

OTHER ELIGIBILITY REQUIREMENTS APPLICATION, CERTIFICATION AND RENEWAL

RENEWAL

If the renewal form is returned by the USPS with a forwarding address label that is within the district, the renewal form must be re-sent to this address. If the form is not returned as undeliverable, coverage must be re-authorized for another 12 month period, not to exceed the child's 21st birthday.

If the renewal form is returned by the USPS with a forwarding address label that is outside the district, the renewal form must be resent to the address provided by the USPS. If the renewal is returned by the child confirming the address, the case should be renewed for a 12-month period and then transferred in accordance with 08 OHIP/LCM-1. If the child has moved out of New York State or is deceased, the case may be closed.

NOTE: If an Upstate recipient wishes to add a child to his/her case between renewal periods, a separate application is not required. A recipient may simply call the LDSS and request the addition. If needed, documentation for the child must be provided and the LDSS must provide a notice of decision regarding the eligibility determination.

If an Upstate recipient wishes to add an adult to his/her case mid-renewal, a new application must be completed by the adult to be added to the case.

Individuals who receive Medicaid based on their eligibility for SSI are renewed (recertified) for Medicaid by virtue of their renewal (recertification) for SSI. SSI recipients need not be reauthorized yearly. Their authorization may be open-ended until December 31, 2049. Local districts use the SDX to confirm that an SSI recipient continues to be eligible for SSI and, therefore, Medicaid.

References:

SSL Sect.	366
	366-a
	366-a (2)
	366-a (5) (d)
	369-ee (2)

Chapter 58 of the Laws of 2010

Dept. Reg.	360.1
	360-2.2(e)
	360-6.2

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RENEWAL

ADMs	11 OHIP/ADM-1 09 OHIP/ADM-1 08 OHIP/ADM-4 04 OMM/ADM-6 03 OMM/ADM-2
INFs	10 OHIP/INF-1
GIS	11 MA/002 04 MA/021

Interpretation: The period covered by a recertification may vary by category and circumstances but may not extend beyond one year. Most recipients are certified for one year; however, when a recipient is unemployed or receives variable or seasonal income, s/he may require more frequent recertification.

**Verification/
Documentation:** Renewing community Medicaid recipients who are not seeking coverage of institutional based nursing facility services all FHPlus recipients, recipients of the Medicare Savings Program (MSP), the Family Planning Benefit Program (FPBP), participants in the Medicaid Buy-In Program for Working People with Disabilities (MBI-WPD) and the Medicaid Cancer Treatment Program: Breast, Cervical, Colorectal and Prostate may, at renewal attest to the amount of their income, resources as appropriate, child/adult care expenses and to their residence, even if their address has changed since their last eligibility determination.

SSI-related recipients who are participating in the MBI-WPD program must continue to document their employment status.

All persons renewing and who do not have a resource test may attest to the amount of interest income generated by resources.

NOTE: The policy outlined in 03 OMM/ADM-2 that permitted the recipient's report of a change in circumstances at renewal is rescinded.