

**GUAM DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES**

**RYAN WHITE HIV/AIDS PROGRAM**

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**PART B**

**2014 GUIDELINES**

### **What is the Ryan White Program?**

The Ryan White HIV/AIDS Program (RWHAP) is a federally-funded program that provides HIV-related health services. The program is for low-income individuals living with HIV/AIDS who have insufficient or no health care coverage or financial resources for coping with HIV disease. RWHAP fills gaps in care not covered by other sources such as Medicaid, Medical Indigent Program (MIP), Medicare, or private health insurance. RWHAP funds support primary medical care (outpatient/ambulatory medical care), medical case management, the AIDS Drug Assistance Program (ADAP) and essential support services. RWHAP Part B is the payer of last resort.

The purpose of this policy is to ensure compliance with applicable rules and regulations governing client eligibility; these guidelines identify client eligibility requirements and limitations for individuals applying for RWHAP services.

### **What services are provided?**

***Outpatient/ambulatory medical care*** – the provision of professional diagnostic and therapeutic services rendered by a physician, physician's assistant, clinical nurse specialist, nurse practitioner or other health care professional who is certified on Guam to prescribe antiretroviral therapy (ART) in an outpatient setting (clinics or medical offices) where clients do not stay overnight. (Emergency room services are not considered outpatient settings.)

Services include diagnostic testing, early intervention and risk assessment, preventive care and screening, practitioner examination, medical history taking, diagnosis and treatment of common physical and mental conditions, prescribing and managing medication therapy, education and counseling on health issues, well-baby care, continuing care and management of chronic conditions, and referral to and provision of specialty care (includes all medical subspecialties).

Primary medical care is available at the Northern and/or Southern Region Community Health Centers (NRCHC/SRCHC), Department of Public Health and Social Services (DPHSS). RWHAP does not pay the co-payment or deductible payment for clients who have MIP, Medicaid, Medicare, or any other public or private insurance.

***Medical case management services*** – includes a range of client-centered services that link clients with health care, psychosocial, and other services. The coordination and follow-up of medical treatments is a component of medical case management. These services ensure timely and coordinated access to medically appropriate levels of health and support services and continuity of care, through ongoing assessment of the client and other key family members' needs and personal support systems.

Medical case management includes the provision of treatment adherence counseling to ensure readiness for, and adherence to, complex HIV/AIDS treatments. Key activities include: (1) initial assessment of service needs; (2) development of a comprehensive, individualized care plan; (3) coordination of services required to implement the plan; (4) client monitoring to assess the efficacy of the plan; and (5) periodic reevaluation and adaptation of the plan as necessary over the life of the client. Medical case management also includes client-specific advocacy and review of utilization of services.

***AIDS Drug Assistance Program (ADAP)*** – U.S. FDA approved HIV medications are available to low-income individuals who have insufficient or no health care coverage or financial resources for coping with HIV disease. ADAP fills gaps in care not covered by Medicaid, Medical Indigent Program (MIP), Medicare, or private health insurance (i.e. payer of last resort).

Through ADAP, individuals are able to access and maintain HIV prescription drug coverage. Eligible ADAP clients must be enrolled in medical case management services and be registered patients at the NRCHC or SRCHC.

***Medical Transportation Services***

Gas cards are provided to eligible clients who require essential transportation resources to and from core medical services. The provision of gas cards is based on need; priority must be given to trips related to medical care so that clients may access health care services including HIV primary care medical appointments, medical case management, ADAP/pharmacy visits, dental care, mental health therapy, and substance abuse treatment. Gas cards may be used to access approved support services that directly relate to entry into and adherence to medical care as long as priority is given to medical and other core services.

***Food Voucher Program***

Food vouchers are provided to clients to purchase nutritious food items that promote a healthy diet and essential household items such as personal hygiene products and household cleaning supplies. Food items are limited to products for human consumption and provide nutritional value to the client. Alcoholic beverages, tobacco products, candy, pet food, or any other product that does not provide nutritional value to the client is strictly prohibited.

