ConneCT Overview for CLASS



Helping Clients Navigate the Connecticut Department of Social Services Online

November 2014

Agenda

- Overview of ConneCT and stats
- Business model and centers approach
- Customer Portal options and tips (MyAccount, changes, applications)
- Where medical applications begin
- FastLink cover sheets
- Your questions

ConneCT Project Overview - Project Vision & Objectives

ConneCT Objectives

- Improve Client Access
- Achieve Better Quality Outcomes
- Enhance Customer Service
- Reduce Costs
- Provide a Technological Framework for the Future



Three Components

- Web Services
- Telephony
- Document Management and Workflow

ConneCT Release Overview (#'s as of 10/31/14)

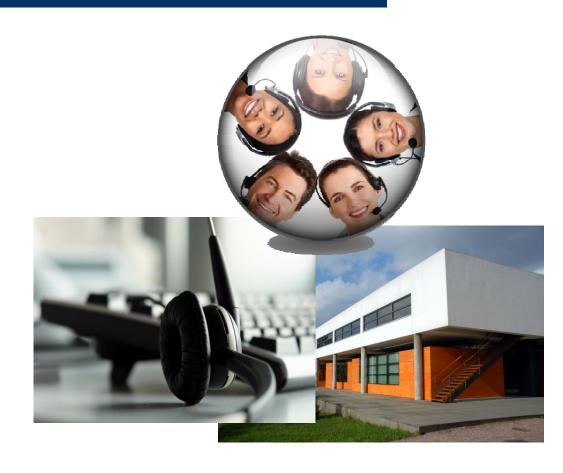
		Functional Overview	Status
	MyAccount (Client Accounts)	Provides secure, anytime access to generic and case-specific information to clients via the Internet.	Currently Live (http://connect.ct.gov) 97,697 Accounts created
	Am I Eligible? (Pre-Screening)	Allows clients to independently check for potential eligibility online without having to visit or call DSS.	Currently Live (http://connect.ct.gov) 85,227 program inquiries
	Interactive Voice Response (IVR)	Provides secure, anytime access to generic and case-specific information by phone.	Currently Live 855-6ConneCT (855-626-6632) 142,783 phone accts
	Document Management and Workflow	Provides centralized access to documents and visibility into document status.	Currently Live – documents scanned, indexed and available via electronic workflow to staff 7,120,216 documents scanned

ConneCT Release Overview (cont.)

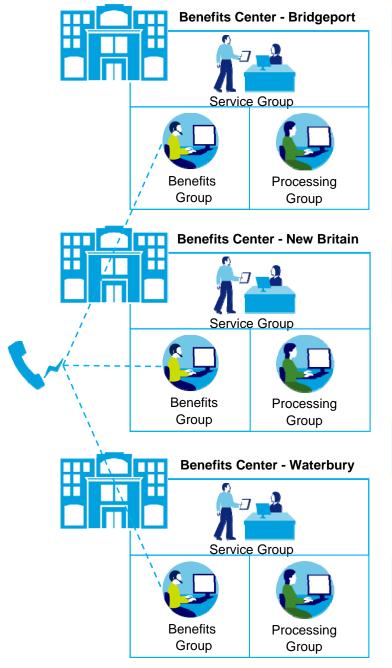
	Functional Overview	Status / Target Date		
Benefits Center	Provides a centralized, consistent enterprise system for receiving and servicing incoming calls.	640,532 calls have reached DSS BC workers to date (~ 10,000 average/week)		
Online Application	Allows clients to apply online and provides a dynamic verification checklist to clearly explain what verification is required.	43,235 applications have been submitted online since October 2013		
Online Change Reporting				
Online Redeterminations	Allows clients to conduct redeterminations online.	TBD - 2015		

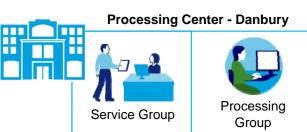
A New Business Model - The Centers

- Service Centers
 - All 12 Regional Offices
- Processing Centers
 - All 12 Regional Offices
- Benefits Centers
 - 3 Regional Offices: Bridgeport, New Britain and Waterbury



