

MEC² Claims and Collections

Determining the Overpayment:

- Who benefited?
- Biweekly service period basis
- Amount of CCAP the family and/or provider were actually eligible to receive
- Was the changed that caused the overpayment timely? Not timely?

Claim Components

Claim Category: Who benefited from the overpayment – Family, Provider, or Family & Provider.

Claim Type (sub-category): Give information about the reason for the overpayment (e.g. 1st Failure to Report, Agency Error, Failure to Report at Application, Fraud). This field affects the recoupment rate.

Claim Reason: Describes why the overpayment occurred (e.g. HH no Information, HH Not Timely Information, Benefits Received Pending Appeal, PARIS Interstate Match). If there are multiple claim reasons, there will be multiple claims established.

Claim Period: There are many things to consider when determining the claim time period:

- Any non-consecutive biweekly periods?
- Same claim type?
- Same claim reason?
- Same persons responsible?

Claim Established Date: The date the Agency computes the overpayment using the computation form, or the date information is entered on MEC² to create an unapproved version of eligibility based on the received verification. This date is important because claims are paid off based on their Established date.

Claim Discovered Date: The date the agency receives the documentation necessary to calculate a claim.

CCAP Sub-program: What sub-program was open during the time of the overpayment? May be more than one sub-program.

Recovery methods for the Child Care Assistance Program

- Recoupment
- Voluntary Repayment
- Civil Recovery
- Criminal Restitution

Claim Compromise

Claims may be compromised by 25% if the remaining 75% is repaid within the 90-day time limit. Compromise amounts must be in the form of direct voluntary payment by a debtor. Provider claims may not be compromised. Also, the right to compromise does not apply when the overpayment occurred due to fraud.

MEC² Claims and Collections Resources

MEC² Reports – found on MEC²/SIR.

CCAP Policy Manual – found on CountyLink/MEC²

MEC² User Manual – found on CountyLink/MEC²/SIR

User ID: ccworker
Password: countylink

Family Recoupment

Claim Type	Recoup the Greater Of
<ul style="list-style-type: none"> - Agency Error - Provider Error (Family Claim) 	25% of copay or \$10
<ul style="list-style-type: none"> - 1st Failure to Report 	50% of copay or \$10
<ul style="list-style-type: none"> - 2nd or Subsequent Failure to Report - Failure to Report at Application - Failure to Report at Redetermination 	50% of copay or \$50
<ul style="list-style-type: none"> - Fraud 	100% of copay, \$100 or 10% of overpayment (original claim amount)

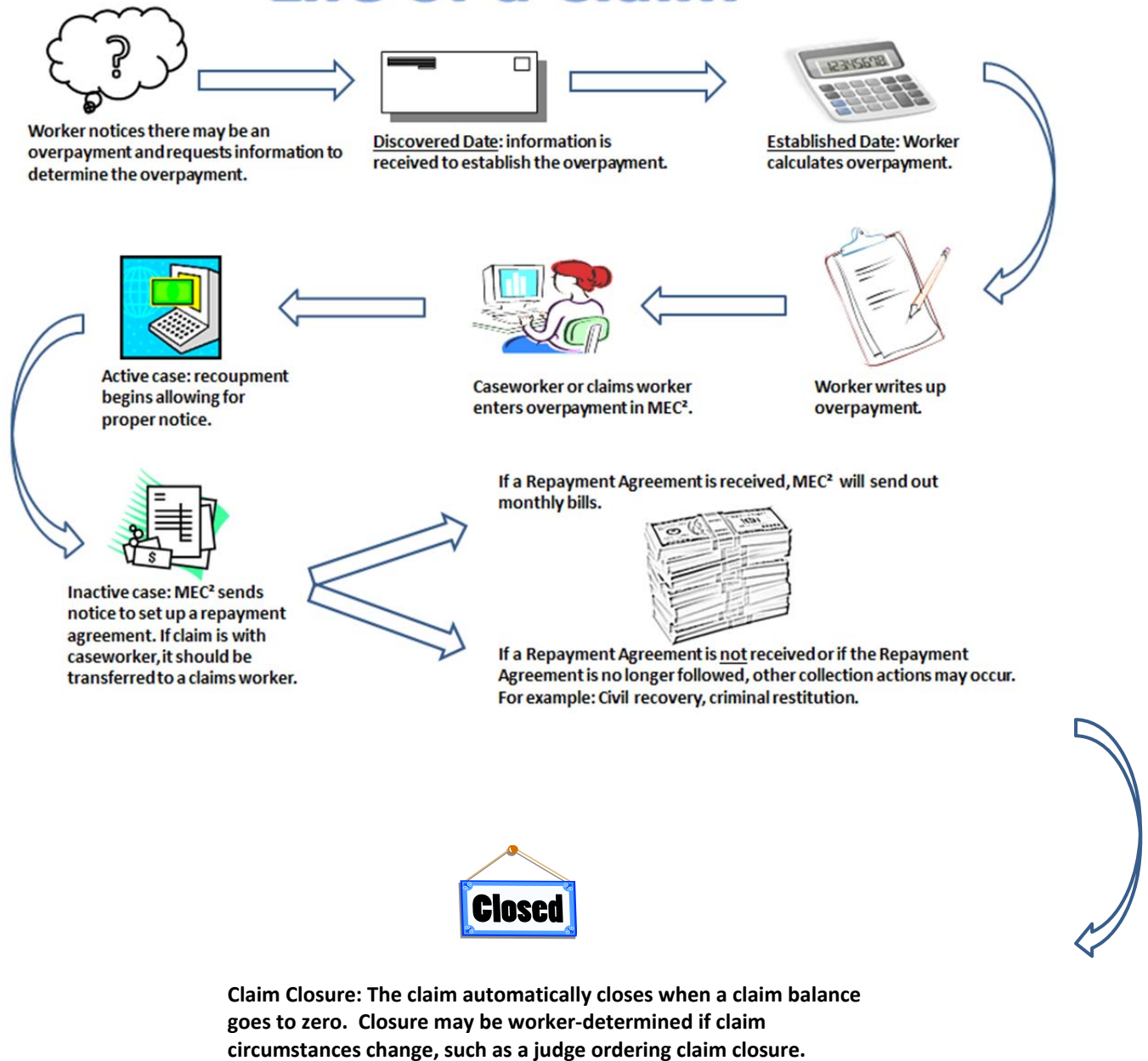
If an ineligible family later reapplies for child care assistance and is determined eligible, begin recouping the overpayment following the above rates, unless a different payment schedule has been specified in a court order.

