

# Implementation Guide: Medicaid State Plan Eligibility Ticket to Work Basic

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## Ticket to Work Basic

### **POLICY CITATION**

Statute: 1902(a)(10)(A)(ii)(XV)

### **BACKGROUND**

#### **Overview**

This reviewable unit (RU) describes the Medicaid eligibility group for individuals age 16 through 64 who, except for earned income, would be eligible to receive supplemental security income (SSI) benefits. It provides the criteria under which individuals may be covered under this group, as well as the income and resource standards used.

The Ticket to Work Basic group is one of four eligibility groups collectively called the buy-in groups. If a state elects to cover one of these groups, the state may require individuals to “buy-in” to the group by paying premiums and cost sharing.

The buy-in groups are:

- Work Incentives
- Ticket to Work Basic
- Ticket to Work Medical Improvements
- Family Opportunity Act Children with a Disability

Each of the buy-in groups has its own eligibility requirements. States may apply less restrictive income and resource counting methodologies to any of these groups, using section 1902(r)(2) authority. A 209(b) state may also apply its more restrictive methodologies to these groups.

#### **Characteristics**

The Ticket to Work Basic group is an optional eligibility group established by section 1902(a)(10)(A)(ii)(XV) of the Act. This eligibility group covers individuals who:

- Meet the SSI program’s definition of disability, except for earnings;
- Have earned income;
- Are at least 16 years old, but less than 65 years of age; and
- Have income and resources that do not exceed standards established by the State.

#### *Disability*

Eligibility for the Ticket to Work Basic group is not limited to individuals who are, or have been, an SSI recipient. However, if an individual has not received a disability determination, the state must ensure that the individual meets the SSI definition of disability, except that the individual’s employment activity, earned income, and substantial gainful activity is not factored into this determination. If a 209(b) state elects to apply its more restrictive eligibility criteria to this group, and those criteria include a more restrictive definition of disability, the more restrictive definition may be applied when determining eligibility for the Ticket to Work Basic group; like

the SSI-based states, a 209(b) state should not factor into this determination the individual's employment activity, earned income, and substantial gainful activity.

#### *Earned Income*

The Ticket to Work Basic group requires that an individual have earned income, i.e., that the individual be working. The statute does not provide any specific employment requirements and does not allow states to create a definition of employment, such as a minimum standard for either number of hours worked or level of earnings. However, states may require that an individual provide evidence of earnings, such as pay stubs or evidence of FICA taxes paid.

#### **Financial Eligibility**

Each state establishes its own income and resource standards for eligibility under the Ticket to Work Basic group. States have flexibility in establishing these standards and may elect to have no income or resource standards at all.

#### *Income Standard*

Section 1902(a)(10)(A)(ii)(XV) of the Act allows states to extend eligibility to individuals who "would be considered to be receiving supplemental security income" but for earnings. The statute also states that an individual's income and resources may not "exceed such limitations (if any) as the State may establish." The flexibility described in the statute means that states may choose to impose an income standard for the Ticket to Work Basic group, or they may elect to have no income standard.

If a state does elect to impose an income standard, then an individual's countable unearned income may not exceed the SSI federal benefit rate, as the statute requires that, but for "earned income," the individual would be eligible for SSI. Countable unearned income would be determined by application of SSI's income methodologies, or a state's approved less restrictive income methodologies authorized under section 1902(r)(2) of the Act. In a 209(b) state that elects to apply its more restrictive requirements, unearned income would be compared to the state's mandatory eligibility standard for the Individuals in 209(b) States Who Are Age 65 or Older or Who have Blindness or a Disability group, and determined based on the state's more restrictive criteria (if applicable).

Subject to the limitations described above, a state may establish an income standard at any level, and may base such a standard on a percentage of the federal poverty level, a percentage of the SSI federal benefit rate, or a dollar amount. In addition, a state may establish income disregards under section 1902(r)(2) authority to create a higher effective income standard, including more flexible requirements for unearned income.

#### *Resource Standard*

Similar to the income standard, states may choose to impose a resource standard for the Ticket to Work Basic group, or they may elect to have no resource standard at all.

If a state elects to impose a resource standard, the state must generally use the SSI resource standard. A state may use its authority under section 1902(r)(2) of the Act to disregard a dollar

amount or certain types of resources. The 209(b) states may elect to apply their more restrictive resource requirements.

### *Financial Methodologies*

When an income or resource standard is established, SSI income and resource methodologies are used to determine eligibility. A separate RU, **Non-MAGI Methodologies**, describes the methodologies used by the state, and more information about the methodologies can be found in the implementation guide that accompanies that RU. 209(b) states may apply their more restrictive eligibility requirements to this group, but they are not required to do so; they may choose to use the SSI methodologies.

Options: Less Restrictive Methodologies. States may apply less restrictive income and resource methodologies under section 1902(r)(2) of the Act. These less restrictive methodologies can be applied to the Ticket to Work Basic group without applying them to any other buy-in groups.

Additional information on less restrictive income and resource counting methodologies can be found in the implementation guides that accompany the **Less Restrictive Income Methodologies under 1902(r)(2)** screen and the **Less Restrictive Resource Methodologies under 1902(r)(2)** screen.

