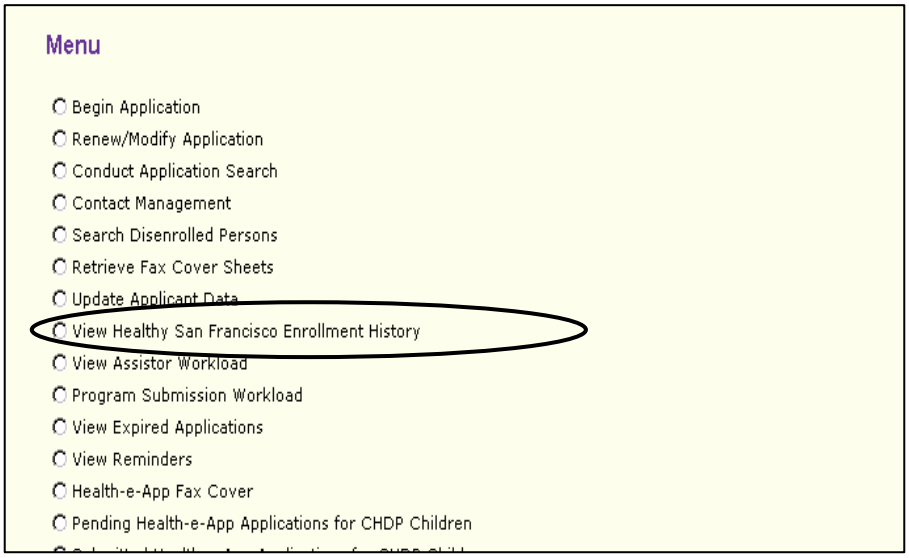
CHAPTER 8

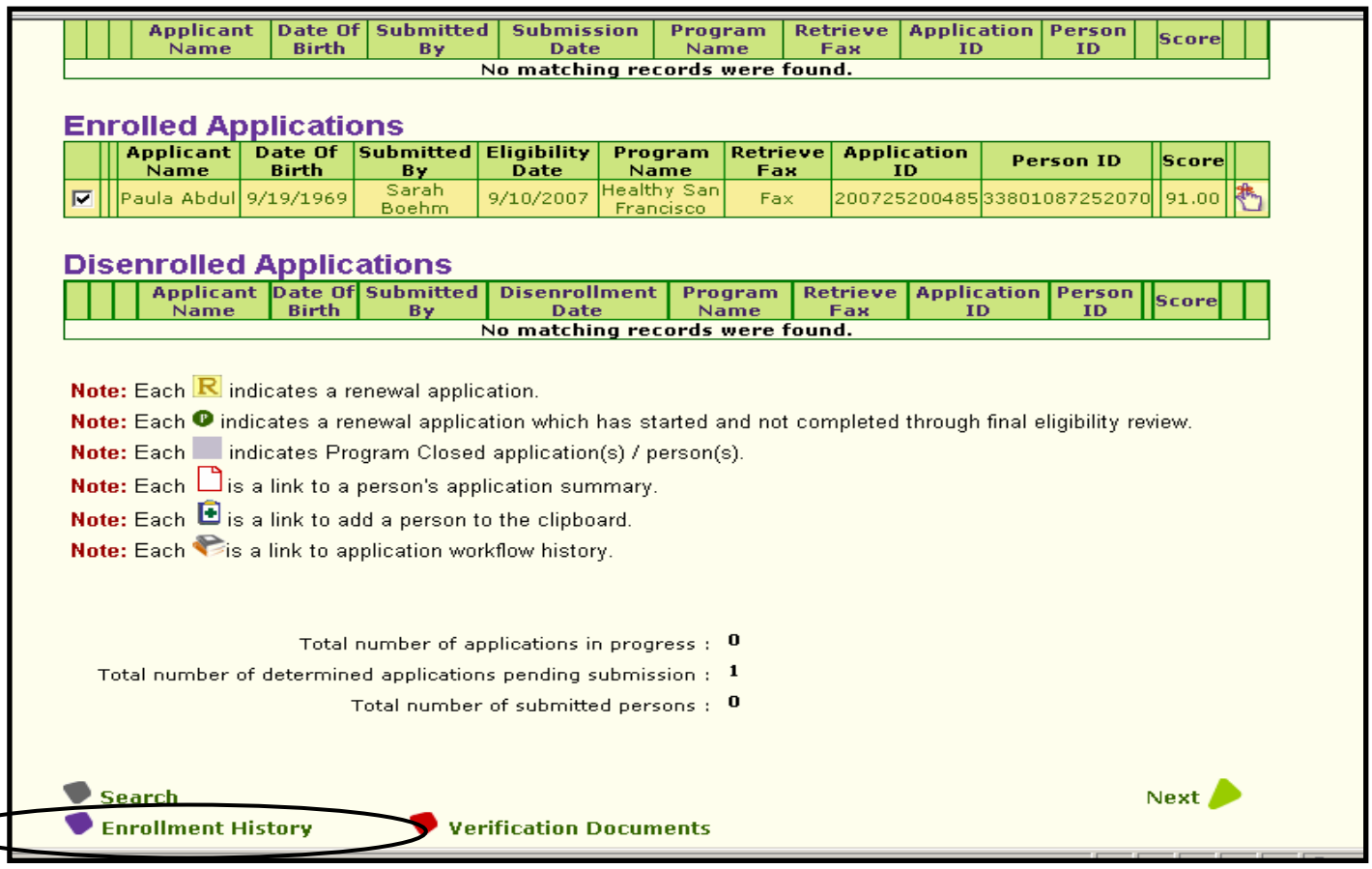
Healthy San Francisco:

