

The Commonwealth of Kentucky



kynect
benefits

Quick Reference Guide
Prescreening Tool





This Quick Reference Guide is designed to help users complete the steps required to use the Prescreening Tool in kynect benefits.

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Please Note: Residents who still need help after referencing this Quick Reference Guide can call **(800) 635-2570** for additional assistance.

Prescreening Tool Overview

The Prescreening Tool in kynect benefits allows Residents to view their household's potential eligibility for benefits before completing a benefits application. The Prescreening Tool asks Residents basic questions about their household.

Based on the responses, the Prescreening Tool evaluates potential eligibility across the following Benefit programs:

Health Assistance

- Programs: Medicaid and Kentucky Children's Health Insurance Program (KCHIP)
- These programs help cover medical and preventative healthcare costs.

Food Assistance

- Program: Supplemental Nutrition Assistance Program (SNAP)
- SNAP allows people to buy healthy food options.

Financial Assistance for Families with Children

- Program: Kentucky Transitional Assistance Program (KTAP)
- KTAP helps families with children pay for basic household expenses.

Child Care Assistance

- Program: Child Care Assistance Program (CCAP)
- The Child Care Assistance Program helps working families pay for childcare.

Health Insurance Premium Assistance

- Program: Health Insurance Premium Payments (KI-HIPP)
- KI-HIPP helps pay for employer sponsored insurance (ESI) health premiums.

The **Basic Eligibility requirements** for all programs include:

- Must be a Resident of Kentucky and a US citizen or qualified immigrant.



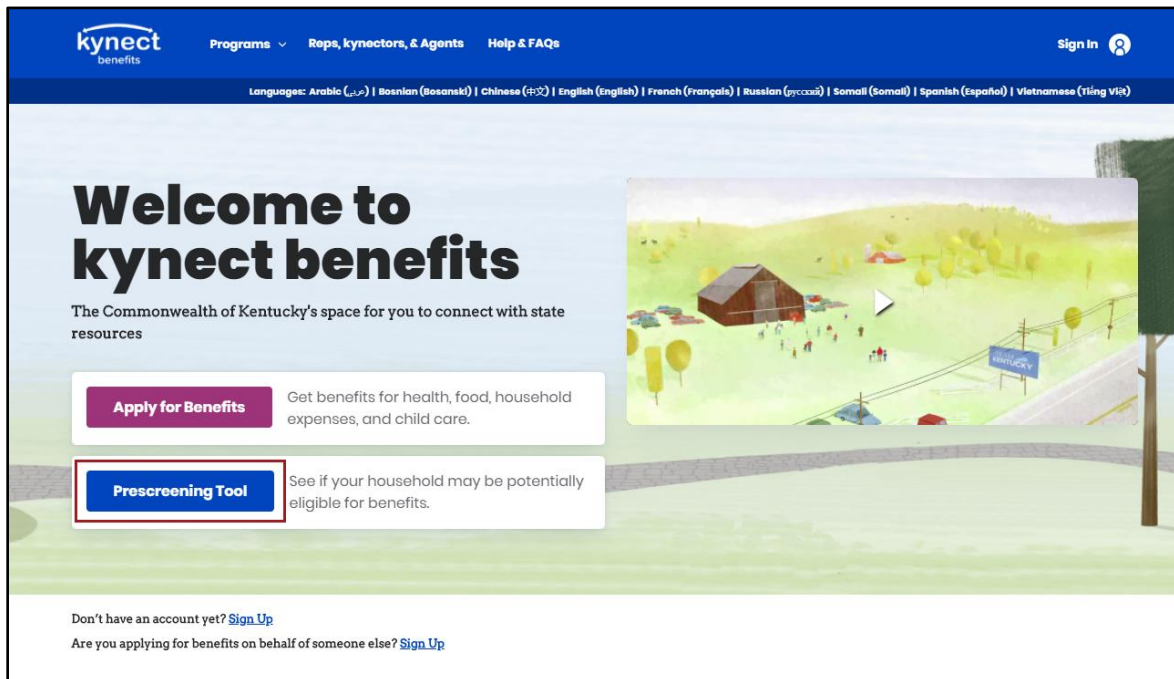
Please Note: The Prescreening Tool does not guarantee eligibility for benefits, as eligibility may change once more information is captured. Residents are encouraged to complete a benefits application regardless of the prescreening results.

