

Rhode Island EOHHS Drug Assistance Program RECERTIFICATION Enrollment Form

Do not write in this box →

Insurance

Instructions:

- You can enroll with a case manager at a RI Executive Office of Health & Human Services funded community-based organization to assist you with this application.
- Review *RI EOHHS Drug Assistance Program Client Agreement Statement*.
- Answer all of the questions on the *Financial Enrollment Form* (pages 1-3).
Both you and your case manager (if you have one) must sign and date this form.
- Ask your medical doctor to complete and sign the *Medical Enrollment Form* (page 4).
- Submit both forms at the same time (*Financial and Medical*) along with proof of income and residency and copies of any health coverage/insurance cards.

Demographic Information

Last Name	First Name	MI
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Street Address* (Mailing Address – <i>Must be RI address</i>)	City	Zip
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Telephone () - -	Social Security # - - - - -
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Contacting You

Yes No Can we leave confidential message at this phone number?

Date of Birth ____/____/____	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Transgender
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Sexual Orientation

Gay Man Lesbian Heterosexual Bisexual Other

Marital Status (Relationship Status)

Married Domestic Partner Single/Never Married Divorced or Separated Widowed

***Remember to attach Proof of RI residency. This can include a copy of a driver's license, utility bill, or rental agreement. The address on the document should match the address above. If no permanent residence, your case manager can provide a letter documenting your current address.**

Case Manager

Name	Organization
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Address	City, State, Zip
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Phone () - -	Fax () - -	E-Mail Address
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Case Manager's Signature

_____ Date: _____

Additional Comments:

Return this completed form by mail or fax to:

Executive Office of Health & Human Services
Hazard Building 74 West Road, Suite 60
Cranston, RI 02920

Tel: 401-462-3294
Fax: 401-462-3297
<http://www.eohhs.ri.gov/>

Financial Information

Your gross annual income* \$ _____	Dependents (including self) _____ (#)	Housing Status <input type="checkbox"/> Permanent (rent or own) <input type="checkbox"/> Temporary (shelter, family/friends, facility) <input type="checkbox"/> Homeless
Total Liquid Assets**(see definition and exclusions below) \$ _____		

Employment
 Are you currently employed? Yes No

*Gross income means total income before taxes and deductions. Your income includes all earnings and support, including SSDI, SSI, unemployment compensation, and other benefits, as well as, income from a legal spouse. Remember to attach proof of income, such as a copy of your most recent tax return for the most recent tax year. If self-employed, include a copy of your most recent federal tax return or Mocked MAGI worksheet. If you have no earnings, please include a letter from your case manager stating that you have no income and describing how you are being supported. In addition to this letter, you will also need to complete a Mocked MAGI Worksheet.

**Liquid assets include any savings, checking, or money market accounts, stocks/bonds, investments, or other easily convertible assets EXCEPT for your primary residence and automobile.

Insurance/Health Care Coverage

Please indicate if you have or qualify for any of the following programs. If yes, provide your ID or Card # and/or name of insurer/carrier. If no, indicate if you have applied and when (if applicable).

Medicaid/Medical Assistance	<input type="checkbox"/> Yes <input type="checkbox"/> No ID/Card# _____ <input type="checkbox"/> Managed Care? <input type="checkbox"/> HMO?	If no, have you applied? <input type="checkbox"/> Yes <input type="checkbox"/> No Date applied: _____
Medicare	<input type="checkbox"/> Yes <input type="checkbox"/> No ID/Card# _____	If no, have you applied? <input type="checkbox"/> Yes <input type="checkbox"/> No Date applied: _____
Medicare Part D (Pharmacy Benefit)	<input type="checkbox"/> Yes <input type="checkbox"/> No ID/Card# _____ Plan Name: _____	If no, have you applied? <input type="checkbox"/> Yes <input type="checkbox"/> No Date applied: _____
Rite Care	<input type="checkbox"/> Yes <input type="checkbox"/> No ID/Card# _____	If no, have you applied? <input type="checkbox"/> Yes <input type="checkbox"/> No Date applied: _____
GPA	<input type="checkbox"/> Yes <input type="checkbox"/> No ID/Card# _____	If no, have you applied? <input type="checkbox"/> Yes <input type="checkbox"/> No Date applied: _____
Private Insurance (including QHP clients receiving Premium Assistance through EOHHS)	<input type="checkbox"/> Yes <input type="checkbox"/> No ID/Card# _____ Insurers Name: _____	Does your prescription benefits require you to use a mail order pharmacy? <input type="checkbox"/> Yes <input type="checkbox"/> No
Veterans Administration (VA)	<input type="checkbox"/> Yes <input type="checkbox"/> No ID/Card# _____	If no, have you applied? <input type="checkbox"/> Yes <input type="checkbox"/> No Date applied: _____
Other Public Assistance (specify) _____	<input type="checkbox"/> Yes <input type="checkbox"/> No ID/Card# _____	If no, have you applied? <input type="checkbox"/> Yes <input type="checkbox"/> No Date applied: _____