Verifying Healthy San Francisco Status

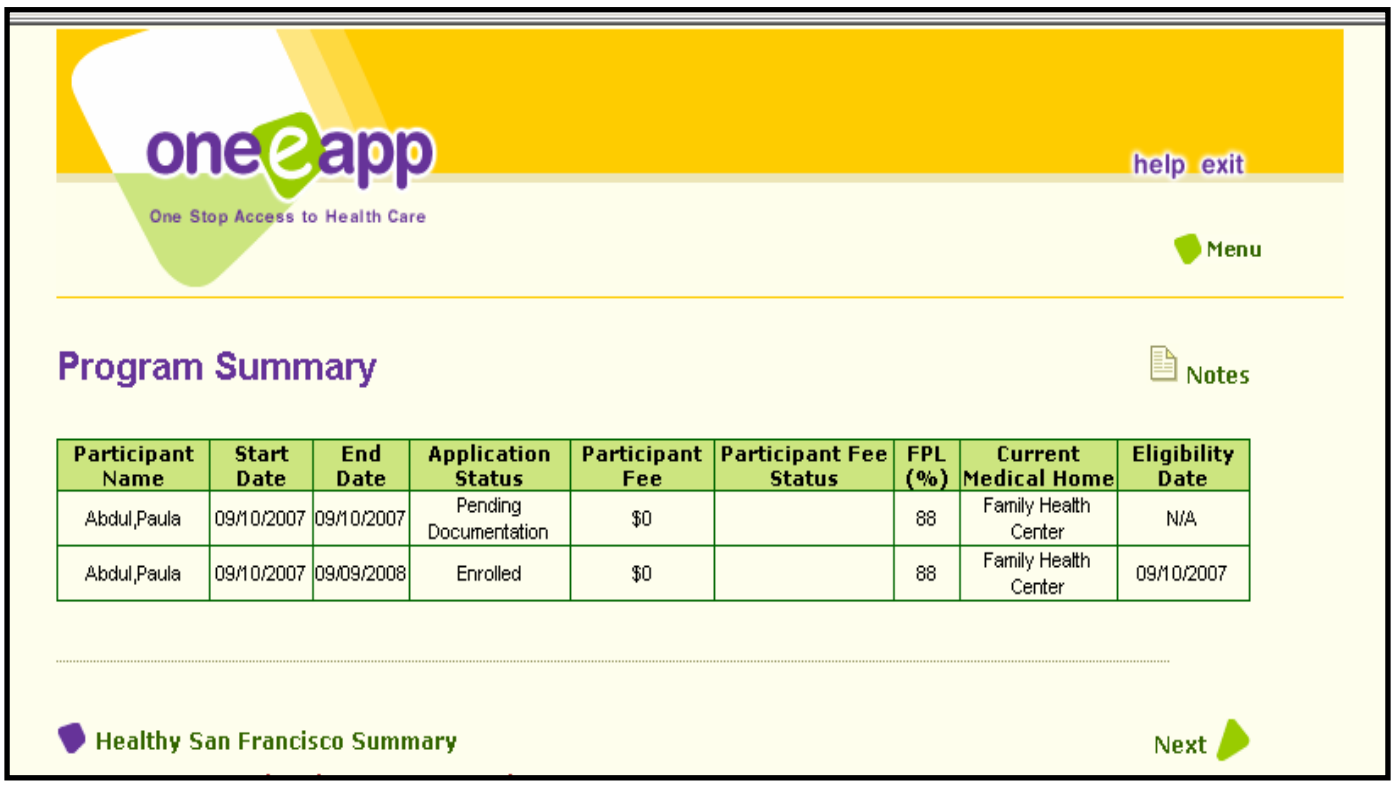


- This function will provide you with the HSF enrollment history of the applicant.
- The HSF enrollment screen provides information on the applicant's disposition, eligibility date, and coverage period.
- Select **View Healthy San Francisco Enrollment History** from the main menu
- You will be prompted to conduct an application search