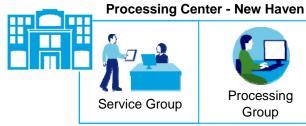
Office Organization Model with ConneCT

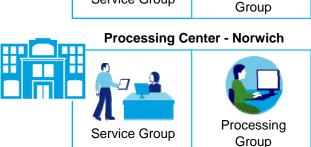


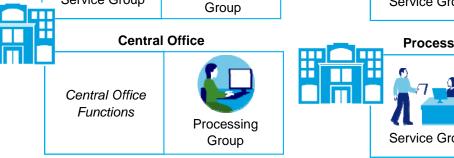


Service Group

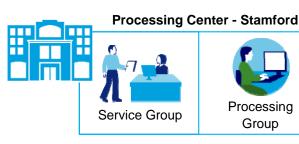
Processing Center - Hartford





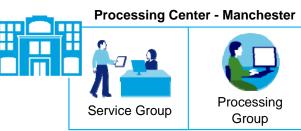


Processing





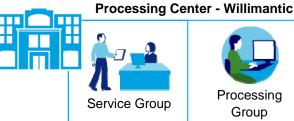
Processing







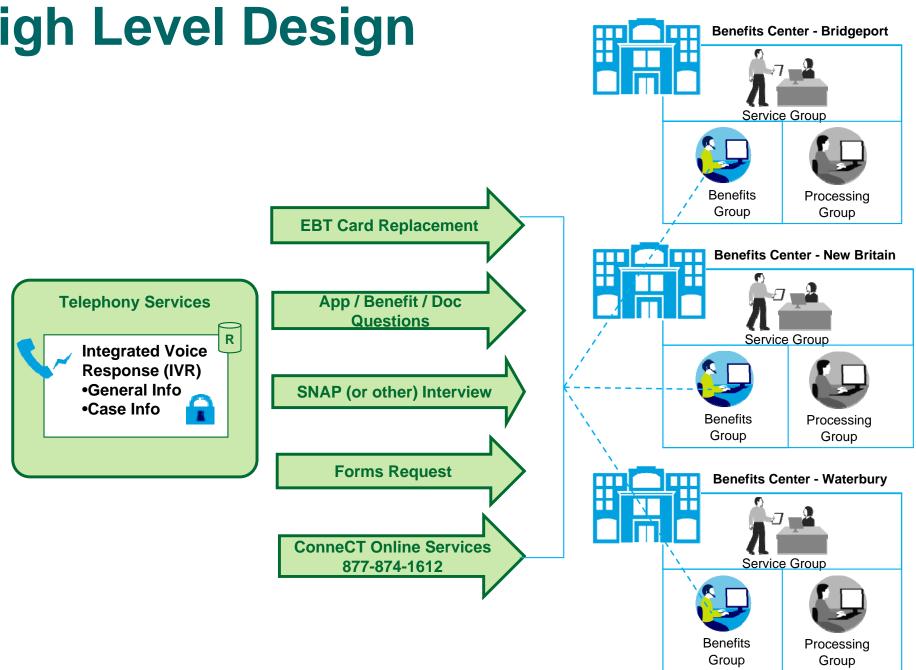






IVR to Benefits Center Call Flow –

High Level Design

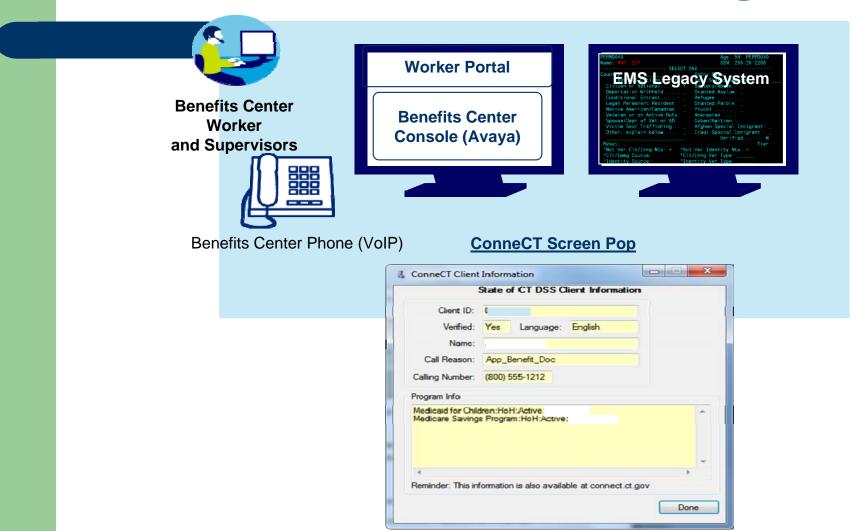


For TTY Assistance

DSS has dedicated Eligibility Service
 Workers in each of our 3 Benefits Centers.