Locating the Prescreening Tool

The Prescreening Tool is easily accessible throughout kynect benefits and users are not required to log in to use it. The Prescreening Tool can be started from the Program pages for which the tool completes the evaluation. Additionally, users can locate the Prescreening Tool at the places below.

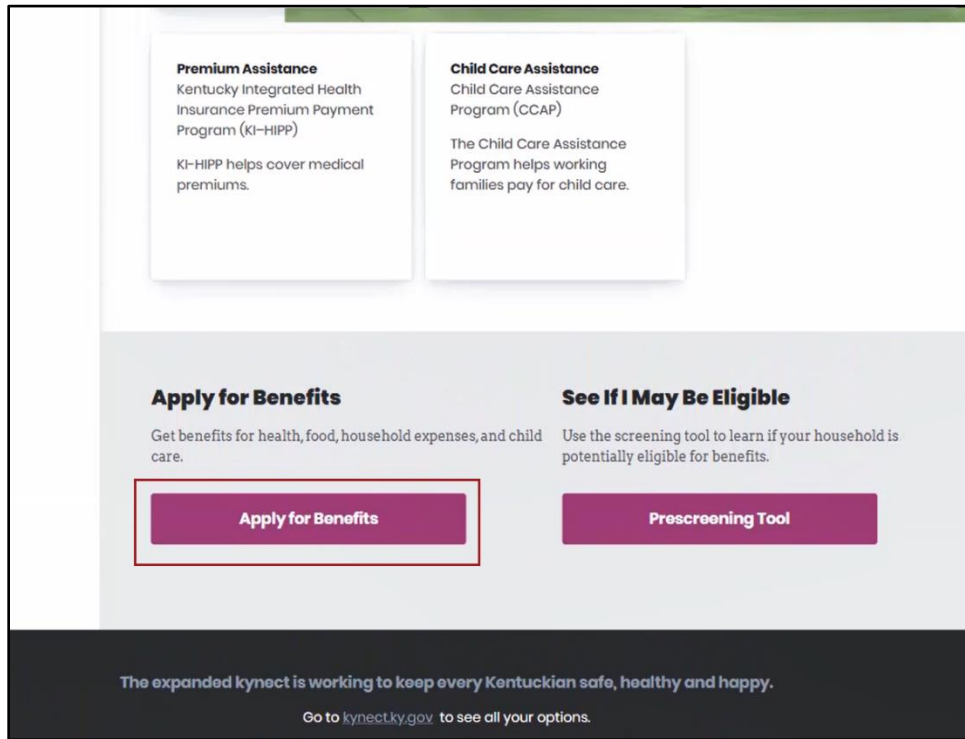
Prescreening Tool on the kynect benefits home page

1. Click "Prescreening Tool" near the center of the home page.



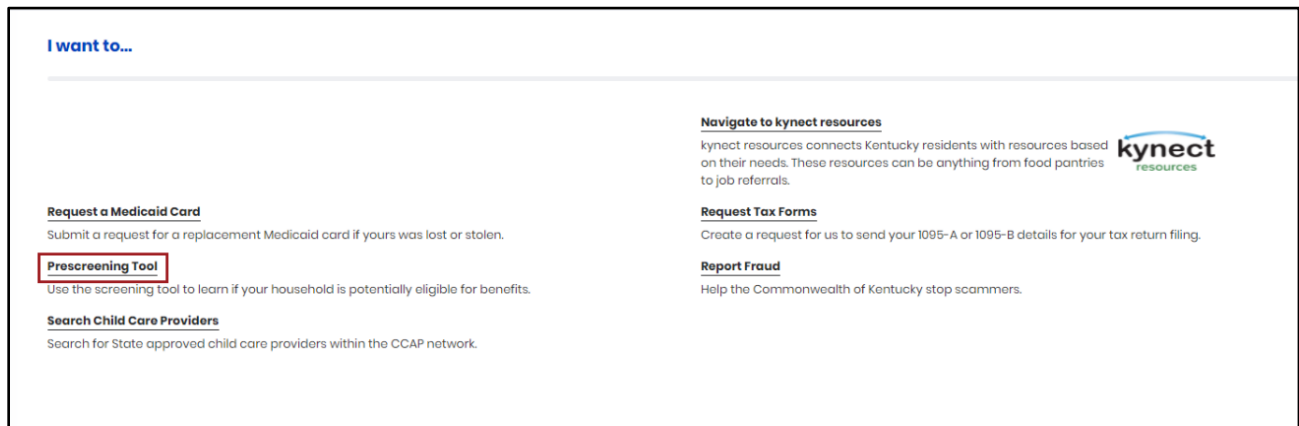
Prescreening Tool on the Resident Dashboard