To access the HSF enrollment history, check the box next to the applicant or participant's name and click **"Enrollment History."**



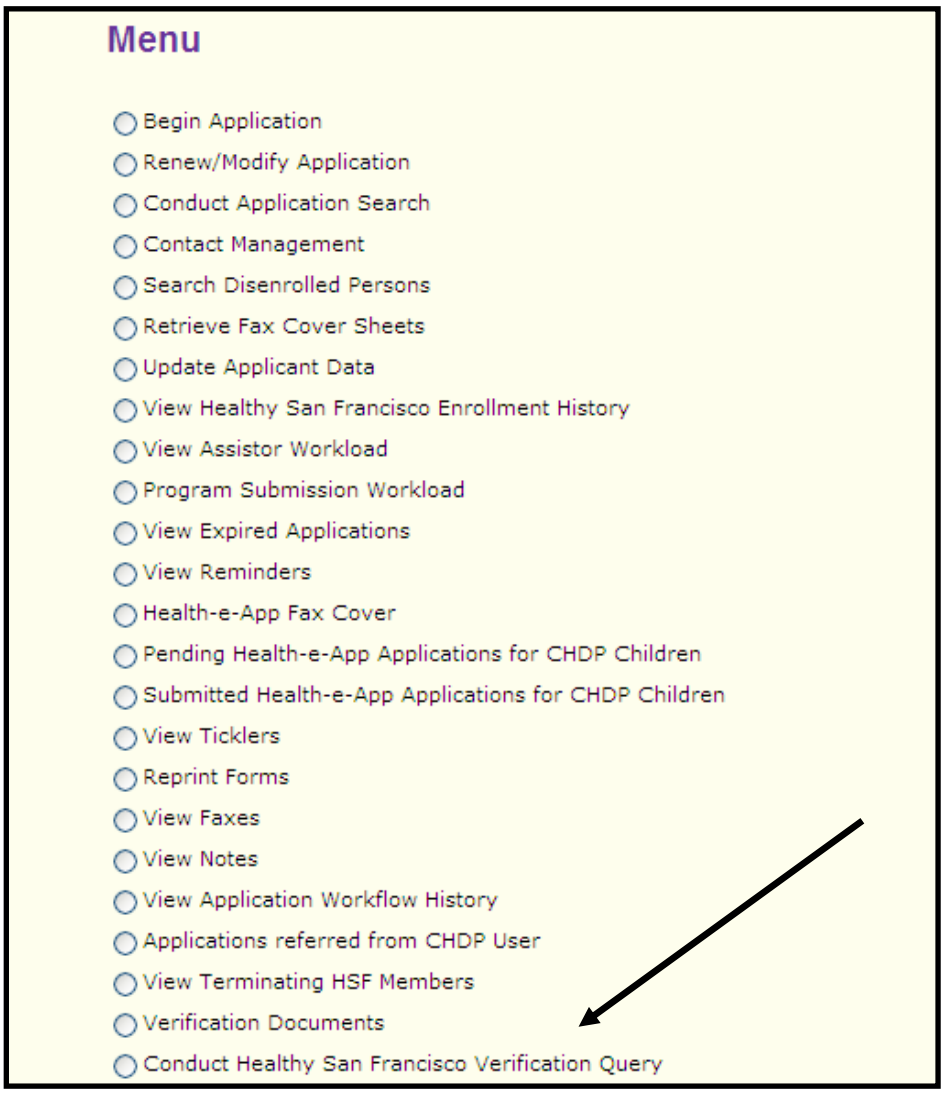
- **The Program Summary page will provide the enrollment history for the application or participant, including eligibility date, disenrollment date, and their assigned medical home and past medical homes.**
- **To view greater detail, click on the "Healthy San Francisco Summary" at the bottom of the Page**



Participant Name	Start Date	End Date	Application Status	Participant Fee	Participant Fee Status	FPL (%)	Current Medical Home	Eligibility Date
Abdul,Paula	09/10/2007	09/10/2007	Pending Documentation	$0		88	Family Health Center	N/A
Abdul,Paula	09/10/2007	09/09/2008	Enrolled	$0		88	Family Health Center	09/10/2007

HSF: Healthy San Francisco Verification Query

HSF medical homes are required to verify enrollment status for a date of service before submitting encounter data to HSF. *The source of the most up to date Healthy San Francisco eligibility and enrollment information is One-e-App.*



- All users can conduct a Healthy San Francisco Status Inquiry
- This menu option provides the current Healthy San Francisco status (enrolled, disenrolled, pending) for an applicant or participant.
- Select **"Conduct Healthy San Francisco Verification Query"** menu option and click next.