The toll-free number is 1-800-842-4524

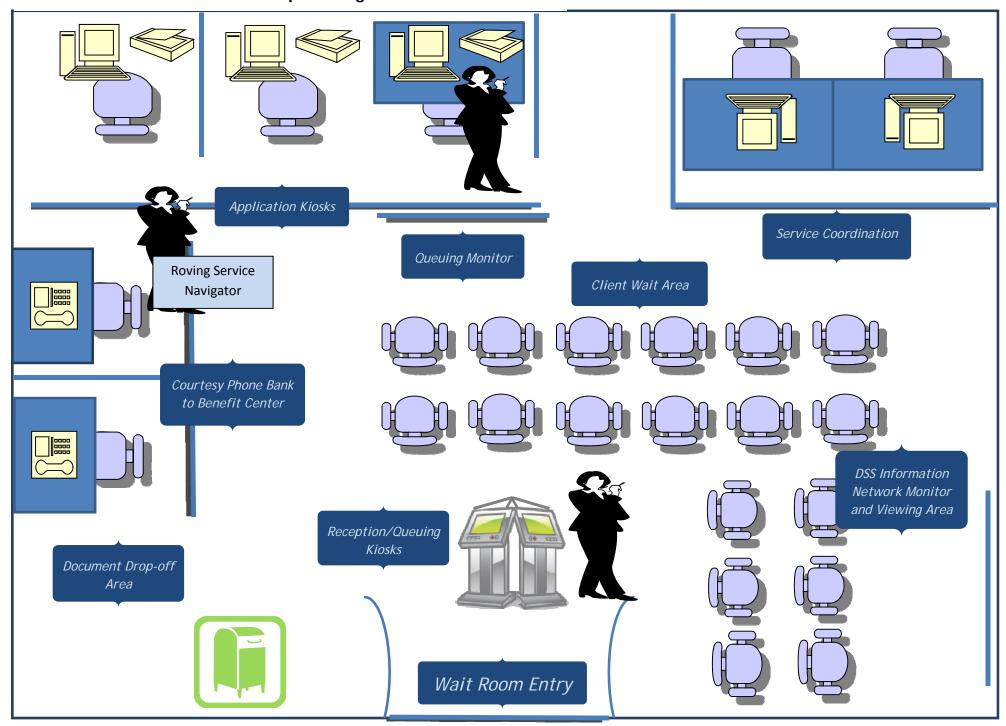
Benefits Center - incoming calls



Service Center Client Activities

- Apply for benefits, complete re-determinations, report changes
- See a worker for scheduled appointments, and other DSS services
- Access other Community Services/Providers, where applicable
- Access forms
- Access envelopes/cover sheets
- Drop off documents

DSS Service Center - Concept Design (Not to scale)



Statewide Caseload and Specialty Units

Types of processors:

- TFA Specialty local pool 12 offices
- LTSS Specialty statewide pool for active cases, but applications will be processed at 4 application 'hubs' each with a geographical area
- Expedited HUSKY A Specialty statewide pool for presumptively eligible medical cases.
- General Processing

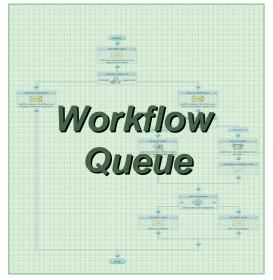
 all other programs/tasks
 (applications, renewals, changes, pendings)
- Phone Interviewers at Benefits Centers