1. If the Resident is signed into kynect benefits and has not applied for benefits, click “Prescreening Tool” at the bottom of the Dashboard.



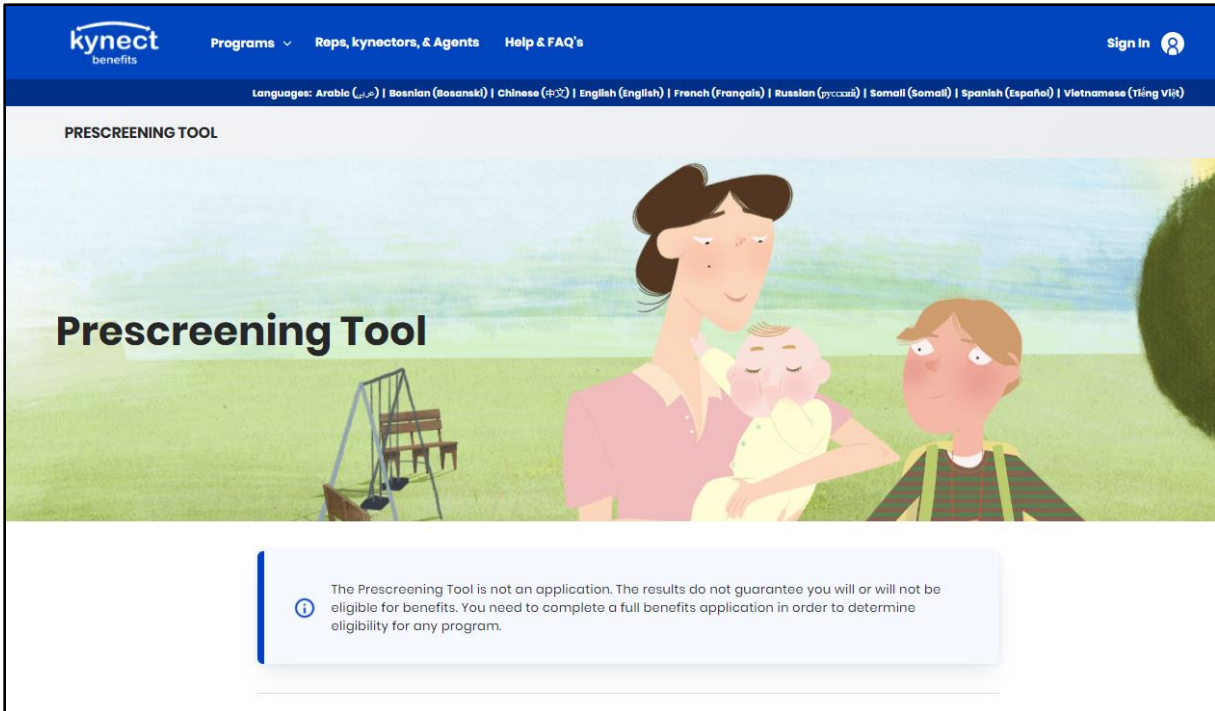
Prescreening Tool in the “I want to Section”

1. If the Resident is signed into kynect benefits and has submitted at least one benefits application, click “Prescreening Tool” in the I want to... section at the bottom of the Dashboard.



Completing the Prescreening Tool

Once the Prescreening Tool has been found, the user is brought to an overview screen that explains how it works. Read the Prescreening Tool Overview for Potential Eligibility and Basic Eligibility Requirement information.