TIP: When to Use Verification Query and When to Use Enrollment History

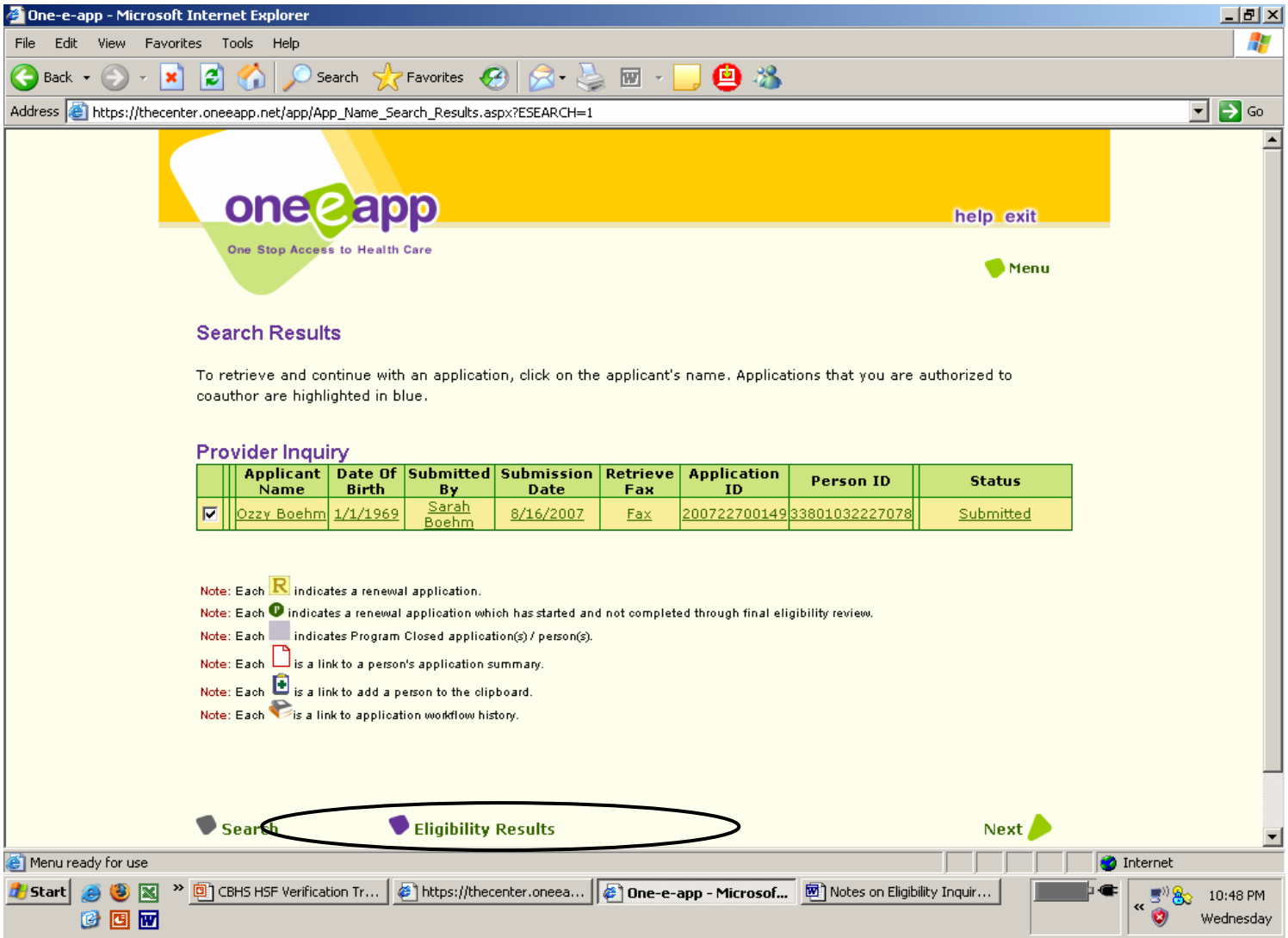
Verification Query: Answers- What is the individual's status as of today's date?

Enrollment History: Answers- What was the individual's status and medical home on past dates?