Is APRI helping you with COBRA/Health Insurance payments? Yes No

***Remember to attach a copy of your insurance card for any of the programs above in which you participate. Insurance information and a copy of your card are REQUIRED for enrollment.**

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Pharmacy		
Store Name	Phone () -	Do not write in this space <input type="checkbox"/> Pharmacy contacted Date _____
Address		

***Pharmacy information is REQUIRED.**

Would you be interested in participating in a Survey for EOHHS Yes No Focus Group for EOHHS? Yes No
If yes, which is the best way to contact you? (by phone please list phone number, by email please list email address)
 Phone _____ email _____

Client Certification and Signature

I fully understand that by applying for this program, I am divulging personal information that will be used to assist The Executive Office of Health & Human Services in providing me with benefits associated with The RI Drug Assistance Program. I understand this information will be kept confidential, (§23-6-17 Confidentiality, §23-6-18 Protection of Records), but will be used by staff to review my eligibility for this program. Also, by signing this form, I understand that the information contained within may be used to verify HIV status, receive information from my physician about my care, or obtain other necessary information to provide me with these benefits. By applying for this program I fully understand that this does not mean that my application will be accepted, as funds are limited and eligibility requirements must be met. In addition, I understand The Executive Office of Health & Human Services reserves the right to terminate benefits due to non-adherence to medication pick up, not recertifying every 6 months, a lack of funds and/or fraudulent claims on behalf of an applicant. **I also understand that this program is a payer of last resort, meaning that I must exhaust all other possible sources of payment for these services before applying for this program.** Lastly, I understand that it is my responsibility to provide The Executive Office of Health & Human Services with truthful information and documentation about my financial, employment, insurance, and HIV status.

I certify that the information provided in this application is true and correct as of the date below and acknowledge that any intentional or negligent misrepresentation of the information may result in nullification of this application and liability for money granted.

1. It is my responsibility to re-apply (recertify) **every 6 months on or before my birth month and 6 months following.** If I do not recertify, my Drug Assistance benefits will be terminated.
2. It is my responsibility to pick up medications prescribed to me. I understand if I do not adhere to medication(s) prescribed, my Drug Assistance benefits will be terminated.

Lastly, I certify that I have received and agree to all the terms in The EOHHS RI Drug Assistance Program Client Agreement Statement.
 Signature _____ Date _____

Print Name _____

Checklist

Please submit all required forms and documents at one time via fax or mail to the address at the bottom of the page. Incomplete applications will delay your enrollment and access to this program.

- Did you remember to:
- Attach proof of Rhode Island residency (copy of lease, utility bill with address, driver's license, etc.)?
 - Attach proof of income (e.g., copy most recent tax return or Mocked MAGI worksheet)?
 - Include a completed Medical Enrollment Form (next page) signed by your provider/physician?
 - Attach copy (-ies) of any health insurance or benefits cards?
 - Include your case manager's signature on page 1?
 - Sign the client agreement above?

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Rhode Island EOHHS Drug Assistance Program MEDICAL Enrollment Form

Do not write in this box → Client Code

Instructions

- This form is to be completed by the client's Medical Provider.
- Please print clearly and provide all requested information.
- Sign form and return to client.
- Client – Return this form together with the Financial Enrollment Form and all required documentation.

Client Name	Date of Birth
Last _____ First _____ MI _____	_____/_____/_____ month day year

HIV
Approximate date of first positive HIV test: _____
Date _____
month day year

AIDS Diagnosis
 Yes No If yes, date of diagnosis: _____
Date _____
month day year

HCV Test <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, date of test: _____ Date _____ month day year	HCV Diagnosis (if tested) <input type="checkbox"/> Negative <input type="checkbox"/> Positive
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General HIV Medical Care Visit Previous 6 months
 Yes No Date of last test: _____
(please provide date for both Yes or No response) month day year

CD4 Count Count: _____	Date of Last CD4 Test _____/_____/_____ month day year	NADIR Count Count: _____	Date of NADIR _____/_____/_____ month day year
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Viral Load (Most Recent) Load: _____	Date of Last Viral Load Test _____/_____/_____ month day year	Test Type (bDNA, RT-PCR)
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Drug Therapy: Have you ordered medications on the ADAP formulary for this client? Yes No
If Yes, which medication(s) were prescribed: _____

Has the patient committed his/her self to take medication(s)? Yes No
 No HAART medications _____ (#) Antiretrovirals HCV Therapy

Name of Physician (print) _____ **RI Lic.#** _____

Clinic Name: _____

Signature of Physician _____ **Date** ____/____/____

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Rhode Island EOHHS Drug Assistance Program Client Agreement Statement

The following are guidelines that must be followed for you to receive drug coverage through the Rhode Island EOHHS Drug Assistance Program. The RI EOHHS Drug Assistance Program will keep your information strictly confidential (§23-6-17 Confidentiality, §23-6-18 Protection of Records). If you do not follow these guidelines, if you provide false information, or if we suspect you are using funds for the RI EOHHS Drug Assistance Program to which you are not entitled, you may be terminated from RI EOHHS Drug Assistance Program.