*Note: Services are provided based on the availability of funding.*

**What is required to be in the RWHAP?**

1. Clients must have a diagnosis of HIV disease as verified by laboratory (positive HIV test result) or clinical (physician-documented diagnosis) evidence. Documentation of client's HIV status must be on file with the Medical Case Manager.
2. Clients must be living on Guam and must have a valid street/home address as evidenced by at least one of the following:
  - a. Current Guam driver's license or official Guam ID;
  - b. Utility bills in client's name;
  - c. Mortgage or rental/lease agreement in client's name or a notarized statement from the landlord;
  - d. Verification of residency from a Mayor's office; or
  - e. Verification of residency from a homeless shelter or community center serving homeless individuals.
3. Clients must be financially eligible. A client's annual household income must not exceed 300% of the Federal Poverty Measure. Family size is the number of family members who live together. Family income is the sum of income of all family members who live together. **Income limits are as follows:**

Family Size	2014 Poverty Guideline	Annual Income Limits	Monthly Amounts	Biweekly Amounts
1	\$11,670	\$35,010	\$2,918	\$1,347
2	\$15,730	\$47,190	\$3,933	\$1,815
3	\$19,790	\$59,370	\$4,948	\$2,283
4	\$23,850	\$71,550	\$5,963	\$2,752
5	\$27,910	\$83,730	\$6,978	\$3,220
6	\$31,970	\$95,910	\$7,993	\$3,689
7	\$36,030	\$108,090	\$9,008	\$4,157
8	\$40,090	\$120,270	\$10,023	\$4,626
For each additional person add \$4,060.				

*Examples of income include:* salaries/wages, unemployment compensation, Social Security, public assistance, veteran payments, survivor benefits, pension or retirement income, interest, dividends, rents, royalties, income from estates, trusts, educational assistance, child support, alimony, and any other income from outside the household (describe).

*Examples of income verification include:* current pay stubs, current employment verification from employer indicating monthly or annual salary; self-employ business records, social security and/or other income award letters, most recent year tax returns or other tax documents showing income, e.g. W-2 form.

Non-cash benefits (e.g., food stamps, housing subsidies) and capital gains (or losses) are excluded. Non-liquid resources or fixed assets are not considered in determining financial eligibility.

4. Clients must be enrolled in Medical Case Management and complete the required care and service screenings.
5. All RWHAP clients including ADAP clients must be rescreened for eligibility every six (6) months, and be recertified. If income and/or employment status is unchanged from the previous certification/determination and existing documentation is still valid and/or current, the Medical Case Manager and client should so attest at time of recertification.
6. Clients must be U.S. citizens or permanent resident aliens as evidenced by one of the following:
  - a. Birth Certificate
  - b. Passport
  - c. Alien Registration Receipt Card

**What type of documentation is required?**

Applicants must provide the following:

- Completed RWHAP forms (Intake Screening, Psychosocial Screening, Medical Assessment, etc.);
- Documentation/evidence of HIV diagnosis;
- Proof of Residency;
- Proof of Income;

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- Proof of employment;
- Social Security Card or Social Security Number if no card is available;
- Proof of citizenship or resident alien status; and
- Proof of medical coverage (insurance) or denial letters from programs such as Medicaid, MIP, Medicare, or private insurance.

### **Other Requirements:**

1. If there is no evidence that a client is receiving regular primary medical care which includes 1) CD4 T-cell counts, 2) viral load tests, and 3) provision of ART for 12 months or more, the client will be considered to be “out of care”. If it is determined that a client is “out of care”, the client will be discharged from the RWHAP and the case will be closed.
2. Clients who voluntarily leave the RWHAP or refuse to participate will be discharged from the program.
3. Clients who do not recertify their eligibility status every six months with the Medical Case Manager as required will be removed from the program.
4. Clients who knowingly and intentionally provide misleading or fraudulent information to obtain RWHAP services will be immediately removed or disqualified from the program with the possibility of legal action taken.

### **Who is not eligible for RWHAP services?**

1. Clients who are absent from the program for more than two months, i.e., leaves Guam or physically relocates to another jurisdiction, are not eligible for services.
2. Transients, visitors, and persons on Guam for the sole purpose of obtaining medical treatment are not eligible for services.
3. Inmates of the Guam Department of Corrections are not eligible for services.