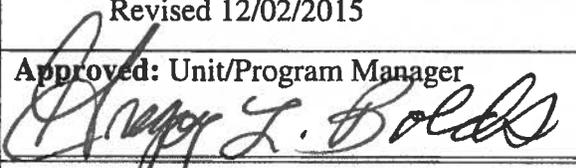




**Austin/Travis County Health and Human Services Department
HIV Resources Administration Unit
P.O. Box 1088
Austin, Texas 78767**

**POLICY CLARIFICATION NOTICE (PCN) #0.3-0.2 updated 12/10/2015
Associated with Client Eligibility Verification Policy 0.3 and PCN #0.3-0.1**

HIV Resources Administration Unit	
Title: Policy Clarification Notice (PCN) #0.3-0.2 Revised 12/02/2015	Type: Income Eligibility
Approved: Unit/Program Manager 	Date Approved: December 18, 2015
Attachments:	
<ol style="list-style-type: none"> 1. Client Eligibility Verification Policy 0.3 2. Client Eligibility Verification PCN #0.3-0.1 3. Current MAGI Income Eligibility Documents listed below, updated 12/02/2015, are located at https://www.dshs.state.tx.us/hivstd/magi.shtm. Check MAGI website for future updates. <p>MAGI Forms:</p> <ul style="list-style-type: none"> • <u>MAGI Worksheet</u> <u>Hoja de trabajo de MAGI</u> (for agency use only) • <u>Mock MAGI Worksheet</u> <u>Hoja de trabajo de MAGI de práctica</u> (for agency use only) • <u>Six Month Self Attestation of Eligibility Changes</u> • <u>Supporter Statement</u> <u>Declaración de Manutención</u> • <u>Income Verification</u> <u>Verificación de Ingresos</u> <p>MAGI Resources:</p> <ul style="list-style-type: none"> • <u>MAGI Guidelines</u> • <u>MAGI Frequently Asked Questions</u> • <u>MAGI Decision Making Tree</u> • <u>Tax Transcript and Certificate of Non-Filing Instructions</u> • <u>Local Texas IRS Offices</u> • <u>MAGI Worksheet Instructions</u> • <u>Mock MAGI Worksheet Instructions</u> • <u>Determining Household Size for MAGI</u> <ol style="list-style-type: none"> 4. Austin TGA Ryan White Client Eligibility Form 5. Affidavit of No Income Form 6. Refusal of Tax Filing Verification (optional through July 31, 2016) 	
Effective Date: December 18, 2015	

PURPOSE:

The purpose of PCN #0.3-0.2 is to establish Modified Adjusted Gross Income (MAGI), defined by the MAGI policies and procedures of the Texas Department of State Health Services' (DSHS) Ryan White Program Part B, as the uniform method for calculating income eligibility for Ryan White Program services and eligibility for purchasing health insurance through the Affordable Care Act (ACA) Health Insurance Marketplace. The goal of MAGI is to make it easier for people to know what health services they are eligible for and to enroll in the appropriate program.

BACKGROUND:

By statute, Ryan White funds may not be used "for any item or services to the extent that payment has been made, or can reasonably be expected to be made..." by another payer source. Because Ryan White is payer of last resort, funded providers must make reasonable efforts to ensure that eligible Ryan White clients enroll in health insurance and make reasonable efforts to secure non-Ryan White funds whenever possible for services to individual clients.

MAGI started with the Affordable Care Act (ACA). The ACA standardized income rules for determining financial eligibility for federal and state insurance affordability programs. MAGI is used for calculating income eligibility for Medicaid, CHIP, other financial assistance, and now for Ryan White HIV/AIDS Program services. It aligns these payer sources with income rules to determine eligibility for premium tax credits and cost-sharing reductions for purchasing a qualified health plan through the Health Insurance Marketplace.

A part of completing the MAGI or Mock MAGI form includes submitting Income Tax Return Transcripts or Proof of Non-Filing. Both forms are requested through the IRS.

REVISIONS:

1. Client Eligibility Policy #0.3

- a. Under IV. Guidance for Providers, delete 5. Proof of Income and replace with:

Income eligibility will be determined using the Texas Department of State Health Services MAGI Eligibility documents located at: <https://www.dshs.state.tx.us/hivstd/magi.shtm>.

Ryan White Part B providers in the Austin TGA started transitioning to the MAGI method for all Ryan White income eligibility determination beginning September 1, 2015

- b. Delete footnote 2 on page 6 as and replace with:
See the Federal Poverty Level (FPL) Guidelines for the current year and the *Austin Transitional Grant Area Eligibility Criteria by Service Category*, updated June 2012.

- c. Delete footnote 3 on pages 5 and 6.

2. Client Eligibility PCN #0.3-0.1

- a. Under Verification of Household Income, delete text and replace with:
Utilize the DSHS MAGI Income Eligibility Documents and follow instructions located at: <https://www.dshs.state.tx.us/hivstd/magi.shtm>.

3. Austin TGA Ryan White Client Eligibility Form

- a. The Reviewed and Nothing has Changed (six-month review) section on page 1 has been revised to include only the eligibility categories listed under b. below. The DSHS Six-Month Self Attestation of Eligibility Changes Form will be used for income verification at the six-month interval.
- b. Verification of Household Income has been deleted from this form. The Austin TGA Ryan White Client Eligibility Form can still be used for the following eligibility categories: HIV+ Diagnosis; Verification of Identity; Verification of Residency; and Verification of Insurance/Coverage.
- c. The No Income Statement on page 2 has been deleted.
- d. Under Instructions on page 4, Verification of Income is established by utilizing the DSHS MAGI Income Eligibility forms and instructions located at:
<https://www.dshs.state.tx.us/hivstd/magi.shtm>.

4. Affidavit of No Income or Exclusion from MAGI Verification Process Form

- a. This form has been changed to **Affidavit of No Income**. The exclusion from MAGI verification process categories have been moved to the Austin TGA Ryan White Client Eligibility Form. Verification of no income also should be established using the DSHS MAGI Income Eligibility forms and instructions located at:
<https://www.dshs.state.tx.us/hivstd/magi.shtm>.