Iowa Department of Public Health
Acute Disease Prevention and Emergency Response
Bureau of Disease Prevention and Immunization
Guidelines for Ryan White Part B Programs

AIDS Drug Assistance Program

Eligibility Requirements

I. Eligible Persons

Any Iowa resident who:

1) has AIDS or HIV infection as confirmed by a physician;
2) is under the care of an Iowa licensed physician;
3) meets the financial eligibility criteria of the program; and
4) has at least one prescription for a medication on the ADAP Formulary.

II. Criteria for Financial Eligibility

A person is financially eligible if he or she:

1) is not fully covered under the Iowa Medicaid or Medicare Part D Program;
2) is not fully covered for the medication(s) by any other third-party payer (e.g. private insurance);
3) has liquid assets (not including major residence, household furnishings, and one vehicle) valued at less than $10,000;
4) has an annual gross family income that does not exceed 200 percent of the current Federal Poverty Income Guidelines (as shown below) after any allowed deduction (see section III *Determining Financial Eligibility*);

January 2012 200% of Federal Poverty Level (FPL)

Family Size	FPL Annual Amounts	FPL Monthly Amounts
1	$22,340	$1,861
2	$30,130	$2,521
3	$38,180	$3,181
4	$46,100	$3,841
5	$54,020	$4,501
6	$61,940	$5,161
7	$69,860	$5,821
8*	$77,780	$6,481

*For family units with more than 8 members, add $3,960 for each additional member.

5) has no other means to pay for prescriptions; and
6) has health insurance which does not cover 100 percent of the cost of his/her prescriptions.

III. Determining Financial Eligibility

1) If the applicant's annual gross family income at the time of application is 200 percent or below of the federal poverty level (FPL), he\she is financially eligible for the ADAP program.

2) A $500 work deduction is deducted from the monthly gross salary of an employed HIV positive person, and if at or below 200 percent of the (FPL), he/she is financially eligible for the ADAP program.

   Example 1: Client works 40 hours per week at $9 per hour at a local business. His weekly gross paycheck is $360. To determine the gross monthly income, multiply the gross earnings by the amount of times paid per year and divide by the number of months worked, and then subtract the $500 monthly work deduction: $360 x 52 weeks = $18, 720 annually ÷ 12 months = $1560 monthly -$500 work deduction = $1060 monthly

   Example 2: Client works 40 hours per week at $11 per hour at a local business. Her weekly gross paycheck is $440. To determine the gross monthly income, multiply the gross earnings by the amount of times paid per year and divide by the number of months worked, and then subtract the $500 work deduction: $440 x 52 weeks =$ 22,880 annually ÷ 12 weeks = $1907 monthly -$500 work deduction = $1407 monthly

3) If income exceeds 200 percent of the FPL guidelines, he/she is financially ineligible for the ADAP program. The applicant should be encouraged to request reconsideration if his/her income or family status changes such that it is within the program parameters.

IV. Eligibility Documentation **(must be less than six months old)**

HIV/AIDS status

1) Case managers need to verify that a person has HIV or AIDS. Signed verification by a physician will meet this requirement.
2) Copies of recent CD4 cell and viral load test results are required.
3) Clients without confirmed HIV/AIDS status need to provide copy of confirmatory western blot or detectable viral load.

Residence

1) Case managers must document that the resident is currently living in Iowa. Verification must be dated and include client's name and home address;

   Examples of residency verification: Utility bills, Lease/Rental agreements, envelope mailed to client with dated post mark, billing statements

2) An absence from the state for more than two months will make the person ineligible for ADAP.

Financial

1) Case managers must document the combined gross earned and unearned income of all individuals within the family unit for whom the applicant is legally responsible;

Examples of income verification: pay stubs, Social Security award letter, unemployment checks

2) Clients that report zero income need to complete a *Verification of No Income Form* with a detailed explanation as to how living expenses are paid.

Continued Eligibility

1) Client eligibility (which includes financial, residential, CD4 and viral load) must be documented in the client file every six months;
2) Changes in financial or residential circumstances which result in ADAP ineligibility must be reported immediately to the ADAP office; and
3) A complete reapplication is due annually to the ADAP office.

Other Services: Core Medical Services and Support Services

Eligibility Requirements

I. Financial Eligibility

To be eligible for services the client's income must be at or below 200% of the federal poverty level. Refer to determining financial eligibility section and Federal Poverty Level chart. Please note: case management services are available to clients at any income level.

II. Caps

Programs may have different yearly maximum funds available for medical and non-medical services, i.e. a cap. Caps may be determined by each program and approved by the Department of Public Health. Caps should be determined by looking at both the client needs and the estimate of how many clients need to be served in the contract year. There may be regional differences in need due to other programs available in the same area and/or the provider's ability to negotiate for services and favorable rates at the local level. For example, some programs have caps for transportation. In the last quarter of the year caps are often lifted if there are unspent funds.