

**2010 State Budget Initiative - Healthy Families Program (HFP)  
General Timeline to Cover Children up to 200% Federal Poverty Level (FPL)**

	<b>3 months prior to reduction of the HFP FPL to 200% (February 2010)</b>	<b>2 months prior to reduction of the HFP FPL to 200% (March 2010)*</b>	<b>1 month prior to reduction of the HFP FPL to 200% (April 2010)</b>	<b>Children over 200% of the Federal Poverty will no longer be covered by the HFP (May 2010)</b>
<b>Assumption:</b>	*Trailer Bill Language for program changes is signed into law by the 1 <sup>st</sup> day of the 2 <sup>nd</sup> month prior to reduction of the HFP FPL to 200% becoming effective.			
<b>Tasks:</b>	<ul style="list-style-type: none"> <li>• Create and finalize a customized disenrollment notice targeted towards families with children over 200% of the FPL. This notice would inform families their children will be disenrolled.</li> <li>• The notice will include variable text to display the families' income and size. It will also include a FPL chart.</li> <li>• The notice will be translated into all 10 supported languages.</li> <li>• The notice will direct families to one of the following to obtain a Premium Re-evaluation Form, if they think their income decreased or family size has changed:               <ul style="list-style-type: none"> <li>○ HFP Website</li> <li>○ HFP Toll Free Line</li> </ul> </li> <li>• The notice will inform families of their appeal rights.</li> <li>• The notice will inform families to turn their appeal and/or Premium Re-evaluation Form in by the end of next month.</li> </ul>	<ul style="list-style-type: none"> <li>• Once trailer bill language signed into law*, send customized disenrollment notice to families early in the month.</li> <li>• All appeals and Premium Re-evaluation Forms must be received by the end of this month.</li> </ul>	<ul style="list-style-type: none"> <li>• All appeals and Premium Re-evaluation Forms must be processed during this month.</li> <li>• Letter sent to families to inform them of whether their child will be disenrolled due to being above 200% FPL.</li> <li>• All incoming applications and Annual Eligibility Review (AER) packets from this month forward will be subjected to the 200% FPL guidelines.</li> </ul>	<ul style="list-style-type: none"> <li>• A final notice of disenrollment will be sent on the first of the month.</li> </ul>
<b>Additional AV Tasks:</b>	<ul style="list-style-type: none"> <li>• Create customized notice.</li> <li>• Translate customized notice into 10 languages.</li> <li>• Identify families over 200% of the FPL to send disenrollment notice.</li> </ul>	<ul style="list-style-type: none"> <li>• Send out customized disenrollment notice.</li> <li>• Process all appeals and Premium Re-evaluation Forms received.</li> <li>• Begin system changes to update FPL.</li> <li>• Public Service Announcement on HFP toll-free line.</li> <li>• HFP website update which communicates new program change.</li> </ul>	<ul style="list-style-type: none"> <li>• Modify Disenrollment Letter 6A.</li> <li>• Translate modified Disenrollment Letter.</li> <li>• Implement FPL program change.</li> <li>• Disseminate Certified Application Assistant (CAA) Newsletter Article which communicates new program change.</li> </ul>	