Provider Recoupment

Claim Type	Recoup the Greater Of
<ul style="list-style-type: none"> • Agency Error • Family Error (Provider Claim) 	10% of payment or \$20
<ul style="list-style-type: none"> • Provider-Incorrect Information 	25% of payment or \$50
<ul style="list-style-type: none"> • Fraud 	50% of payment, \$100 or 10% of the overpayment (original claim amount)

If the provider no longer cares for children receiving child care assistance, follow the instructions in §14.9 (Recovery Methods). If the provider later resumes caring for children receiving child care assistance, begin recouping the overpayment following the above rates, unless a different repayment schedule has been specified in a court order.


Life of a Claim



MEC² Claim Reports


Report Name	Report#	Report Description
CCAP Claims Recovery Report	CL100	This report lists detail recovery transactions by category (Family, Provider and Family and Provider Claims) and by program in a given month. Counties can use it to track their recovery transactions, to spot trends, and to verify that the amount they collect is properly reflected on their county billing from DHS for the county and non-county share of the recovery transactions.
CCAP Claims Collection Detail Report	CL101	This report displays all the recoupment and recovery transactions posted to a claim for all programs. It is used for tracking collections.
CCAP Claims Case Load Listing	CL102	This report lists details for each claim that is assigned to a specific worker including (but not limited to): claim number, claim type, overpayment reason, claim status, etc. The purpose of the CCAP Claims Caseload Listing Report is to give details of active or pending claims (Family, Provider and Family & Provider) for a worker.
CCAP Recoupment Backout Report	CL105	The purpose of the CCAP Claims Recoupment Backout report is to provide information regarding recoupment amounts, claim payment ID associated with the claims when an issuance with a recoupment has been canceled that have been cancelled. This portion of the system has not been automated – therefore this is a report workers will use to manually add back in the recoupment amount to the claim balance.
CCAP Claim Adjustment Report	CL 106	This report shows all adjustment transactions made on a claim. It is used for fraud detection purposes and by Financial Operations. The totals are broken out by CCAP sub-program and adjustment type, including a separate total for adjustments that were due to a claim compromise.
CCAP Claims Summary Report	CL108	This report is a summary of outstanding claim balances by program source. A CCAP claim may be compromised of multiple funding sources (BSF, MFIP/DWP, PORT, TY, TYE, AHIC, and TYSA). The earliest date the report will display is May 8, 2013.

MEC² Claim Report Example



MEC²

Version: CL102.01
Report Date: 07/11/2012 Time: 03:05:45PM



Minnesota Department of Human Services
Transition Support Systems Division
Child Care Assistance Program

User Name: ANGELA R. CARLSON

CL102 CCAP Claims Caseload Listing Report

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Financially Responsible Agency: _____ County _____

Worker: _____

Family Claims

Claim Number	Claim Type	Status	Case Number Case Name	Case Recoup	Provider ID Provider Name	Provider Recoup	Established	Current Balance
	1st Failure to Report	Active		Yes			03/16/2009	\$93.50
	1st Failure to Report	Active		Yes			05/26/2010	\$363.88
	Agency Error	Active		Yes			11/21/2011	\$124.94
	1st Failure to Report	Active		Yes			11/21/2011	\$92.84
	Agency Error	Active		Yes			06/15/2012	\$118.09