Source of Work Generation from Client to DSS

Benefits Center
phone contact
requiring follow-up

<u>Online</u> application, changes







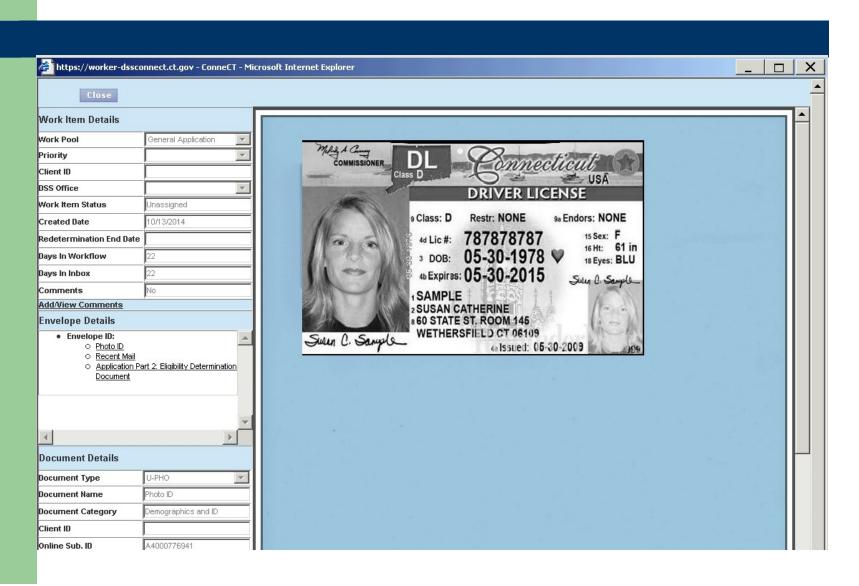




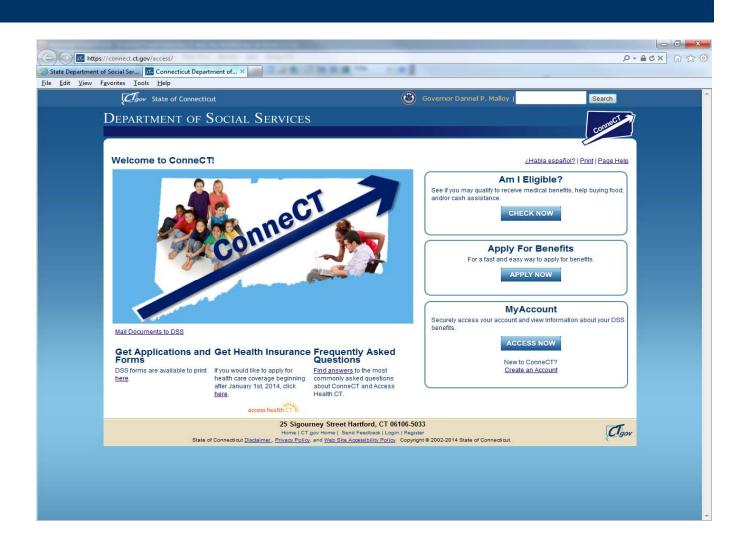
Service Centers
using kiosks or being
seen face-to-face

Incoming Mail
received in the
document imaging
center

ConneCT Worker Portal – A Closer Look...



ConneCT Customer Portal

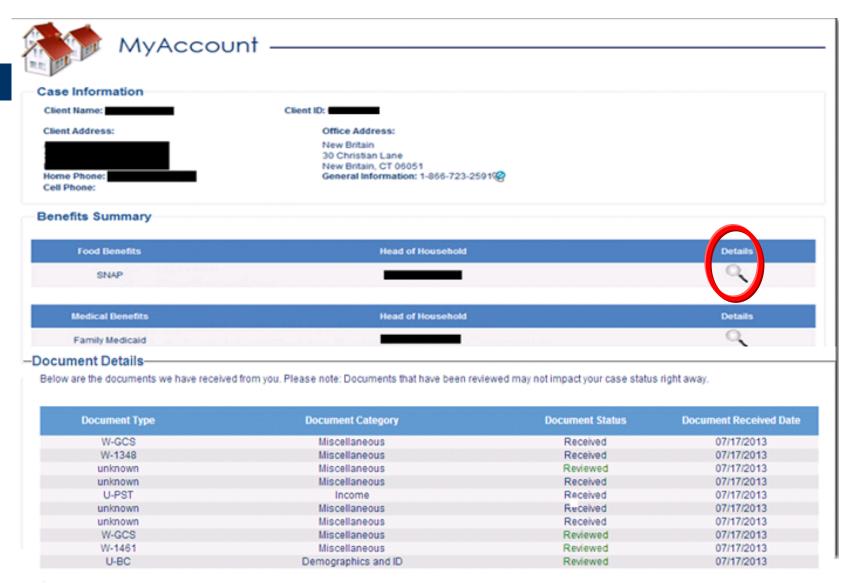


Step one – assist client with creating the "MyAccount" (also part of application)

- Enter first and last name
- Email address is optional
- Create unique user ID and Password
- Select 4 secret questions and answer them
- Click user acceptance box
- Associate MyAccount to the client ID (if known)
- Password Resets 877-874-1612



Step 2 - accessing MyAccount



Next 10 Documents >

Step 3 - MyAccount Details

Search by Client ID

Program Details

Program Details ?



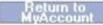
Food Benefits

This is more information about your Supplemental Nutrition Assistance Program (SNAP) benefits. If you would like to look at information about other benefits, click the Return to MyAccount button at the bottom of the page.

SHAP

As of March 11th, 2014, the household's SNAP benefit is \$488.00. The household's ongoing benefits will be put on the EBT ConneCT Card by the third of each month. To check current balance, please call 1-888-328-2666 or log on to www.ebtaccount.jpmorgan.com.

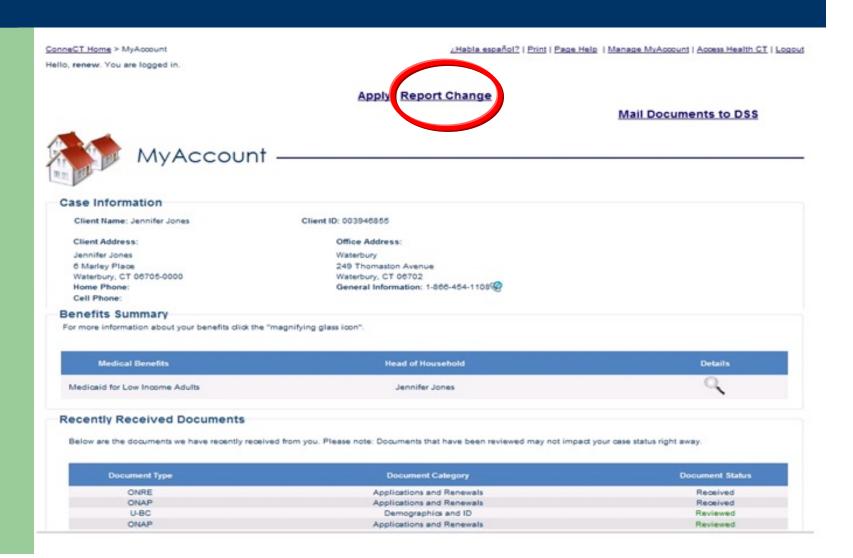
is the Head of Household and is included in this benefit.



