

## Coding for ICP

**Remove all APD related coding including case descriptors and N/R coding**

### **On ACCESS:**

- standard need + special need + other need=total need
- monthly benefit (on 546ic)+ other need (such as OIM)=other need
- total adjusted income=the income coded on the income tab
- monthly benefit amount (on 546ic)=amount to put on the ICP need section on N/R details on CMUP/PCMS tab on the integration screen. **NOTE: IF A CLIENT HAS A PAY-IN USE THE MONTHLY BENEFIT AMOUNT. THE COMPUTER WILL SUBTRACT OUT THE CLIENT PAY-IN AUTOMATICALLY WHEN THE ICP CHECK AMOUNT IS CALCULATED.**
- If a client has SSI and SSB you need to take the total income - standard=\$. This \$ amount is then added to the ICP grant amount that will be coded on CMUP/PCMS. This needs to be done so the computer doesn't think there should be a pay-in and so it makes the amount of the check/direct deposit accurate.
- If a client has SSB and an LDS just enter the amounts and the computer will subtract the SSB and LDS amounts to bring the client to the standard.

### **On SCMS:**

- total need-total adjusted income (including pay-in amount & OSIP standard)=benefit amount
- **On SCMS check to make sure that the benefit amount is what you expect it to be**

### **On UCMS:**

- the monthly benefit amount (on 546ic) is entered on UCMS along with ICP as the need/resource code

**Program code:**

- 1, 3 or 4 (so the case goes into cash pay status)

**Case descriptor:**

- ICP, RWD, CPA and SBI (if applicable) with the monthly benefit amount

**Need/Resource code:**

- ICP: monthly benefit amount
- OTH: **When a participant's income is under the OSIP standard you will also need to code the case OTH with the amount of OSIP + \$500 in-home allowance - income=\$**
- OTH: **When a participant has no income you will also need to code the case OTH with the amount of OSIP + \$500 in-home allowance - \$0=\$**

***Other helpful information:***

- the effective date on the medical assistance tab (under benefits) has to be within the date range of the ICP service category/benefit
- if the participant is under the 300% income level go ahead and take off the OSS and PKL coding (it will not affect their services)
- the computer manually computes pro-rated ICP grant amounts