

**OTHER ELIGIBILITY REQUIREMENTS
APPLICATION, CERTIFICATION AND RENEWAL**

RENEWAL

INCOME:

In lieu of income documentation, local social services districts must verify the accuracy of the income information provided by the recipient by comparing it to information to which they have access, such as RFI (Resource File Integration), the Work Number Website (TALX, used for obtaining employment and wage verification), the currently stored budget, or actual income documentation from a current Food Stamp or HEAP case. When using RFI, districts must only consider information from the most recent calendar quarter (the calendar quarter immediately preceding the current calendar quarter) as current. Information from any prior calendar quarter is to be considered a "no hit" on RFI. At any point after initial application, only Bendex and UIB may be regarded as primary sources of verification to close a case.

RESIDENCE:

Documentation of a change of address is not required at renewal unless the district has information to the contrary. If a renewal is returned to by the U.S. Postal Service with a forwarding address label, the renewal must be re-mailed to the new in-district address. No additional documentation of the address change is required. If the forwarding address label indicates the recipient lives in a different county, the renewal must be re-mailed to the new address. If the renewal is returned by the recipient, it must be processed by the district before the case is transitioned to the new district (See **OTHER ELIGIBILITY REQUIREMENTS STATE RESIDENCE AND RESPONSIBILITY FOR ASSISTANCE, ASSISTANCE TO PERSONS WHO CHANGE RESIDENCY**). Districts must discontinue coverage to persons who fail to respond to the renewal.

RESOURCES:

SSI-related recipients authorized for Community Coverage without Community-Based Long-Term Care and Community Coverage with Community-based Long-Term Care must itemize their current resources and attest to the value such resources. Districts must verify the accuracy of the resource information through collateral investigations. If there is an inconsistency in the information reported by the recipient and the current information obtained by the district, eligibility must be re-determined using the newly

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obtained information. If the SSI-related individual is found resource ineligible, eligibility must be determined for FHPlus or Medicaid under a category with no resource test. If the SSI-related individual is not eligible for FHPlus or Medicaid as a non-SSI-related recipient and further information about a resource is required to make a determination, the recipient must be notified to provide the necessary information. If the individual fails or refuses to provide such information, the case must be discontinued for failure or refusal to provide information necessary to make a determination.

INTEREST INCOME:

All 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 interest income generated by resources.

Interest income is estimated by establishing the average interest rate(s) and applying them to the resource information obtained from RFI or other third party sources. If upon review, the district finds an inconsistency between the information reported by the individual and the estimate calculated by the district, and the interest income information obtained by the district makes the individual ineligible for Medicaid or FHPlus, documentation of the interest income must be obtained from the individual. For individuals who qualify for Medicaid with a spenddown, the difference in the amount of interest income reported by the recipient must be greater than \$1.00 per month before requiring further follow-up.

Districts must continue to review RFI reports to identify resources belonging to individuals who do not have a resource test to determine when a resource identified by RFI is significant enough to generate interest that would/could affect the individual's eligibility. In such instances, the district must request documentation of the interest income and re-calculate eligibility as appropriate.