By participating in the RI EOHHS Drug Assistance Program, I agree to the following:

1. I give permission to the RI EOHHS Drug Assistance Program staff (coordinator, program manager, eligibility technician, administrator) to contact:

- a. My pharmacist
- b. My case manager
- c. My employer (for employee contributions to COBRA)
- d. My current or past health care provider(s)
- e. Any other person that I have specifically given permission to contact.

If needed, RI EOHHS Drug Assistance Program may contact these people to maintain my participation in the program. RI EOHHS Drug Assistance Program staff may also contact any insurance companies (third party payers/administrators) to make sure I am covered and to answer any billing questions. RI EOHHS Drug Assistance Program may also contact any of the people in the above list when I leave the program, if necessary. This may be done to get information about my participation in the program.

2. I give permission for my enrollment application files to be reviewed by the following:

- a. EOHHS staff
- b. My case manager and/or health care provider
- c. Auditors or other individuals reviewing application files as required for program fiscal monitoring. Information in your RI EOHHS Drug Assistance Program enrollment application files will be kept strictly confidential. Under no circumstances will any personal identifying information in my file be shared with any unauthorized individual.

3. I agree to notify RI EOHHS as soon as possible if any of this information changes. I need to report any other information that might change my eligibility for programs, including but not limited to:

- a. Employment status
- b. Income
- c. Residence and Mailing address if separate
- d. Access to insurance coverage/Medicaid status
- e. Citizenship status

4. My application may be rejected if I have provided false information.

5. RI EOHHS cannot provide payments or reimbursements directly to me for any reason.

6. I may be required to pay back any RI EOHHS Drug Assistance Program benefits received if I was not eligible for them.

7. RI EOHHS is not required to make retroactive payments for coverage before I was enrolled in the program or if my enrollment lapses.

8. It is my responsibility to re-apply (recertify) with the Drug Assistance Program every 6 months on or before my birth month and 6 months following. If I do not recertify, my drug assistance benefits will be terminated.

9. It is my responsibility to pick up medications prescribed to me. I understand if I do not adhere to medication(s) prescribed, my drug assistance benefits will be terminated.



EOHHS Drug Assistance Program Mock MAGI Worksheet

Only for use with applicant's who have not filed a Tax Return for the most recent Tax Year

**ALL Fields MUST be completed, or form will be considered incomplete.
Supporting documentation required if applicable**

Name	Number of Legal Dependents Included in totals:		
Date of Birth / /	Did client file a Tax Return for the most recent Tax Year? Y / N (If yes, Tax Returns are required along with current income documents if applicable)		
SS# - -	<input type="checkbox"/>	Check One	<input type="checkbox"/>
If you do not have a Social Security Number, enter 000-00-0000			

Types listed in ALL CAPS are not calculated in MAGI, but are required

For any income losses, enter negative \$ amount

Income Sources - Total Monthly \$ Amount for all Legal Household Members. * Supporting documentation required			
Wages, Salaries, tips, etc.	*	Pensions & Annuities (Veteran or Employer Based Pensions, Retirements, or Disability)	*
Taxable Interest		Rental real estate, partnerships, S Corporations, Trusts, ect.	
Tax Exempt Interest		Farm income or loss	
Ordinary Dividends		Unemployment Income	*
Taxable refund of State/Local Income Taxes		Retirement Income from Social Security (SSA)	*
Alimony/other Spousal Support Received	*	Disability Income from Social Security (SSDI)	*
Business income/Loss		SUPPLEMENTAL INCOME FROM SOCIAL SECURITY (SSI)	Specialty Line A
Capital Gain/Loss		Other income (Jury Duty, Gambling Winnings)	*
Other Gains/Losses		CHILD SUPPORT RECEIVED, WORKERS COMP, MONETARY GIFTS	Specialty Line B
IRA Distributions - Taxable amount			
Total Column 1	\$	Total Column 2	\$
Total Income		\$	(Total #1 + Total #2)

Non MAGI (Not calculated but, required) - Total Monthly \$ Amount for all Legal Household Members			
Educator Expenses		Penalty on Early Withdrawal of Savings	
Business Expenses		Alimony Paid	
Health Savings Account		IRA deduction	
Moving Expenses		Student Loan Interest Deduction	
Deductible Part of Self Employment Tax		Tuition and Fees	
Self Employed SEP, SIMPLE plans		Domestic Production Activities	
Self Employed Health Insurance Deduction			
Total Column 3	\$	Total Column 4	\$
Total Non MAGI		\$	(Total #3 + Total #4)
Add Specialty Line A	+	\$	(SSI)
Add Specialty Line B	+	\$	(Child Supp, Work Comp, etc.)
NON MAGI SUBTOTAL		\$	Total Non MAGI + Spec Line A + Spec Line B

\$	-	\$	=	\$
Total Income	minus	Non MAGI Subtotal	equals	FINAL MAGI

Notes

Client Signature _____

Date _____