

# New Federal Citizenship and Identity Requirements for Medical Assistance, RItE Care and RItE Share Recipients Overview

## **What is it?**

Federal law now requires U.S. Citizens who apply for or receive RItE Care, RItE Share or Medical Assistance to show proof of their citizenship and identity. Persons who receive SSI or Medicare are exempt from these requirements. Immigrants and undocumented persons are not affected by this policy.

## **When does this take effect?**

All NEW applicants will be required to show proof of citizenship and identity. Effective date is 1.16.07. New applicants must show proof of citizenship and identity BEFORE eligibility can begin. A supplement explaining these requirements is included in the application packet.

Current recipients will be required to show proof at their scheduled redetermination (“recert”). They will receive a letter from DHS explaining these new requirements approximately two weeks prior to when their recert application packet is sent out. They will be afforded a “reasonable opportunity period” to provide citizenship and identity documentation.

A lack of response or an incomplete submission of requested documents will result in a discontinuance of Medical Assistance eligibility.

Under state law, pregnant women can still be determined eligible for RItE Care, RItE Share or Medical Assistance, even if they do not show proof of citizenship and identity. However, their Medical Assistance will end at the end of their postpartum period if they do not bring in proof of citizenship and identity. Pregnant women should still be encouraged to bring in their documents to fully comply with the federal regulations.

## **What documents are acceptable to prove citizenship and identity?**

Citizenship is divided into 4 levels of hierarchy. You must exhaust Level 1 before you can use Level 2 documents; you must exhaust Level 2 before you can use Level 3 documents, etc. Level 4 documents are only to be used in rare circumstances.

The List of identity documentation does not have levels. Any document from the list is sufficient to prove identity.

Special rules apply for children under 16 to document identity. A parent’s signature attesting to the identity and place of birth of their child(ren) under age 16 is proof of identity.

Other documents may also be acceptable. Please see “Acceptable Citizenship and Identity Documents for Medical Assistance, RItE Care or RItE Share.”

## **How do applicants and recipients show their documents?**

Federal law requires that the citizenship and identity documents be original documents. Applicants and recipients can either show these documents to their worker at the local field office OR they can show their documents to an authorized representative. Authorized representatives include Family Resource Counselors (FRCs), hospitals, community health centers and RItE Care health plans. Authorized representatives must complete a document transmittal form (DHS-922) and send or fax copies of the original documents. Authorized representatives are required to see the original documentation and must sign the transmittal form stating that they have seen the originals. Applicants and recipients should be encouraged to use an authorized representative to avoid waiting in local DHS eligibility offices.