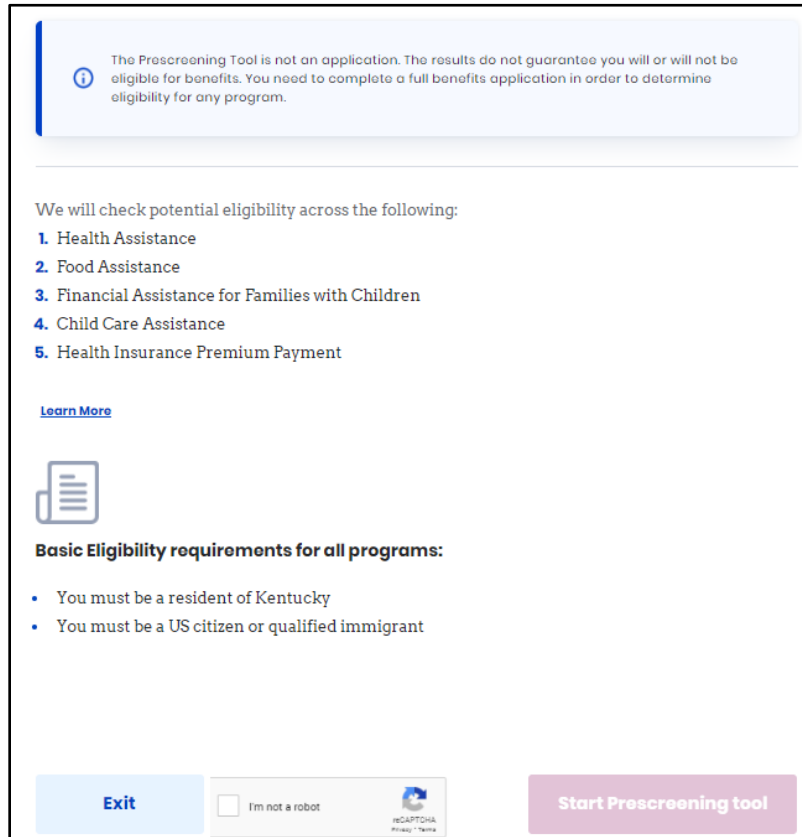




Below are the steps to complete the Prescreening Tool.


Steps to Complete the Prescreening Tool

1. Complete the web security steps by checking, "I'm not a robot".
2. Click "Start Prescreening Tool".



3. Complete the Household Details section.

Household details

Section 1 of 3 

Complete the questions below about the household's members.

How many people are in the household?

Are there any children age 18 years old or younger in the household?

Is anyone in the household pregnant?

Is anyone in the household a migrant or seasonal farm worker?

Is anyone in the household age 60 or older, blind or disabled?

Does anyone in this household have an employer that offers healthcare coverage?

The Household Details section may ask questions such as:

- How many people are in the household?
- Are there any children age 18 years old or younger in the household?



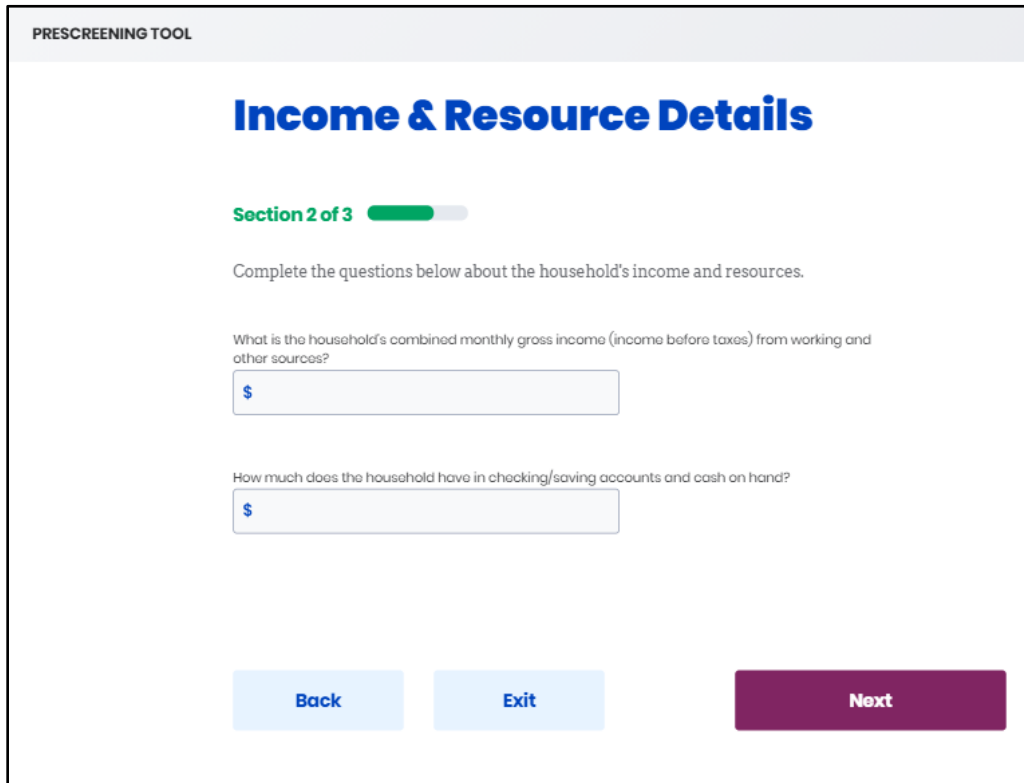
Please Note: Household members are defined as individuals having the same address. However, the exact definition of household members changes by benefits programs.

