

***** Special Edition*****

Medicaid Citizenship & Identity Requirements Recently Asked Questions December 1, 2006

Publications

Q1: Is it possible to reproduce from CARES/CWW the 'notification of citizenship and identity' letter that is sent to current recipients prior to their review month?

A1: No, this is not a regular CARES generated notice. However, before the end of December a Worker Generated Letter will be available which will be almost identical to the notice that recipients are receiving. One of the reasons DFHS is providing this new Worker Generated Letter is so that it can be sent to new applicants who would not normally receive any notice about the requirement. Of course it may also be used for recipients who have lost their original letter or need another reminder.

Q2: What languages is the Citizenship Fact Sheet available in?

A2: English, Spanish, Hmong

Q3: What changes have been made to the MA/BC application regarding the new citizenship and identity policy?

A3: On the application itself there are no new questions. In the application instructions there is a section outlining the new requirements under the *Rights and Responsibilities* section. Additionally in the *Checklist* there is a new checkbox for proof of citizenship and identity.

Affidavits

Q4: If an individual has the HCF 10154 "Statement of Identity for Children Under 16 Years of Age" on record for identity verification is it necessary to re-verify that individual's identity when they are over 16 years old?

A4: No, there is no need to re-verify. There is no end date on the validity of the HCF 10154.

Q5: Does a signatory on the HCF 10154 "Statement of Identity for Children Under 16 Years of Age" have to be a U.S. citizen?

A5: No, U.S. citizenship is not a requirement to sign the HCF 10154.

Q6: Does a signatory on the HCF 10161 "Statement of Citizenship and/or Identity for Special Populations" have to be a U.S. citizen?

A6: This form is divided into two sections, the citizenship statement must be signed by a citizen, but the identity statement does not have to be signed by a citizen. So, if the statement is only being used for identity purposes, then the signatory does not have to be a U.S. citizen.

Documentation

Q7: Can a child's birth certificate that indicates a U.S. birth place for the parent be used to verify the parent's citizenship?

A7: No, this would not be acceptable documentation for the parent's citizenship.

Q8: The citizenship and identity policy allows for FoodShare identity verification on the primary person to be valid for MA identity verification purposes. However the list of acceptable documentation for FoodShare identity verification is different than the list acceptable for the new MA identity verification, why is that?

A8: Federal law allows us to enter MA identity verification for individuals who have already provided identity verification for another program of assistance regardless of the document used. Since we know that FS primary persons have to by policy provide identity verification we can transfer that verification for MA purposes. This applies to the identity verification only, citizenship documentation would still need to be provided.

Q9: Is the "Certificate of Release or Discharge from Active Duty-DD Form 214" acceptable proof of identity, citizenship or both?

A9: This type of documentation is valid for identity verification only. This is one of the temporary state-defined identity documents from Level 6.

Q10: Are documents such as a U.S. passport, drivers' license, state ID card, or U.S. Citizen ID card valid for verification if they are expired?

A10: Yes, these documents are still valid whether they are current or expired.

Q11: The documentation rules for birth certificates state that it must have been "issued" before the individual was five years of age. Does this mean that the document the individual presents to the agency must be obtained prior to his/her fifth birthday or that the birth was recorded prior to his/her fifth birthday?

A11: This means that the birth record must have been created prior to the fifth birthday, not that the individual must have obtained their own copy prior to his/her fifth birthday. Some birth certificates will be stamped with an "issue date" meaning the date that an individual obtained the copy. Do not confuse this with the actual date the birth was recorded with vital statistics or register of deeds.

Q12: Some children have photo ID cards that are sponsored and/or produced by organizations working on the cause of missing and exploited children. Are these IDs considered to be acceptable documentation?

A12: Cards issued by The National Center for Missing & Exploited Children and the Child ID Program of America are considered acceptable ID verification. If an agency comes across a card issued by another organization or source please fax a copy of the card to the Call Center. DHFS will review it to determine if we can accept it as valid proof of identity. If we add new organizations' cards to the acceptable list, we will inform all agencies.

Exemptions

Q13: It has been stated in the citizenship and identity Operations Memos that individuals receiving SSI-MA are exempt from the new requirements. Does this mean that individuals receiving any SSI related type of MA, like MS, NS, MP C, NP C, MI S, MCWW is exempted?

A13: No, the exemption does not apply to receipt of SSI-related MA, the exemption is specifically for those individuals receiving SSI-MA.

Miscellaneous

Q14: Does the new citizenship and identity policy affect legal alien applicants or recipients in any way?

A14: No, there is no change to the non-financial requirements for legal aliens. The existing procedures of checking documentation and verifying with the SAVE system remain for that group.

CWW

Q15: When is it appropriate to use the new FS code in the identity verification field?

A15: The FS code should only be used as valid MA identity verification for an individual who has ever been a primary person on a FS case. It is not valid for other persons who have been on FS but were not a primary person. The code description has been changed to emphasize this. It now reads: "Primary Person FoodShare ID Req Met". (Also see Q8 in this RAQ)

Q16: The verification code SC has been used in the past for verification not related to citizenship or identity. Now that it is a code to be used to exempt individuals from the citizenship and identity requirement, can you clarify the appropriate use of this code?

A16: The SC code is now specific to citizenship and identity exemption purposes and should only be used for Citizenship and ID purposes. The code description has been changed to reflect this. It now reads: "SSI-MA or Medicare Recipient". Previously it read "SSA or SSI records or checks". If a code is needed to reflect that SSA or SSI records or checks have been presented for some other type of verification, then choose another appropriate code from the list. It was decided to reserve the SC code for the new citizenship verification purposes only so that there is consistency in the use of the code. (Also see Q13 in this RAQ)