



MEPD and TW Bulletin 26-06

Date: March 5, 2026

To: State and Regional Operations Supervisors and Staff
Program Managers
Regional Directors
Policy Attorneys
Hearings Officers

From: Access and Eligibility Services Program Policy
State Office 2106

Subject: **1. Apply Ex Parte Process for Recipients Aging Out of Children's Health Insurance Program (CHIP)**
2. Apply Ex Parte Process for Recipients Aging Out of Healthy Texas Women (HTW)

The information in this bulletin will be included in a future handbook revision. Until the handbook is updated, staff must use the information in this bulletin. If you have any questions regarding the policy information in this bulletin, follow regional procedures.

Active bulletins are posted on the following websites:

- [Medicaid for the Elderly and People with Disabilities Handbook \(MEPDH\)](https://hhs.texas.gov/laws-regulations/handbooks/mepd/policy-bulletins) at <https://hhs.texas.gov/laws-regulations/handbooks/mepd/policy-bulletins>;
- [Texas Works Handbook \(TWH\)](https://hhs.texas.gov/laws-regulations/handbooks/texas-works-handbook/texas-works-bulletins) at <https://hhs.texas.gov/laws-regulations/handbooks/texas-works-handbook/texas-works-bulletins>.

1. Apply Ex Parte Process for Recipients Aging Out of CHIP

Background

Federal regulations require states to perform administrative renewals (ex parte) when determining eligibility for Medicaid. In addition, HHSC must determine Medicaid eligibility on all bases prior to denying or terminating eligibility ([TWH A-2311, General Information for Denials and Terminations](#)).

Current Policy

[CHIP](#)

Children under 19 who do not qualify and remain ineligible for Medicaid may enroll in CHIP with 12 months of continuous coverage ([TWH D-110, General Policy](#)). CHIP follows the administrative renewal process explained in [B-122.4, Medical Program Administrative Renewals](#) ([D-1610, General Policy](#)). Currently, when a child receiving CHIP turns 19, the child is disenrolled from CHIP without going through the administrative renewal process ([TWH D-1731, Exceptions to the Continuous Enrollment Period](#) & [D-1761 Involuntary Disenrollment](#)).

New Policy

[CHIP](#)

Children aging out of CHIP will follow the administrative renewal process to determine ongoing eligibility for other Medicaid programs before being denied. TIERS will adjust renewal due dates as needed, to ensure children aging out of CHIP go through the administrative renewal process.

Automation

Changes to TIERS are currently scheduled to be implemented with TIERS Release 122.0 on March 7, 2026.

Correspondence

Households whose renewal due date is adjusted will receive Form H1809, Notice of Renewal Due Date, to inform them of the adjusted due date.

Handbook

Updates to the MEPDH are not required.

The TWH is currently scheduled to be updated in the Oct. 2026 revision.

Training

Training will be made available in Palms titled "R122 General Information" once finalized. A training broadcast will be sent with the release date and additional details.

Effective Date

This policy is effective with the implementation of TIERS Release 122.0 currently scheduled for March 7, 2026.

2. Apply Ex Parte Process for Recipients Aging Out HTW

Background

Federal regulations require states to perform administrative renewals (ex parte) when determining eligibility for Medicaid. In addition, HHSC must determine Medicaid eligibility on all bases prior to denying or terminating eligibility ([TWH A-2311, General Information for Denials and Terminations](#)).

Current Policy

[HTW](#)

To be eligible for HTW, the woman must be 15 through 44. A woman is considered 15 the month of her 15th birthday and age 44 through the month of her 45th birthday ([W-510, General Policy](#)). HTW follows the administrative renewal process explained in [B-122.4, Medical Program Administrative Renewals \(W-2061 How to Process a Renewal\)](#). Currently, when a woman receiving HTW turns 45, HTW coverage is terminated without going through the administrative renewal process.

New Policy

[HTW](#)

Women aging out of HTW follow the administrative renewal process to determine ongoing eligibility for other medical programs before being denied. TIERS will adjust renewal due dates as needed, to ensure women aging out of HTW go through the administrative renewal process.

Automation

Changes to TIERS are currently scheduled to be implemented with TIERS Release 122.0 on March 7, 2026.

Correspondence

Households whose renewal due date is adjusted will receive Form H1809, Notice of Renewal Due Date, to inform them of the adjusted due date.

Handbook

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