Helpful MyAccount materials are under the partner section of the DSS website.



New-How to report changes online



DEPARTMENT OF SOCIAL SERVICES



ConneCT Home > MyAccount > Report Changes

Hello, John . You are logged in.

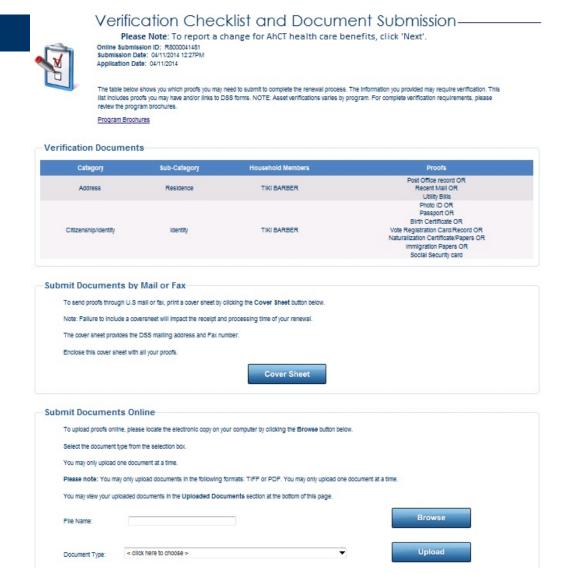


Start	Assets	Income	Expenses	Finish & Submit
People		Additional Information		
Report (Changes			

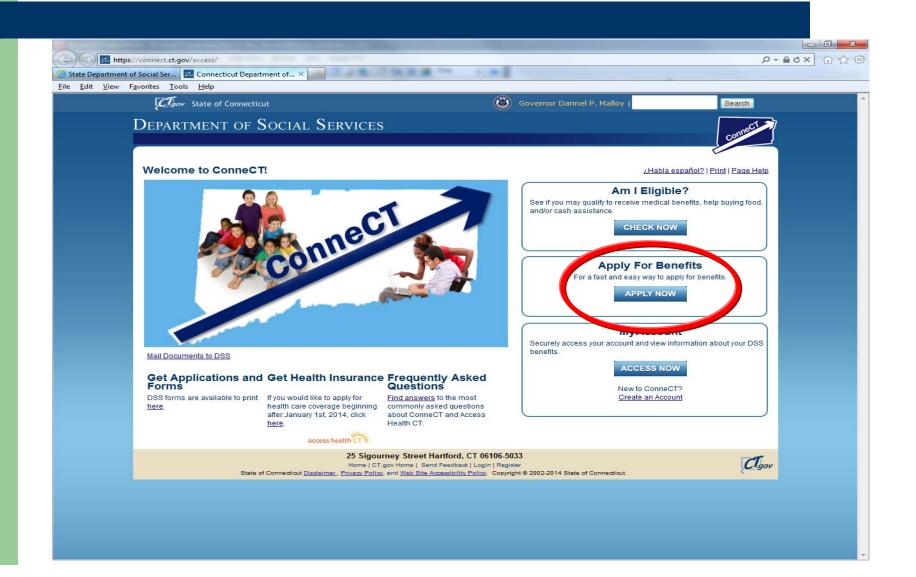
For most changes, you will need to mail, fax, or bring proof to DSS within 10 days of reporting the change. Without this proof, your changes may not be made and your benefits may end.

Reporting Changes Through ConneCT Please check the boxes for all of the changes that you want to report. Based on the benefits you are getting, these are the changes you must report: Your address or phone number has changed. Someone had a change in job income and/or work hours. Someone had a change in disability status. Someone had a change in personal information. Someone moved out of your home. Other/Authorized Representative

Complete all screens, submit change & verify by mail or upload online



Using the online application



Benefits to applying online

- You have a "receipt" of the date and time it was submitted.
- It is transmitted directly into ConneCT with no need for scanning or any mail lag time.
- An application ID is provided that can be used when calling DSS. This is helpful when there is not yet a client ID.
- You can start the application, save it, and then return to it once you know the answers to all the questions.
- Verifications can be mailed or uploaded where they will electronically attach to the application.

