

Disability Benefit Specialist (DBS) Time Reporting Quick Guide

Issue Category	Issue Code	Time Reporting Category
Civil Rights	Americans with Disabilities Act (ADA)	5
Civil Rights	Caregiver Abuse	5
Civil Rights	Employment Discrimination	5
Civil Rights	Residential Facility Rights/Issues	5
Community-Based Services	Alzheimer's Disease Supports/Services	5
Community-Based Services	Family Care/IRIS/Partnership/PACE	1
Community-Based Services	Transportation	2 or 5
Consumer, Non-Insurance	Bankruptcy	5
Consumer, Non-Insurance	Collection Agency	5
Consumer, Non-Insurance	Consumer Fraud (Unfair Sales Practice, etc)	5
Consumer, Non-Insurance	Financial Counseling	5
Consumer, Non-Insurance	Financial Exploitation	5
Consumer, Non-Insurance	Provider Reimbursements	5
Employment/Training	DVR (Vocational Rehabilitation) Services	5
Employment/Training	Ticket to Work/Work Incentives	5
Housing	Homestead Tax Credit	5
Housing	Housing Discrimination	5
Housing	Housing Repair/Improvement Loans/Grants	5
Housing	Housing, Other	5
Housing	Housing, Subsidized - Eligibility/Tenant Rights	5
Housing	Rent/Mortgage Payment Assistance	5
Housing	Rental Dispute, Private	5
Housing	Utility Assistance (LIHEAP, SafeLink, etc.)	5
Housing	Weatherization Program	5
Income Supports	Disability Insurance, Private/Group	5
Income Supports	FoodShare	5

Income Supports	General Assistance (Tribal/County)	5
Income Supports	Low-Income Tax Credits	5
Income Supports	Pensions (VA, etc)	5
Income Supports	Retirement Benefits	5
Income Supports	SSI Caretaker Supplement (CTS)	1
Income Supports	SSI/SSDI Eligibility	1 or 4 (if assisting with SSDI only then category 5)
Income Supports	SSI/SSDI Post-Entitlement	1 (if assisting with SSDI only then category 5)
Income Supports	SSI-E (Exceptional Expense)	1
Income Supports	Unemployment Compensation	5
Insurance	Health Insurance, COBRA	5
Insurance	Health Insurance, Employer/Group Policy	5
Insurance	Health Insurance, Individual Policy	5
Insurance	Long Term Care Insurance	5
Insurance	Medicare Supplement	1 (if dual eligible) or 5
Medical Entitlements	BadgerCare+	1 or 4
Medical Entitlements	Estate Recovery	1
Medical Entitlements	Indian Health Service	5
Medical Entitlements	MAPP (Medicaid Purchase Plan)	1 or 4
Medical Entitlements	Medicaid Coverage, Items/Services	2
Medical Entitlements	Medicaid Disability Determination	1 or 4
Medical Entitlements	Medicaid Financial Eligibility	1 or 4
Medical Entitlements	Medicare Advantage Options/Enrollment	1 (if dual eligible) or 5
Medical Entitlements	Medicare Coverage, Items/Services	5
Medical Entitlements	Medicare Eligibility, General	5
Medical Entitlements	Medicare Part D Options/Enrollment	1 (if dual eligible) or 5
Medical Entitlements	QMB / SLMB / SLMB+	1
Medical Entitlements	VA Medical Benefits	5
Other	Benefit Check-Up	1 or 5 (Divide your time according to time spent talking about Medicaid and related

		programs vs. other non-Medicaid benefits).
Other	Other, Outside DBS Program Scope	5
Other	Other, Within DBS Program Scope	5
Referral Services	Domestic Violence/Sexual Assault	5
Referral Services	EBS (Elderly Benefit Specialist) Services	5
Referral Services	Immigration/Naturalization	5
Referral Services	Legal Services Corporation (LSC) Services	5
Referral Services	Private Attorney, Non-Pro Bono	5
Referral Services	Private Attorney, Pro Bono	5
Surrogate Decision-Making	Advance Medical Directives (POA-HC, Living Will)	5
Surrogate Decision-Making	Guardianship	5
Surrogate Decision-Making	Money Management (Rep Payee, POA, etc.)	5
Surrogate Decision-Making	Probate	5
Surrogate Decision-Making	Protective Services	5
Surrogate Decision-Making	Wills	5
Uncovered Health Costs	Bill Reduction	5
Uncovered Health Costs	Charity Care	5
Uncovered Health Costs	Dental Services, Free/Reduced Cost	5
Uncovered Health Costs	Healthcare Services, Free/Reduced Cost	5
Uncovered Health Costs	Prescription Assistance Programs	5
Undefined - Update needed	Other, Information/Referral	5