Two Choices:

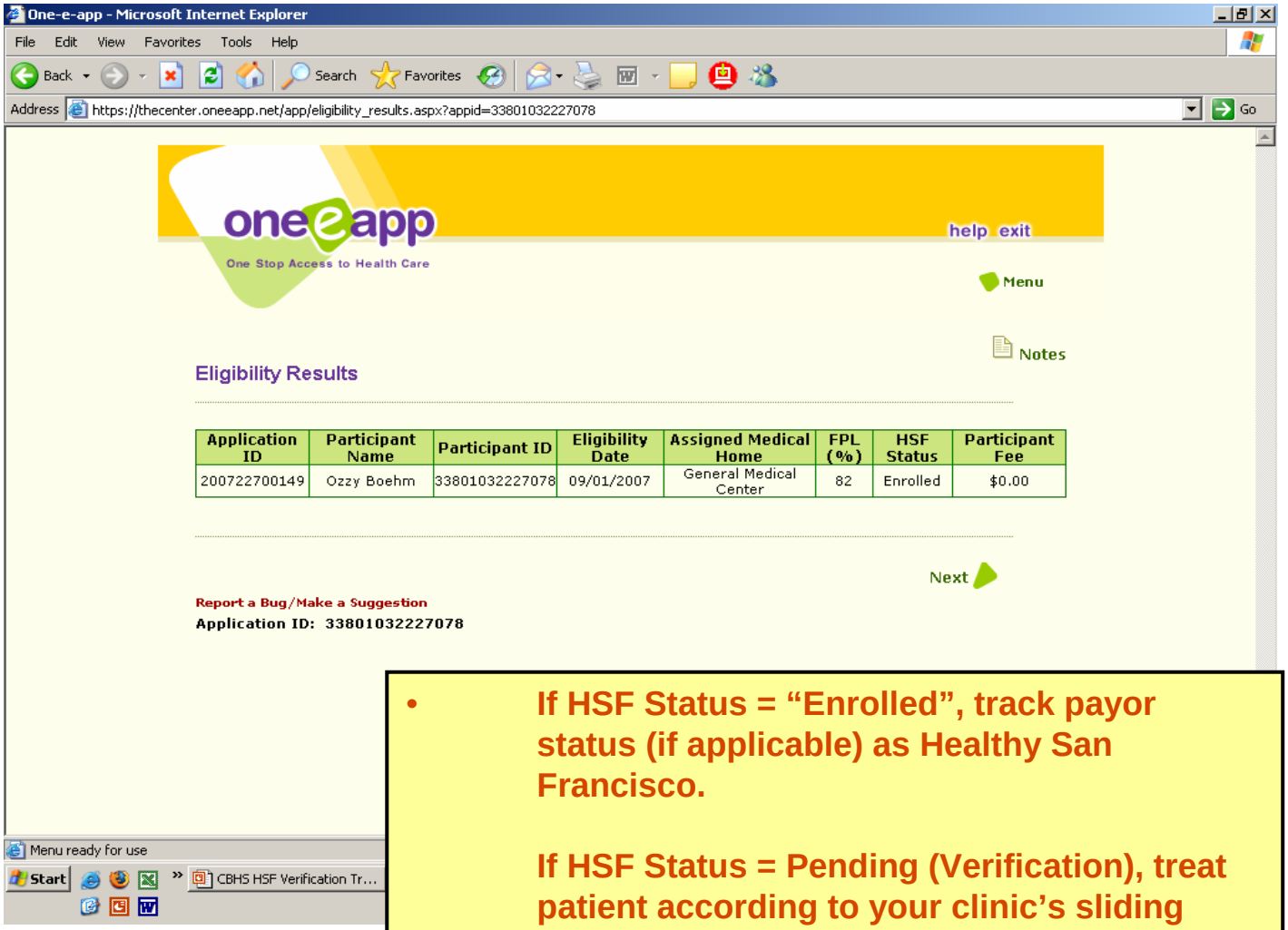
1) Search by “Person ID” (14-digit HSF Participant Number located on patient’s HSF card)
2) Search by patient’s First Name and Last Name AND Date of Birth

Select Checkbox that BEST MEETS identifying details and click “**Eligibility Results**” at bottom of page



Review Eligibility Results to:

- Obtain current medical home
- Review current HSF Status
- Obtain eligibility date
- Flag the encounter as Healthy San Francisco



- **If HSF Status = "Enrolled", track payor status (if applicable) as Healthy San Francisco.**

  If HSF Status = Pending (Verification), treat patient according to your clinic's sliding scale polices for an uninsured patient, after confirming they are not enrolled in other public coverage programs.