- Is anyone in the household pregnant?
- Is anyone in the household a migrant or seasonal farm worker?
- Is anyone in the household age 60 or older, blind or disabled?
- Does anyone in this household have an employer that offers healthcare coverage?



Please Note: Additional follow-up questions may appear as each question is answered. Complete all questions with accurate answers to get the best results from the Prescreening Tool.

4. Click "Next".
5. Complete the Income & Resource Details section.

A screenshot of a web application titled "PRESCREENING TOOL". The main heading is "Income & Resource Details" in blue. Below the heading is a progress indicator "Section 2 of 3" with a green bar. The instructions state: "Complete the questions below about the household's income and resources." There are two questions, each with a text input field starting with a dollar sign (\$) and a question mark. The first question is: "What is the household's combined monthly gross income (income before taxes) from working and other sources?" The second question is: "How much does the household have in checking/saving accounts and cash on hand?" At the bottom, there are three buttons: "Back" (light blue), "Exit" (light blue), and "Next" (purple).

The Income & Resource section may ask questions such as:

- What is the household's combined monthly gross income (income before taxes) in dollars from working and other sources?
- How much does the household have in checking/saving accounts and cash on hand in dollars?



Please Note: Additional follow-up questions may appear as each question is answered. Complete all questions with accurate answers to get the best results from the Prescreening Tool.

6. Click "Next".
7. Complete the Expense Details section.

PRESCREENING TOOL

Expense Details

Section 3 of 3

Complete the questions below about the household's expenses.

How much is the household's combined monthly shelter expense, such as rent or mortgage?

Does the household pay for heating or cooling separate from rent or mortgage?

Is the household billed for more than one utility expense?

How much is the household's combined monthly child care and/or dependent care expense?

How much is the household's combined monthly child support expense for children who are not part of household?

The Expense Details section may ask questions such as:

- How much is the household's combined monthly shelter expense, such as rent or mortgage?
- Does the household pay for heating or cooling separate from rent or mortgage?
- Is the household billed for more than one utility expense?
- How much is the household's combined monthly child care and/or dependent care expense?
- How much is the household's combined monthly child support expense for children who are not part of household?

