

A SNAPSHOT OF

CITIZENSHIP, IDENTIFICATION AND INCOME DOCUMENTATION REQUIRED FOR APPROVAL OF MEDICAID

Overview

The Georgia Department of Community Health (DCH) sets Medicaid eligibility policy based on State and Federal laws and regulations. The Georgia Department of Human Services (DHS) implements the policies at the county Division of Family and Children Services (DFCS) offices and determines eligibility for Medicaid applicants. DCH provided DFCS with policy guidance to implement the Citizenship and Identity Documentation Requirement as defined in the Federal Deficit Reduction Act of 2005 (DRA).

An overview of the DRA Citizenship and Identity Documentation policy is below.

Note: Medicaid applicants and recipients are required to verify their citizenship and identity only once. It is not required at their next eligibility review.

Citizenship/Identification Policy Overview

- In January 2006, the state of Georgia began requiring that Medicaid applicants and recipients verify their U.S. citizenship. The DRA provided further guidance to Georgia regarding the documentary evidence required before Medicaid eligibility is granted or renewed. This new guidance became effective July 1, 2006. The DRA provisions require that a person submit evidence of both citizenship and identity
- The DRA specifies certain forms of acceptable evidence of citizenship and identity, and provides for the use of additional forms of documentation as established by federal regulations when appropriate
- A hierarchical approach must be used in which documentary evidence of citizenship and identity is sought first from a list of primary documents
- If an applicant or recipient presents evidence from the listing of primary documentation, no other information will be required. When such evidence cannot be obtained, the state will look to the next tier of acceptable forms of evidence

Exempt Groups

- Individuals who receive Supplemental Security Income benefits
- Children who receive federal foster care or adoption assistance benefits
- Children in foster care receiving child welfare services
- Individuals on Social Security disability
- Individuals receiving Medicare
- No verification of citizenship/identity are immediately required for newborns whose mother was enrolled in Medicaid on their date of birth. Their eligibility will be reviewed after one year. Citizenship and identity verification must be provided at that time in order for Medicaid eligibility to continue

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🕒 **Citizenship AND Identification Documentation Rules**

Citizenship and identity can be verified using a:

- U.S. Passport
- Certificate of Naturalization
- Certificate of U.S. Citizenship

If these documents are not available, then the following documents can be accepted to verify citizenship. A second document must also be presented to verify identity.

To verify citizenship only:

- Birth Certificate
- Adoption Records
- A hospital record on hospital letterhead created near the time of the person's birth

In some cases, the DFCS caseworker may be able to complete a computer match with the Vital Records department to verify citizenship instead of a birth certificate. Additional information may still be required. The DFCS worker will contact the applicant if another document is still needed.

To verify identity only:

- State driver's license or state identity card
- School identification card with a photograph of the individual
- U.S. Military ID

For children under age 16:

- School or nursery school records
- Medical, clinic or hospital records
- Affidavit signed under penalty of perjury

The document must provide identifying information that relates to the person named on the document. The DFCS caseworker will assist the applicant in identifying additional documents that verify identity and citizenship if none of the documents listed above are available.

Income consists of wages, child support, Social Security, unemployment benefits, etc. Income can be verified using four weeks worth of check stubs, employer statements, Social Security award letters, unemployment compensation award letters, court documents, tax records, etc.

For additional questions, contact the DFCS at 800-869-1150.