NWF Health Network
Policy & Procedure

Series:	100: Intake
Policy Name:	Medicaid Child Welfare Specialty Plan and Enrollment for In-Home Cases
Policy Number:	107
Origination Date:	4/21/2014 **Revised:** Board Meeting of 10/22/2026
Regulation:	Child Welfare Specialty Plan Policy Procedure Series 700, Number 701

Policy

It is the policy of NWF Health Network (NWFHN), to establish the method used to ensure consistent, timely and appropriate enrollment of recipients in the Medicaid Child Welfare Specialty Plan (CWSP). Sunshine Health has subcontracted with NWFHN to coordinate and facilitate the enrollment process.

Procedure

A. NWFHN and its CMOs will educate families on available benefits using Sunshine Health approved materials for In-Home Judicial and Non-Judicial cases:

   1. The Dependency Case Manager (DCM) will consult with the Intake Placement Specialist (Rev Max) to determine if a family should apply for benefits, including Medicaid, is already enrolled in a Medicaid managed health care plan or is receiving other Third Party Benefits.

   2. At the home visit, the DCM will gather health care information along with other required and necessary case information from the parent/caregiver.

   3. The DCM will coordinate with Rev Max and the Nurse Care Coordinator for the completion of the Health Risk Assessment for youth receiving Medicaid.

   4. Parents/caregivers with a current Medicaid health care plan will be informed that correspondence will be sent to them from the Agency for Health Care Administration (AHCA) within the next sixty (60) days informing them of the choice to select the CWSP as their health care plan.

   5. Parents/caregivers with no Medicaid or Third Party insurance should be advised to complete the ACCESS application to determine eligibility for benefits, which includes Medicaid.

   6. Parents/caregivers with active Third party insurance through employment are not eligible for the CWSP, unless their coverage is lost during the time their child welfare case is open.

B. Care Coordination will notify the assigned DCM when a youth is enrolled on the CWSP.

C. The DCM, upon learning that a child who is receiving In-Home Judicial services for medical neglect is enrolled in the CWSP, will provide notification to the Nurse Care Coordinator to begin coordination of care.

D. The DCM shall provide the parent/caregiver a list of providers within the CWSP Network. The DCM shall be responsible for knowing which providers are being utilized for each case.

E. For additional information on eligibility and enrollment, please refer to *NWFHN OP 100-104, Eligibility Verification*.