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| Department of Family and Children Services Administrative Policies and Procedures Manual | Section: Administrative Part: 205 Page: 1 of 4 Date: May 2005 |
| Title: Revenue Maximization | |

205. The Revenue Maximization Initiative

- A. The Division of Family and Children Services (DFCS) is a major participant in Georgia's Revenue Maximization Initiative. This is a broad, statewide initiative involving agencies within state government and public and private partners.
- B. The purpose of the initiative is to implement more effective ways to maximize federal funding sources.
- C. Within the broader state initiative (known as RevMax) that will increase federal Medicaid and Child Welfare (Title IV-E) funds to support services DFCS provides and purchases by:
 - Increasing the number of children receiving Medicaid and Title IV-E foster care funds.
 - Expanding the Medicaid billable treatment services for children and families served by DFCS.
- D. To carry out these objectives, DFCS has established regional RevMax Centers across the state that are staffed by Medicaid Eligibility Specialists (MES) who determine IV-E eligibility.
- E. The state has dedicated significant time and financial resources to planning, establishing, and implementing the RevMax Initiative and Centers, which tell us just how important maximizing federal dollars are to our programs.
- F. Three specific activities that generate state or federal funding are:

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1. Targeted Case Management

- a. Targeted Case Management Services (TCM) are defined as services which will assist individuals in gaining access to and managing needed medical, nutritional, social, educational, housing, and other services.
- b. Under an agreement with the Dept. of Community Health, DFCS can draw down Medicaid funding for providing these services to certain targeted groups.
- c. This agreement allows DFCS to receive reimbursement for many of the casework activities already performed for adults, families, and children in GA.
- d. Each county is given a TCM goal based in caseload size and the percentage of cases that are eligible for Medicaid.
- e. Some positions are funded through the reimbursement through Medicaid.
- f. If we don't bill for all eligible services, less money is available to the State and for positions.
- g. IDS Online has a report available that County Directors can review monthly that shows number eligible, number billed, and number rejected. County Directors should get a copy of this report and ask a Supervisor to explain it to him/her.
- h. For rejections, County Directors should ensure that Supervisors are rebilling for those as they are usually rejected due to data entry errors.

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2. Random Moment Sample Study (RMSS)

- a. RMSS is used to determine the amount of federal participation earned in each of the Division's programs.
- b. The study determines the amount of time spent in each program and collects this information through "strikes." Samples are collected for both SS and ES.
- c. Strike – Made to staff during the first 55 days of a quarter. During a "strike" the interviewer asks a County's staff member to identify what he/she is doing at any given moment in time. Data is only collected on service delivery staff (caseworkers).
- d. Reimbursement dollars are received for the State for activity that is spent on key programs such as Food Stamps, TANF, Medicaid, etc.
 - Example: Worker processing a Food Stamps application would provide reimbursement dollars; worker on break or at lunch or on annual leave will not.
- e. Local Supervisors act as interviewers and get list of staff to "strike" – they collect information on the staff's activities and enter the data using an activity code which represent specific programs on whose behalf staff is working.
- f. County Directors need to understand that they are contributors to the State – State Office will know which counties are participating and reporting strikes.
- g. RMSS is important to staff as funds to pay salaries are earned this way.
- h. It is important that staff give exact and complete information regarding their activities in order to accurately charge the federal government for its fair share.
- i. Failure to post RMSS data in a timely fashion can jeopardize the validity of RMSS. This would adversely affect the allocation dollars for the Division.

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3. IV-E Billing

- a. IV-E Billing refers to a federal source of foster care funding.
- b. Eligibility for foster care funding is based on the child's specific circumstances at the same time they enter foster care.
- c. These sources exist for foster care funding:
 - Initial Placement (503, 507, 565, 579).
 - IV-E (Also known as AFDC-FC – includes 501, 505, 529, 560, 561, 562, 563, 574, 575) which is federal.
 - IV-B (Also known as CW-FC – includes 502, 506, 530, 542, 564, 577) which is state.
- d. When children enter care, they only fall into one of the three initial categories.
- e. Eligibility workers make the determination as to whether a child is IV-E or IV-B eligible.
- f. Supervisors are responsible to ensure that IV-E is correctly billed and that eligibility errors are corrected.
- g. The order of preference is to use federal IV-E dollars first, Initial Placement dollars next, and use IV-B dollars last.
- h. County Directors are responsible for ensuring that their Supervisors and workers are billing correctly.