## REVIEWABLE UNIT DEPENDENCIES

Many RUs in MACPro are dependent upon other RUs. Each time a primary RU is changed, there could be an effect on other, secondary RUs which are dependent on the primary. For example, in the **Mandatory Eligibility Groups** RU, there is a question as to whether the state covers the Adult Group. If *Yes* is selected, and if a box is checked to include the Adult Group in the submission package, then the **Adult Group** RU will be included by the system in the package and the user can navigate to it to complete it. If *No* is selected, the **Adult Group** RU will not be included in the package. In this example, the **Mandatory Eligibility Groups** RU is the *Primary RU* and the **Adult Group** RU is the *Secondary RU*. The **Adult Group** RU is considered to be dependent on selections made in the **Mandatory Eligibility Groups** RU.

Whenever a change in a primary RU may affect a secondary RU, you either need to revise the secondary RU (if it is already in the package) or add the secondary RU to the package so that it can be updated in the same submission package as the primary RU.

The following table explains the dependent relationships for the **Ticket to Work Basic** RU:

Primary RU	Secondary RU	Nature of Dependency	Actions Needed
Eligibility Determinations of Individuals Age 65 or Older or Who Have Blindness or a Disability	Ticket to Work Basic	Unless the <b>Eligibility Determinations of Individuals Age 65 or Older or Who Have Blindness or a Disability</b> RU (primary) has either been approved in MACPro or is included, completed and validated in the submission package, the <b>Ticket to Work Basic</b> RU (secondary) cannot be displayed.	If the secondary RU will not display because the primary RU is neither approved in MACPro nor included in the package: <ul style="list-style-type: none"> <li>• Add the primary RU to the package, complete it and validate it.</li> <li>• Alternatively, remove the secondary RU from the package.</li> </ul>

Primary RU	Secondary RU	Nature of Dependency	Actions Needed
Eligibility Determinations of Individuals Age 65 or Older or Who Have Blindness or a Disability	Ticket to Work Basic	The selection of <i>209(b) State</i> , or <i>SSI Criteria</i> or <i>1634 State</i> as the basis for the eligibility determination in section A of the <b>Eligibility Determinations of Individuals Age 65 or Older or Who Have Blindness or a Disability</b> RU (primary) affects the requirements displayed in section B and C of the <b>Ticket to Work Basic</b> RU (secondary) with respect to deductions for incurred expenses.	<ul style="list-style-type: none"> <li>• You must complete, save and validate the primary RU before you can complete the secondary RU.</li> </ul> <p>Once the primary RU is approved in MACPro, it does not have to be included again in a submission package unless the basis changes, in which case the secondary RU also has to be included again.</p>
More Restrictive Requirements than SSI under 1902(f) - (209(b) States)	Ticket to Work Basic	<u>For 209(b) States Only:</u> Unless the <b>More Restrictive Requirements than SSI under 1902(f) - (209(b) States)</b> RU (primary) has either been approved in MACPro or is included, completed and validated in the submission package, the <b>Ticket to Work Basic</b> RU (secondary) cannot be displayed.	<p>If the secondary RU will not display because the primary RU is neither approved in MACPro nor included in the package:</p> <ul style="list-style-type: none"> <li>• Add the primary RU to the package, complete it and validate it.</li> <li>• Alternatively, remove the secondary RU from the package.</li> </ul>
More Restrictive Requirements than SSI under 1902(f) - (209(b) States)	Ticket to Work Basic	<u>For 209(b) States Only:</u> The <b>More Restrictive Requirements than SSI under 1902(f) - (209(b) States)</b> RU (primary) must be approved or included in the same package in order for the user to view it from the <b>Ticket to Work Basic</b> RU (secondary).	<p>Click on the <i>View...</i> link to see the most current version of the primary RU.</p> <ul style="list-style-type: none"> <li>• If the primary RU has been included in the package, that version will display.</li> <li>• If the primary RU has not been included in the package, the latest approved version will display.</li> </ul>

## INSTRUCTIONS

Where there are unique instructions for a 1634, SSI Criteria, or 209(b) state, the reader will be directed to the appropriate instructions.

### A. Characteristics

There are statements (A.1. through A.4.) describing the characteristics of this eligibility group.

### B. Financial Methodologies

*For 1634 and SSI Criteria States Only*

- At **B.1.**, there is a statement that SSI methodologies are used in calculating household income for this eligibility group. A separate RU, **Non-MAGI Methodologies**, describes the Non-MAGI methodologies used by the state.

If you wish to view the approved methodologies, select the *View approved version of Non-MAGI Methodologies* link.

