

# CHANGE NOTICE FOR MANUAL NO. 01-16, ALIEN REQUIREMENTS

**DATE: FEBRUARY 1, 2016**

**Manual:** Family and Children's Medicaid  
**Change No:** 01-16  
**To:** County Directors of Social Services  
**Effective:** Upon receipt

## **I. BACKGROUND AND CONTENT OF CHANGE**

Policy revisions are included to clarify or to correct previously published policy. These revisions are spelled out in II. below.

## **II. POLICY REVISION**

### **A. Content of change**

1. Alien Requirements policy has been updated to clearly define lawfully present and lawfully residing for Medicaid according to Centers for Medicaid Services (CMS) guidance. Lawfully residing and lawfully present does not include residence based criteria.
2. This manual section replaces MA-3330 and MA-2504 in the Medicaid Eligibility Manuals. The section has been streamlined in order to remove duplicate information.

The verification of alien status chart has been updated in a format that is more user friendly. It is the case worker's responsibility to access and utilize the resources available within the State Alien Verification System (SAVE) and the United States Citizenship and Immigration Services (USCIS) to verify an alien's "class of admission code" and eligibility status. A link to USCIS/SAVE (<http://www.uscis.gov>) has been added to this section.

### **B. Policy Reminder**

1. State residence is a separate eligibility requirement from citizenship/alien status. Alien status does not determine whether an individual can establish residency in NC.

2. Aliens who are undocumented may meet all other Medicaid eligibility requirements, including state residency, but only receive coverage of emergency services. Some individuals who are qualified aliens or lawfully present/residing may only be eligible for emergency services as well.
3. Alien status determines whether an individual receives full Medicaid benefits or coverage of emergency services only. All other Medicaid eligibility requirements must be met.

### **C. Alien Emergency Services Reviews**

Effective September 1, 2015, Alliant ASO is the contractor for all Medicaid alien emergency services reviews. Alliant Health can receive the reviews either by mail, fax or CD/DVD. Please send all reviews using the DMA-5135, Dates(s) of Emergency Services Requested for An Alien, as a cover letter to:

Alliant ASO  
Attn: Medical Records  
1000 St. Albans Dr. Suite 270  
Raleigh, NC 27609  
Ph: 1-888-507-5191  
Fax: 1-888-507-5193

### **III. EFFECTIVE DATE AND IMPLEMENTATION**

This policy is effective upon receipt.

### **IV. MAINTENANCE OF MANUAL**

This policy has been revised and moved. It is now located on the [Integrated Eligibility Manual](#) website under Program Specific Policy, Alien requirements 15100.

MA-3330, Alien Requirements, is removed from the Medicaid Eligibility Manual.

If you have any questions regarding this information, please contact DHHS Operational Support Team at [ost.policy.questions@dhhs.nc.gov](mailto:ost.policy.questions@dhhs.nc.gov).

Dave Richard  
Deputy Secretary for Medical Assistance

(This material was researched and written by Ena Lightbourne, Policy Coordinator, Medicaid Eligibility Unit.)