If helping complete the application, you can check the proper radio button

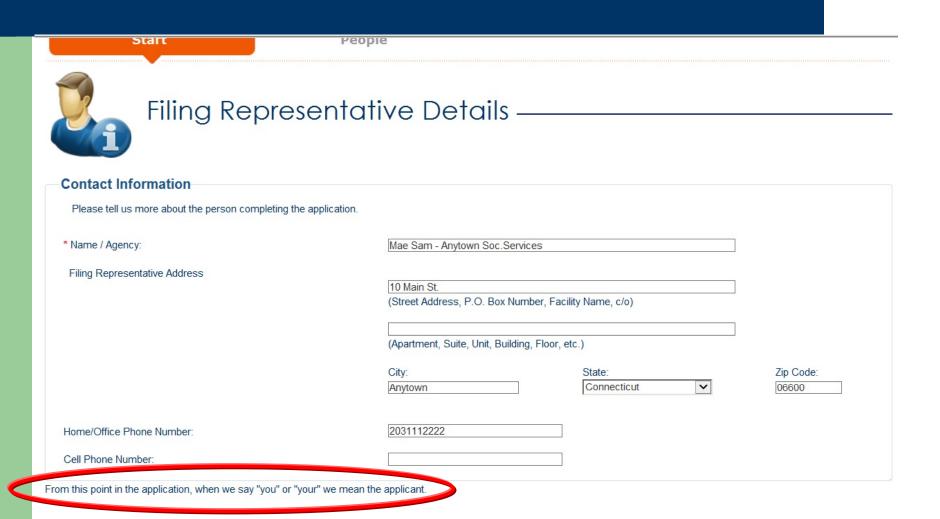


Completing this Application

Please tell us if you are completing this application for yourself or on behalf of someone else. Need more help? Click the Page Help link above.

- Self
- Friend or Helper
- Family Member
- Community Partner
- Authorized Representative
- Legal Guardian/Conservator
- Power of Attorney

Provide name and agency info



CANCEL & EXIT

Complete application with client

- Answer each applicable question remaining questions pertain to the client
- Red asterisks are mandatory
- If client wants to authorize you to check on the application status, complete field on signature page
- Client signs electronically
- You should sign as a helper (unless you are an official Authorized Rep or Power of Attorney)

Authorization to Disclose Application Status					
I authorize the Department of Social Services to share information regarding the status of this application for assistance with the following individuals, agencies or institutions;					
		••			
Name :	Mae Sam, Anytown Social Services	Telephone Number :	2031112222		
Name :		Telephone Number :			
Tidino .		_ receptione realises :			
Signatur	e Declaration				
- · · · · · · · · · · · · · · · · · · ·					
I have read th	is form or have had it read to me in a language that I understand.				
Loortify that a	Il of the information given on this form is true and complete to the bos	t of my knowledge. I cortify the	nat I have specific knowledge of the identity of all children for whom I am		
	p on this form and that the information I gave about these children is a				
_	elp is either a United States citizen or a non-citizen for whom I have p				
K I besselve			50- 457h 477h 07-fth- 0		
		•	sections 53a-157b and 17b-97 of the Connecticut General Statutes; to		
penalties for larceny as specified in sections 53a-122 and 53a-123 of the Connecticut General Statutes; and to other criminal and civil penalties under state and federal law. I may also be subject to penalties for perjury under federal law. I authorize the Department of Social Services to verify any information given on this form.					
Electronic Signature					
I agree to submit this application by electronic means. By signing this application electronically, I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature.					
and out to tray do a million orginatore.					
Applicant's or Conservator's Signature					
✓ By checking this box and typing my name below, I am electronically signing the application.					
First Name :	Middle Initial:	Last Name :	Suffix:		
John	J	Jones	- 🗸		

How to apply for medical beginning 1/1/2014

- HUSKY A, B or D Apply through Access Health CT (AHCT)
 - Online at www.accesshealthct.com
 - Call 1-855-805-4325 to apply over the phone
 - Call 1-855-805-4325 to ask for a paper application
 - Can also apply in person at any AHCT storefront, with any community assister or navigator, or at a DSS office – no wrong door
- HUSKY C Continue to use W-1E application sent to DSS Scanning Center or apply online via DSS ConneCT.



Access Health CT CT Health Exchange/Marketplace

The following **Medicaid** populations will apply via AHCT:

- HUSKY A (Kids under 19)
- HUSKY A (parent/caretaker relatives)
- HUSKY B (Kids under 19 over income for Medicaid)
- HUSKY D Adults -19-64 (Medicaid Lowest Income Populations)
- Applications started on the DSS ConneCT site for SNAP/cash, are routed to the AHCT website for medical coverage

HUSKY C Medicaid Aged, Blind, Disabled

- HUSKY C remains with DSS
- Income rules did not change. MNIL Medically Needy Income Limit applies.
- Asset Limit remains \$1,600 for an individual.
- Spenddown still in effect
- Disabled clients not yet on Medicare may choose HUSKY D.
- Medicare recipients are not eligible for HUSKY D.
- Medicare recipients who are also parents or caretakers may use HUSKY A group.
- SSI recipients may use AHCT for HUSKY D or apply via DSS for HUSKY C.



