



**State of Tennessee
Department of Children's Services**

Protocol for Continuation of TennCare Eligibility for Children Exiting Custody

- ◆ At the Child and Family team meeting for exit preparation, the FSW and/or Facilitator will obtain the mailing address of where the child will be living upon leaving custody. They will also inform the family or youth that their TennCare will be changing from the status of being eligible (because the child is in custody), to regular eligibility. However, families and youth should be made aware that when their eligibility status (because they are ending custody) is closed, the TennCare program will be sending them an application to extend TennCare benefits. This is a simple- to- complete brown application. The families should complete the brown application and send it to TennCare. Eligibility will be extended to the next "re-determination" period, and the family will go to DHS at that time. DHS will work with the family to see if they qualify for TennCare in any other category of eligibility.
- ◆ A one page handout is available to provide to families and youth upon exit or at the exit CFTM reminding them to complete the brown application.
 - Upon exit from DCS custody, the FSW will complete the exiting survey.
 - At this time, a forwarding address is entered into TFACTS.
 - The CWBC will use a TFACTS generated report that will serve as notification that the child has exited care. The CWBC will then enter the forwarding address into ACCENT. In this way, the TennCare address is the new forwarding address for the child /youth.
 - TennCare will close out the eligibility for the child/youth based on the ACCENT entered information. There is a time frame before the eligibility ends, generally 30 to 45 days, so that there is a notice period before TennCare eligibility for the child/youth ends.
 - At the time of eligibility closure, the extension application is mailed from TennCare. The family/youth must complete this extension application. By doing so, the TennCare eligibility is extended, and then the family goes to DHS at a later time for a re-determination to see if they qualify for benefits.
- ◆ Individual not qualifying for TennCare may be able to qualify for Cover Tennessee, and information is available at <http://cover-tenn.org/>. If families are aware that they may not qualify for TennCare and they are uninsured, they should be referred to Cover Tennessee