

# MA FUNDAMENTALS COURSE SYLLABUS

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## **Module 1 Welcome**

- Link to handouts and forms.
- Course outline.
- Explanation of icons.

## **Module 2 Medicare and Beyond**

- Describes the Medicare program.
- Medicare Savings Programs.

## **Module 3 Bases of Eligibility**

### **Section 1**

- Defines bases of eligibility.
- Different bases of eligibility.

### **Section 2**

- Families and children bases.

### **Section 3**

- Adult and disabled bases.

### **Section 4**

- State Medical Review Team (SMRT) process.
- TEFRA and the SMRT process.
- Other maintenance benefits referral process.

### **Section 5**

- Multiple and/or changes in bases of eligibility.

### **Section 6**

- Eligibility types.
- Income standards and guidelines.

## **Module 4 Citizenship**

### **Section 1**

- Why we ask about citizenship.
- Citizenship and the HCAPP.

### **Section 2**

- How to become a U.S. citizen.

### **Section 3**

- Explanation of immigration statuses.

### **Section 4**

- Qualified noncitizen and a nonqualified noncitizen.
- How immigrants adjust their immigration status.

### **Section 5**

- Verifying immigration status.
- Sponsored immigrants.

### **Section 6**

- The effect immigration status has on MA eligibility.

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- Hierarchy of health care programs.
- Undocumented and non-immigrant pregnant women.

## **Module 5 Household Composition**

- Household size.
- How temporary absences effects MA eligibility.

## **Module 6 Income**

### **Section 1**

- Deeming income.

### **Section 2**

- Determining gross and net income.
- Availability of income.

### **Section 3**

- Excluded income.
- Earned and unearned income.
- Income calculation methods.

### **Section 4**

- Types of income.

### **Section 5**

- Computing countable income.

### **Section 6**

- Income review.

## **Module 7 Assets**

### **Section 1**

- Assets overview.

### **Section 2**

- Types of assets.

### **Section 3**

- Jointly owned assets and deeming.

### **Section 4**

- Excess assets.

### **Section 5**

- Asset examples.

### **Section 6**

- Asset review.

## **Module 8 Income Calculation**

### **Section 1**

- Income calculation terms.
- Eligibility begin date.

### **Section 2**

- Annual and six month renewals.
- Interrupting and/or aligning certification periods.

### **Section 3**

- Income calculation using Method A.
- Family Income Computation Worksheet – MA Method A.

### **Section 4**

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- Income calculation using Method B.
- Elderly, Disabled, and Blind Income Computation Worksheet – MA Method B.
- Medicare Savings Program Income Computation Worksheet.

## **Section 5**

- Summary.

## **Module 9 Spenddowns**

### **Section 1**

- Definition of a spenddown.
- Spenddown types.

### **Section 2**

- Allowable medical expenses.
- Types of expenses.

### **Section 3**

- Six month spenddowns.
- Monthly spenddowns.

### **Section 4**

- Billing and explanation of medical benefits (EOMB).
- Spenddown notices.

### **Section 5**

- Introduction to the spenddown worksheet.
- Third party payments.

### **Section 6**

- Step-by-step guide of the spenddown process.

## **Module 10 Third Party Liability**

- Definition of third party liability.
- Different coverage types.
- Cost effective insurance.
- Tort liability.

## **Module 11 Service Delivery**

- Fee for service, managed care, county based purchasing.
- Managed care notices.

## **Module 12 Case Examples**

- Case examples.

## **Module 13 Appeals**

- Health care programs appeal process.
- Managed care appeal process.

## **Module 14 Summary**

- Payment Error Rate Measurement (PERM) process.