Connecticut's Official Health Insurance Marketplace

GET HEALTH COVERAGE

LEARN MORE

GET HELP



CHANGE IS HERE. SEE IF YOU QUALIFY FOR MORE AFFORDABLE HEALTH CARE COVERAGE.

> Access Health CT is the only place you can get these savings. What kind of coverage are you looking for?









Additional ways you can help...

- Encourage our customers to use the bar-coded FastLink cover sheet and the envelope DSS provides for return of all documents.
- When you send docs on behalf of a customer and do not have the bar-coded cover sheet, please print one from ConneCT for people with a client ID, or use the application FastLink cover sheet when they are new to DSS. (This is part of the new W1E application form.)
- Note the client ID on each document submitted.
- Submit authorization form (W298) to DSS if necessary, so the Benefits Center reps can discuss any active cases issues beyond payment information with you.

FastLink

General cover sheet



State of Connecticut Department of Social Services

FastLink

(Form 1348 Cover Sheet)

Client ID: 012345678

This address must display in window of return envelope.

DSS ConneCT SCANNING CENTER PO BOX 1320 MANCHESTER CT 06045-9968

IMPORTANT: YOU <u>MUST</u> FILL OUT AND SEND THIS COVER SHEET WITH <u>ALL</u> DOCUMENTS RETURNED TO DSS. FAILURE TO SEND COVER SHEET MAY RESULT IN SERVICE DELAY.

Instructions:

- Please see your "Verification We Need" form and "Guide to Verification of Information for DSS Programs" brochure to know what documents to send with this cover sheet. You can check the status of your documents online after two business days here: https://connect.ct.gov
- 2. Fill out the information below:

First Name:					
Last Name:					
Date:					
Number of Pages I am returning (including this cover sheet) :					

Fold this cover sheet so that the return address (above) shows through the return envelope window.

OR:

Fax only this cover sheet and your verification documents to: [ConneCT document fax number]

Note: Please send or fax photocopies of your documents. <u>DO NOT</u> send or fax original documents.



and the second of the second o

Questions? Visit https://connect.ct.gov/ or call 855-6-CONNECT for help.

PAGE 1 OF 1 5297

FastLink

Application cover sheet – page one of the W-1E



State of Connecticut Department of Social Services

FastLink

(Application Cover Sheet)

This address must display in window of return envelope.

DSS ConneCT Scanning Center PO Box 1320 Manchester CT, 06045-9968

IMPORTANT: YOU MUST FILL OUT AND SEND THIS COVER SHEET WITH YOUR APPLICATION.					
What is the zip code where you live?	If you have a client ID, write it here:				
What is your first name? What is your last name?					
	Make a clear, dark mark ● in each circle that applies to you and the people you are applying for.				
Who are you applying for? Only myself Myself and my spouse Myself and my family Only children under 19 in my care	What are you applying for? SNAP (Supplemental Nutritional Assistance Program/Food Stamps) Medical Coverage (Health Insurance) Family Planning Coverage Nursing Home or Home-Based Care Cash				
Are you pregnant?	O Yes O No				
Do you live in a licensed residential care facility (bo	oarding home)? O Yes O No				
Answer the following questions if you are applying for SNAP:					
is your household's total income less than \$150 a	month? O Yes O No				

O Yes

O Yes

O Yes

O No

PAGE 1 OF 1

Do your household's cash and bank accounts total less than \$100?

is anyone in your household a migrant or seasonal farm worker?

less than your total housing and utility costs for a month?

is the total of your household's monthly income, cash and bank accounts

FastLink



FastLink HUSKY A PRESUMPTIVE ELIGIBILITY FAX SHEET FOR HHCE/RPU REFERRAL

PE HUSKY cover sheet – fax to (860) 812-0006 TO: DSS Scanning Center at fax# 860-812-0006

FROM:

EMAIL ADDRESS:

FAX NUMBER:

PHONE:

DATE: PAGES:

TO:

FROM: DSS expedited HUSKY unit

FAX NUMBER:

PHONE:

DATE: PAGES:

