



**State of Florida
Department of Children and Families**

Rick Scott
Governor

Esther Jacobo
Interim Secretary

DATE: March 19, 2014 **TRANSMITTAL NO.:** P-14-03-0007

TO: Economic Self-Sufficiency Operations Managers
Economic Self-Sufficiency Program Offices

FROM: Dianna Laffey, Chief, Program Policy (**Signature on File**)

SUBJECT: Definition of Temporary Absence From the State for Medicaid

EFFECTIVE: Upon Receipt

This memorandum is to provide information about a change in the definition of temporary absence from the state and guidance on continuing to provide Medicaid during an individual's temporary absence period(s).

The new policy for temporary absence for all Medicaid coverage groups is:

An individual may be temporarily absent from the state if he/she intends to return when the purpose of the absence has been accomplished, unless another state has determined the individual is a resident there for purposes of Medicaid.

What Staff Must Do

When an individual reports he/she will be away from the state for a temporary period:

- Ask the purpose for the temporary absence and date of the planned return.
- Set an expected change alert on AWEC for the date of the planned return.
- Contact the individual by telephone or by pending to determine if he/she has returned or continues to have an intent to return.
- If the purpose for the temporary absence is not completed, reset the new expected change date and recontact the individual at that time.
- Document CLRC of each occurrence.

If there are policy questions, Region offices may contact Carrie Sheffield at (850) 717-4138.

cc: Interim Director (Sharron Washington)
Customer Call Center (Pat Badland, Liesta Sykes, Irene Hill, Georgina Santana)
EBT (Debbie McLemore, Michael Pogue)
FLORIDA Help Desk (Anthony Gaston)
Information Technology (Kit Goodner, Barbara Roglieri)
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Office of Appeal Hearings (Betty Zachem)

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