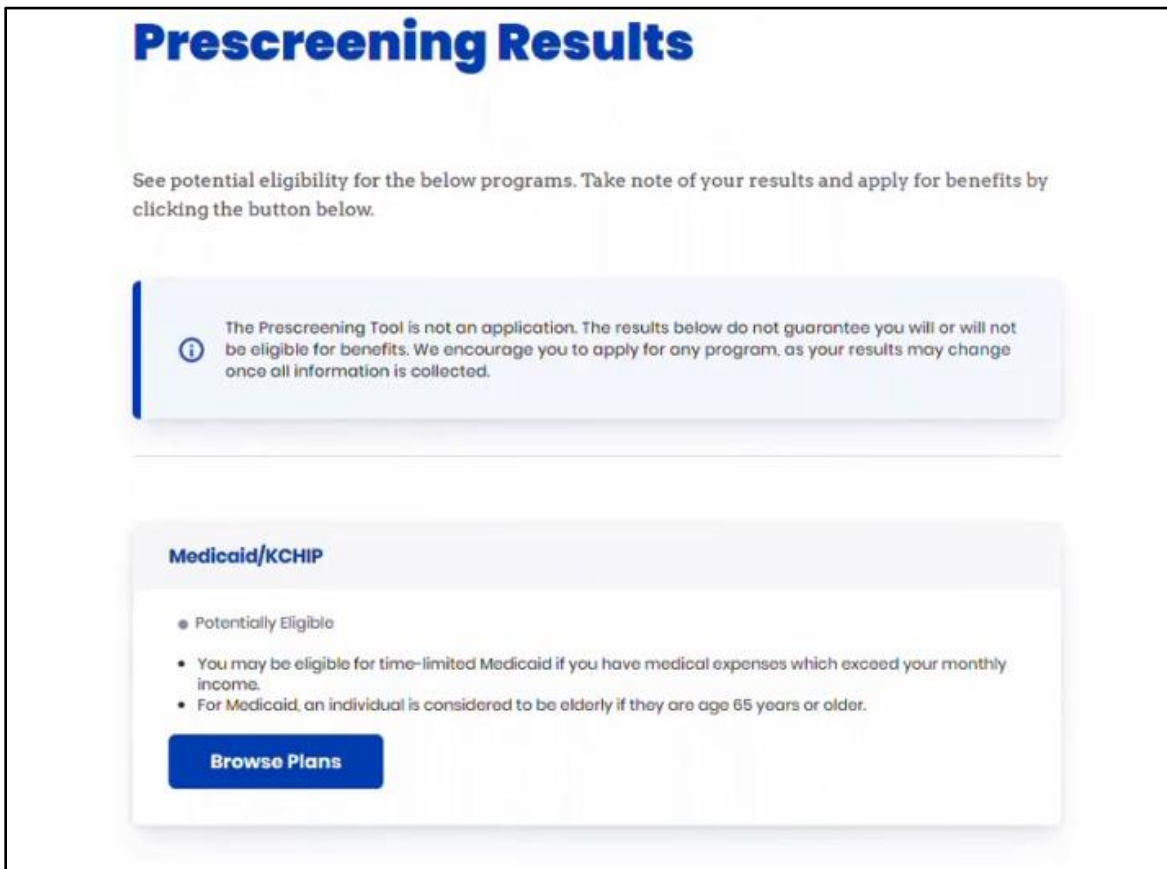


Please Note: Additional follow-up questions may appear as each question is answered. Complete all questions with accurate answers to get the best results from the Prescreening Tool.

8. Click "Submit".

Prescreening Results

The results show one's potential eligibility or if more information is required for the following benefit programs: Medicaid/KCHIP, SNAP, CCAP, KTAP, and KI-HIPP. Regardless of eligibility results, Residents are encouraged to apply for any benefit program. Even if Residents are deemed ineligible for Medicaid, they may still be eligible for Qualified Health Plans (QHP) or Advanced Premium Tax Credit (APTC) from HealthCare.gov.

A screenshot of a web page titled "Prescreening Results". The page has a white background with blue text. At the top, the title "Prescreening Results" is in a large, bold, blue font. Below the title, there is a paragraph of text: "See potential eligibility for the below programs. Take note of your results and apply for benefits by clicking the button below." Below this text is a light blue box with a white border containing a blue information icon (an 'i' in a circle) and the text: "The Prescreening Tool is not an application. The results below do not guarantee you will or will not be eligible for benefits. We encourage you to apply for any program, as your results may change once all information is collected." Below this box is a horizontal line. Underneath the line is another light blue box with a white border. The title "Medicaid/KCHIP" is in a bold, blue font. Below the title, there is a list of bullet points: "● Potentially Eligible", "● You may be eligible for time-limited Medicaid if you have medical expenses which exceed your monthly income.", and "● For Medicaid, an individual is considered to be elderly if they are age 65 years or older." At the bottom of this box is a blue button with the text "Browse Plans" in white.

Please Note: The Prescreening Tool does not guarantee eligibility for benefits as eligibility may change once more information is captured. Residents are encouraged to complete a benefits application regardless of the prescreening results.