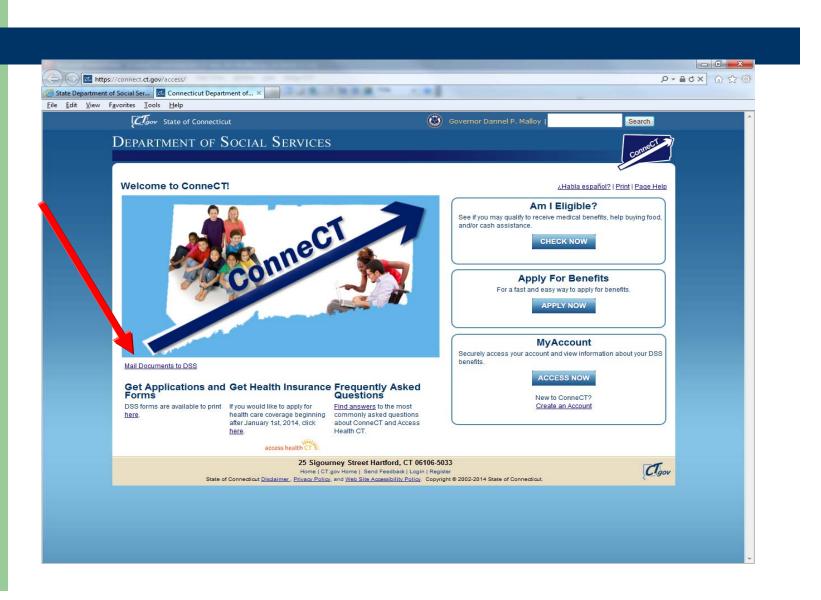
Only one applicant/family per cover sheet, please!

Applicant Name	Client ID/SS #	Rec'd Y/N	HA Grant Effective Date	Notes

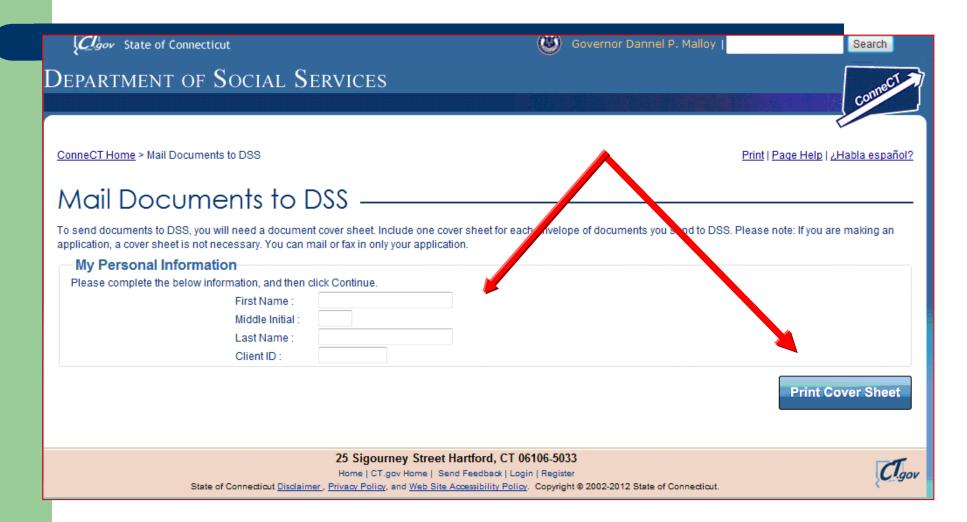
To be completed by certified entity:	To be completed by DSS upon return:		
Please note the name of each individual beside the Head of Household above for whom assistance is requested	DSS Client ID	HA Grant Effective Date	
1.			
2.			
3.			
4.			
5.			

CONFIDENTIAL INFORMATION: The information contained in this facsimile contains confidential and protected health information. If the recipient of these documents is not the intended recipient or a person responsible to receive this fax, please do not disseminate, distribute or copy it, please notify the sender immediately by calling the number above so that we will take immediate and appropriate action to see to it that this mistake is corrected.

ConneCT client portal – cover sheet https://connect.ct.gov/



ConneCT client portal cover sheet



FastLink cover sheet to print



State of Connecticut
Department of Social Services
FastLink

001234567

This address must display in window of return erwelope.

DSS ConneCT SCANNING CENTER PO BOX 1320 Manchester CT, 06045-9968

IMPORTANT: YOU MUST FILL OUT AND SEND THIS COVER SHEET WITH ALL DOCUMENTS RETURNED TO DSS. FAILURE TO SEND COVER SHEET MAY RESULT IN SERVICE DELAY.

Instructions:

1. Fill out the information below.

First Name: John

Last Name: Doe

Date: ___ / __ /

Number of Pages Iam returning (Including this cover sheet): ___

2. Fold this cover sheet so that the return address (above) shows through the return envelope window.

Note: Please send photocopies of your documents. <u>DO NOT</u> send original documents.



Questions? Visit https://connect.ct.gov/or please call the Benefit Center at 855-6-ConneCT for help.

PAGE 1 DE 1

296

Thank you!

Your questions?