- The **Non-MAGI Methodologies** RU will appear if there is an approved version in the MACPro system.
  - If there is no approved version of the RU in MACPro, a screen will appear with the following message: “There is no approved version of this reviewable unit in MACPro available to display.”
  - Select the *Ticket to Work Basic* link to return to the **Ticket to Work Basic** RU.
- At **B.2.**, select *Yes* or *No*, to indicate if less restrictive methodologies are used in calculating countable income.
    - If *Yes* is selected, click on the **Add/Modify Less Restrictive Methodologies** button.
      - When you have completed these screens, the less restrictive methodologies selected will be inserted into the **Ticket to Work Basic** RU. (See the implementation guides, **Less Restrictive Income Methodologies – Selection** and **Less Restrictive Income Methodologies** for how to complete these screens.)
- At **B.3.**, select *Yes* or *No*, to indicate if less restrictive methodologies are used in calculating countable resources.
    - If *Yes* is selected, click on the **Add/Modify Less Restrictive Methodologies** button.
      - When you have completed these screens, the less restrictive methodologies selected will be inserted into the **Ticket to Work Basic** RU. (See the implementation guides, **Less Restrictive Resource Methodologies – Selection** and **Less Restrictive Resource Methodologies** for how to complete these screens.)

*For 209(b) States Only*

- At **B.1.**, select *Yes* or *No*, to indicate if SSI methodologies are used in calculating household income and resources for this eligibility group.
  - If *Yes* is selected, there is a statement that the Non-MAGI methodologies used are described in the **Non-MAGI Methodologies** RU.

If you wish to view the approved methodologies, select the ***View approved version of Non-MAGI Methodologies*** link.

- The **Non-MAGI Methodologies** RU will appear if there is an approved version in the MACPro system.
- If there is no approved version of the RU in MACPro, a screen will appear with the following message: “There is no approved version of this reviewable unit in MACPro available to display.”
- Select the ***Ticket to Work Basic*** link to return to the **Ticket to Work Basic** RU.
- If *No* is selected, there is a statement that the more restrictive requirements used are described in the **More Restrictive Requirements than SSI under 1902(f) - (209(b) States)** RU.

If you wish to view the more restrictive requirements:

- If **More Restrictive Requirements than SSI under 1902(f) – (209(b) States)** is included in this submission package, select the ***View current version of More Restrictive Requirements than SSI under 1902(f) – (209(b) States)*** link to view the version included in this package.
- If **More Restrictive Requirements than SSI under 1902(f) – (209(b) States)** is not included in the package, select the ***View approved version of More Restrictive Requirements than SSI under 1902(f) – (209(b) States)*** link to view the approved version.
- The appropriate **More Restrictive Requirements than SSI under 1902(f) – (209(b) States)** RU will appear for viewing.
- Select the ***Ticket to Work Basic*** link to return to the **Ticket to Work Basic** RU.
- At **B.2.**, select *Yes* or *No*, to indicate if less restrictive methodologies are used in calculating countable income.
  - If *Yes* is selected, click on the **Add/Modify Less Restrictive Methodologies** button.
    - When you have completed these screens, the less restrictive methodologies selected will be inserted into the **Ticket to Work Basic** RU. (See the implementation guides, **Less Restrictive Income Methodologies – Selection** and **Less Restrictive Income Methodologies** for how to complete these screens.)
- At **B.3.**, select *Yes* or *No*, to indicate if less restrictive methodologies are used in calculating countable resources.



- If *Yes* is selected, click on the **Add/Modify Less Restrictive Methodologies** button.
  - When you have completed these screens, the less restrictive methodologies selected will be inserted into the **Ticket to Work Basic RU**. (See the implementation guides, **Less Restrictive Resource Methodologies – Selection** and **Less Restrictive Resource Methodologies** for how to complete these screens.)

**C. Income Standard Used**

Select one of the five options presented to describe the income standard used.

- If **C.2. *A percentage of the federal poverty level*** is selected, enter a percentage in the text box provided.
- If **C.3. *A percentage of the SSI Federal Benefit Rate*** is selected, enter a percentage in the text box provided.
- If **C.4. *A dollar amount*** is selected, click the **Add Income Standard** button.
  - The screen will display four options for entering this amount.
  - Select the option that best corresponds to the state’s dollar amount income standards.
  - Complete the appropriate sections within the selected option to indicate the state’s income standards. See the **Income Standards Entry** implementation guide for detailed instructions for updating these fields.
  - When you have completed this screen, select the **Save Income Standard** button. After saving the income standards they will be inserted into the **Ticket to Work Basic RU**.
- If **C.5. *Other*** is selected, describe the standard in the text box provided.

**D. Resource Standard Used**

Select one of the options presented to describe the resource standard used.

If **D.4. *A dollar amount higher than the SSI resource standard*** is selected, enter the standards for single individual and couple in the text box provided. Make sure that the amount entered exceeds the SSI resource standard.

**E. Premiums and Cost Sharing**

There is a statement that these requirements are found in the premium and cost sharing sections of the state plan.

**F. Additional Information (Optional)**

Except in limited circumstances, this field remains blank. Please consult with CMS before adding any additional information concerning this RU.

## **REVIEW CRITERIA**

*If C.5. Other is selected, the description of the income standard must be sufficiently clear, detailed and complete to permit the reviewer to determine that the state's description meets the applicable federal statutory, regulatory and policy requirements.*

*The less restrictive methodologies entered must be sufficiently clear, detailed and complete to permit the reviewer to determine that the state's description meets applicable federal statutory, regulatory and policy requirements.*