJJOY in the "Transfer" section on the B2H Waiver Window on Connections.</p>	<p><b>Medicaid*</b> – No action necessary.</p>
		<p><b>R/E Subsystem</b> – No update to R/E subsystem is necessary.</p>
		<p><b>WMS Services Case</b> – No action necessary.</p>
<b>Discharge from OCFS custody still B2H eligible</b>	<p>The Connections FSS must remain open to record CANS and IHP information, even if no child welfare services are being provided. LDSS will be responsible for maintaining the Connections FSS. If the child is not receiving child welfare services, the FASP queues should be ignored.</p>	<p><b>Medicaid*</b> - DJJOY will notify LDSS that the child is no longer in OCFS custody but remains B2H eligible. LDSS must determine post foster care Medicaid eligibility using B2H budgeting methodology and make case changes as needed. No eligibility determination is necessary if the child is in receipt of Medicaid through an FA or SSI case.</p>
		<p><b>R/E Subsystem</b> – No action necessary.</p>
		<p><b>WMS Services Case</b> – POS line on WMS Services case should be end dated as necessary. Services case must remain open, even if no child welfare services are being provided. If no child welfare services are being provided, all Direct Services should be removed.</p>
<b>B2H Discontinued while in OCFS custody</b>	<p>The date of the child’s discontinuance in the B2H Waiver must be entered in the B2H Waiver Window in Connections. If the child is residing in a voluntary agency, the Connections case must remain open. If the child is residing in an OCFS operated facility, the Connections case may be closed.</p>	<p><b>Medicaid</b> – DJJOY must notify LDSS that the child is no longer receiving B2H services. If the child remains in a Medicaid eligible setting***, there will be no change to the Medicaid case. If the child has been transferred to an ineligible setting, LDSS will close the Medicaid case.</p>
		<p><b>R/E Subsystem</b> - LDSS must terminate B2H Waiver in WMS R/E subsystem</p>
		<p><b>WMS Services Case</b> – LDSS must make changes to POS lines as necessary. If the child is residing in a voluntary agency, the WMS Services case must remain open. If the child is residing in an OCFS operated facility, the WMS Services case may be closed.</p>
<b>B2H Discontinued</b>	<p>The date of the child's discontinuance in the B2H Waiver must be entered in the B2H Waiver Window in Connections. If the</p>	<p><b>Medicaid</b> – DJJOY must notify LDSS that the child is no longer receiving B2H services. LDSS must determine continuing Medicaid eligibility. (Continuous coverage provisions apply)</p>

<b>post OCFS custody</b>	Connections FSS remained open only to document B2H information, it may now be closed.	<b><u>R/E Subsystem</u></b> - LDSS must terminate B2H Waiver in WMS R/E subsystem.
		<b><u>WMS Services Case</u></b> - If WMS Services case remained open only for B2H, it may now be closed.

\*To receive B2H Waiver services, a child must first be deemed Medicaid eligible. LDSS staff are required to re-determine the child's Medicaid eligibility and reauthorize it in WMS at least every 12 months for payments to be made for B2H Waiver services.

\*\* A B2H qualified setting is defined as a non-campus setting with 12 beds or less. Short term stays in unqualified settings may not affect B2H eligibility.

\*\*\* A Medicaid eligible setting is defined as foster homes or facilities including fully certified or approved foster boarding homes, agency operated boarding homes, group homes, non-public institutions, and non-secure public institutions with a capacity of no more than 25 beds.