



STATE OF MARYLAND

DHMH

Maryland Department of Health and Mental Hygiene

Larry Hogan, Governor – Boyd K. Rutherford, Lt. Governor – Van T. Mitchell, Secretary

PT 11-17

Office of Health Services  
Medical Care Programs

**MARYLAND MEDICAL ASSISTANCE PROGRAM**

**Hospital Transmittal #244**

**November 3, 2016**

TO: Hospitals

FROM: Susan J. Tucker, Executive Director, Office of Health Services

RE: Distinguishing Between 1184 Hospital Report of Newborn Process and Hospital Presumptive Eligibility for Newborns

**NOTE: Please ensure that appropriate staff members in your organization are informed of the contents of this transmittal**

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To ensure timely and proper payment for newborn services, hospitals must use the correct process for enrolling newborns in Medicaid/Medical Assistance (MA).

Medicaid does not cover newborns under their mother's Medicaid number. Newborns must be issued their own MA number. Hospitals must use the correct process for enrolling the newborn – the 1184 Hospital Report of Newborn process (1184 process) or Hospital Presumptive Eligibility (HPE) – depending on the mother's MA status at the time of delivery. Hospitals may complete the 1184 process via an electronic portal or via paper form faxed to Medicaid; however, the electronic portal is strongly preferred.

In October 2014, Medicaid implemented the HPE process, creating another pathway to MA eligibility. This transmittal clarifies when hospitals should use the 1184 process versus the HPE process. The key determination factor is the mother's MA status. The 1184 process requires that the mother has active MA. The HPE process provides temporary MA for the newborn, and the mother, when the mother does not have an active MA.

Check the Electronic Verification System (EVS) using the mother's information.

**When to use 1184 process:**

If the mother has active MA, the hospital should use the 1184 process to enroll the newborn in MA. It is critical to complete the 1184 process immediately. The 1184 process links the newborn to the mother's HealthChoice managed care organization (MCO) more quickly.

If the mother is enrolled in a HealthChoice managed care organization (MCO) at the time of delivery, the newborn will also be enrolled in the same MCO. The hospital must bill these newborn services to the MCO.

Newborns of X02 mothers are also entitled to receive MA through the 1184 process. The EVS status for X02 mothers will read, "Recipient covered for approved emergency services on approved dates only."

Do not use the 1184 process if the EVS says: (1) "Recipient's benefits are limited to family planning services only"; or (2) "Full fee for service benefits. Hospital Presumptive Eligibility". In these cases, the hospital should complete the HPE process for the newborn.

**When to use HPE application for the newborn:**

If the mother does not have an active MA span or if the mother is receiving Family Planning Services only, the newborn and mother may be eligible for HPE. Assuming all HPE criteria are met, the hospital should complete two HPE applications -- one for the mother and a second separate HPE application for the newborn. After the HPE application is complete, the hospital must assist the mother with the Maryland Health Connection application to include the newborn.

**When to use HPE application for newborn only:**

If the mother has HPE coverage or does not have an active MA span and is otherwise ineligible for HPE, the newborn may be eligible for HPE. Assuming the newborn meets all HPE criteria, the hospital should complete an HPE application for the newborn. After the newborn's HPE application is complete, the hospital must add the newborn to the mother's Maryland Health Connection application assuming the mother applied for full MA at the time of her HPE application.

The hospital should enroll the newborn immediately. Following this guidance will also ensure that eligible newborns are properly enrolled in Medicaid and can access medical services in the community.

For additional information about the 1184 newborn process, contact Janet Smith at [jan.smith@maryland.gov](mailto:jan.smith@maryland.gov) and review the 1184 guide at [https://mmcp.dhmfh.maryland.gov/Documents/1184\\_process\\_instructions\\_april2012.pdf](https://mmcp.dhmfh.maryland.gov/Documents/1184_process_instructions_april2012.pdf).

For additional information about HPE, contact [dhmfh.hpe@maryland.gov](mailto:dhmfh.hpe@maryland.gov) or visit [dhmfh.maryland.gov/hpe](http://dhmfh.maryland.gov/hpe).