

CHANGE NOTICE 07-01, Definition of Name and Related Changes

DATE: **DECEMBER 18, 2000**

Manual: **Family & Children's Medicaid**

To: **County Directors of Social Services**

Effective: **February 1, 2001**
 Make the following change(s)

I. BACKGROUND

The North Carolina Department of Health and Human Services is phasing in a consolidation of the Common Name Data Service (CNDS) for all divisions within the department. Rules are being developed at the state level for consistency across the divisions for the format and content of the demographic data for individuals within the CNDS. As a result of this consolidation, sections of the Family and Children's Medicaid manual are updated to define and clarify what name to use for an a/r for Medicaid.

II. CONTENT OF THE CHANGE

A. MA-3120

A definition of Name is added to MA-3120. Also the acronyms, programs, and definitions are updated.

B. MA-3375 is revised to include:

1. The State Online Query (SOLQ) as a source of verification of an individual's Social Security number.
2. Clarification as to when Social Security issues a new Social Security number (SSN) for an adopted child and procedures to follow if Social Security will not issue a new SSN for the adopted child.
3. Information that changes to an a's/r's name and/or Social Security number are made in EIS on the Name Change screen.

C. MA-3400 and MA-3415

MA-3400 (Age) and MA-3415 (Marital Status) are combined into one section: MA-3400. The information is updated to define what is acceptable verification of an a's/r's name and why it is important for Medicaid. The title of the new MA-3400 section is "AGE/NAME/MARITAL STATUS".

III. EFFECTIVE DATE:

February 1, 2001

IV. MAINTENANCE OF MANUAL

A. Remove MA-3120.

B. Insert MA-3120, effective February 1, 2001.

C. Remove MA-3375, pages 1 – 4 and pages 9 - 14.

D. Insert MA-3375, pages 1 – 4 and pages 9 – 14, effective February 1, 2001.

E. Remove MA-3400. Retain Figure 1.

F. Insert MA-3400 and Figure 2, effective February 1, 2001.

G. Remove MA-3415.

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

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[This material was researched and prepared by Mary Spivey, Policy Consultant, Medicaid Eligibility Unit.]