

# CHANGE NOTICE FOR MANUAL NO. 07-07, CITIZENSHIP & IDENTITY CHANGES

DATE: FEBRUARY 26, 2007

Manual: Aged, Blind and Disabled Medicaid

Change No: 07-07

To: County Directors of Social Services

Effective: 03/01/07

## I. CONTENT OF CHANGE

### A. Exemptions to Providing Proof of Citizenship and Identity

1. Individuals declaring to be a citizen or national of the United States excluded from citizenship and identity documentation requirements is expanded to include individuals receiving Social Security benefits on the basis of a disability (SSDI).
2. Clarification of Legal Permanent Residence (LPR) exemption initially omitted from policy is added.

### B. Documentation

When documenting SSDI and LPR hierarchy codes in EIS for Citizenship/Identity (C/I), use code "50".

### C. BENDEX Citizenship/Identity Documentation

The Social Security Administration began modernizing the Beneficiary Data Exchange (BENDEX) file and process in 2006. The result is a change in the content of information that we will now see on the BENDEX sheets and screens. We are expected to see the first roll out of this new information in March 2007; however, the exact date is not yet determined. One of the expected changes is there will be a "Citizenship Proof" field on the BENDEX. When this field indicates "Proven", you may accept this as documentation of citizenship. However, this does not document identity. Screen print the pertinent page and place in the a/r's file.

#### **D. County Assistance in Obtaining Citizenship Documentation**

##### **REMINDER:**

If citizenship evidence is not on file or cannot be obtained by the applicant/recipient, the county must assist the applicant/recipient in acquiring the documents. A request for help from the applicant/recipient is not required, and must not delay the county's assistance in obtaining citizenship documentation needed to process the application/redetermination.

Pending the application 6 months is required when all other eligibility requirements are met and the applicant is making a good faith effort to provide the documentation or the information has been requested from a third party source.

#### **E. Notice of Retroactive Implementation Date for Title IV-B, Title IV-E, Lawful Permanent Residents (LPR), and SSDI Recipients.**

The Deficit Reduction Act of 2005 citizenship changes for Title IV-B, Title IV-E, Lawful Permanent Residents (LPR), and SSDI recipients are required to be retroactive to our initial implementation date of September 1, 2006. It will be necessary to re-open any cases involving these applicants/recipients when denied, deleted from the case, or terminated.

An Administrative Letter providing instructions for re-opening cases impacted by this change will be issued early March 2007. The Administrative Letter will include a report identifying all individuals denied, deleted, or terminated for failure to provide necessary information to document citizenship and/or identity from 09/01/06 through 02/28/07.

## **II. EFFECTIVE DATE AND IMPLEMENTATION**

This policy is effective March 1, 2007. Begin applying this policy effective March 1, 2007, to all applications pending or dated on or after the effective date. Begin applying this policy to redeterminations pending or started on or after March 1, 2007.

## **III. MAINTENANCE OF MANUAL**

**A. Remove MA-2504, Citizen/Alien Requirements, pages 5 – 12 and Figure 12.**

**B. Insert [MA-2504](#), Citizen/Alien Requirements, pages 5 – 12 and [Figure 12](#).**

If you have any questions, please contact your Medicaid Program Representative.

L. Allen Dobson, Jr., M.D., Assistant Secretary  
for Health Policy and Medical Assistance

(This material was researched and written by Charlotte Gibbons, Policy Consultant, Medicaid Eligibility Unit.