

Medicaid Renewal Request for Information Notice

COUNTY DEPARTMENT OF SOCIAL SERVICES (DSS)

Date: \_\_\_\_\_

To: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Case ID No: \_\_\_\_\_

Worker: \_\_\_\_\_

**\* THIS FORM MUST BE SENT IN BY \_\_\_\_\_ (30 DAYS FROM ABOVE DATE) OR YOU MAY LOSE YOUR N.C. MEDICAID OR N.C. HEALTH CHOICE \***

<b>Why You Need to Complete This Form</b>
In order to be considered for Medicaid or N.C. Health Choice, you must complete this form. The information will be used to verify that you and your family still qualify. The information is necessary to process your review.
<b>In addition to helping yourself, you can use this form to apply for health insurance coverage for other family members in your house.</b>
Contact _____ County DSS at _____ if you have any questions about filling out this form.

<b>SECTION 1</b>
<b>TELL US ABOUT YOURSELF</b>
Do you expect to file a tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a dependent on someone else's tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes – who?

<b>SECTION 2</b>
<b>TELL US ABOUT YOUR FAMILY</b>
<i>(include family members and tax dependents living in your house)</i>
<b>PERSON 1:</b>
Name:
Does this person expect to file a tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
Does this person expect to be a dependent on someone else's tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes – who?
Is this person pregnant? Yes <input type="checkbox"/> No <input type="checkbox"/>
If so, what is the expected due date?
<b>Does this person have Medicaid?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>

<b>If this person does not have Medicaid, complete Attachment A to apply for Medicaid.</b>
<b>PERSON 2:</b>
Name:
Does this person expect to file a tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
Does this person expect to be a dependent on someone else's tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes – who?
Is this person pregnant? Yes <input type="checkbox"/> No <input type="checkbox"/>
If so, what is the expected due date?
<b>Does this person have Medicaid?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>To apply for Medicaid for this person complete Attachment A.</b>
<b>PERSON 3:</b>
Name:
Does this person expect to file a tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
Does this person expect to be a dependent on someone else's tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes – who?
Is this person pregnant? Yes <input type="checkbox"/> No <input type="checkbox"/>
If so, what is the expected due date?
<b>Does this person have Medicaid?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>To apply for Medicaid for this person complete Attachment A.</b>
<b>PERSON 4:</b>
Name
Does this person expect to file a tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
Does this person expect to be a dependent on someone else's tax return? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes – who?
Is this person pregnant? Yes <input type="checkbox"/> No <input type="checkbox"/>
If so, what is the expected due date?
<b>Does this person have Medicaid?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>To apply for Medicaid for this person complete Attachment A.</b>
<b>If more space is needed, please attach a separate sheet.</b>

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SECTION 3
TELL US MORE ABOUT THE PEOPLE LISTED ON THIS FORM
<p>A. <b>Income:</b> Does anyone listed on this form have an income? Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p style="margin-left: 20px;">If yes, complete <b>Attachment B.</b></p>
<p>B. <b>Living Situation:</b> Does anyone listed on this form live in a:</p>
<p><input type="checkbox"/> Long-term care facility, group home, or nursing home</p>
<p><input type="checkbox"/> Private home, but gets at-home medical, personal or health services</p>
<p><input type="checkbox"/> Private home, but gets medical, personal or health services in the community (such as adult day care)</p>
<p>If so, please list their names:</p>
<p><b>Name(s):</b></p>
<p> </p>
<p>C. <b>Foster Care:</b> Is anyone listed on this form between the ages of 18 and 26 <b>and</b> was in foster care at age 18? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>If so, please list their names:</p>
<p><b>Name(s):</b></p>
<p> </p>

SECTION 4				
SIGNATURE				
<p>I am signing this renewal form under penalty of perjury which means I have provided true answers to all the questions to the best of my knowledge. I know that I may be subject to penalties under federal law if I provide untrue information.</p>				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; padding: 5px; vertical-align: top;">Beneficiary/Authorized Representative*</td> <td style="width: 30%; padding: 5px; vertical-align: top;">Date</td> </tr> <tr> <td style="height: 50px;"> </td> <td> </td> </tr> </table>	Beneficiary/Authorized Representative*	Date		
Beneficiary/Authorized Representative*	Date			
<p>*The person who completed the form or their legal representative.</p>				

WHERE TO SEND THE INFORMATION
<p>You can complete the form:</p>
<ul style="list-style-type: none"> <li style="display: flex; justify-content: space-between; align-items: center; margin-bottom: 10px;"> <span>• In-person at the</span> <span>County DSS Office (street address)</span> </li> <li style="display: flex; justify-content: space-between; align-items: center; margin-bottom: 10px;"> <span>• By phone at:</span> <span> </span> </li> <li style="display: flex; justify-content: space-between; align-items: center;"> <span>• By mail at:</span> <span>County DSS Office, (mailing address)</span> </li> </ul>

ATTACHMENT A

TO APPLY FOR MEDICAID FOR ANYONE LISTED IN SECTION 2.	
<b>Person 1:</b>	
A. Name:	
B. Social Security Number:	
C. Date of Birth:	
D. How is this person related to you?	
E. This person is : Male <input type="checkbox"/> Female <input type="checkbox"/>	
F. This person is a U.S. citizen or U.S. national Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, skip to " <b>additional information</b> " below.	
If no, answer question " <b>G</b> ":	
G. If this person has eligible immigration status:	
Document Type:	
ID Number:	
<input type="checkbox"/> Check here, if this person has lived in the U.S. since 1996	
<input type="checkbox"/> Check here, if this person, his or her spouse, or a parent is a veteran or an active duty member in the U.S. military	
<b>Additional Information</b>	
<input type="checkbox"/> Check here, if this person lives with at least one child under the age of 19 and is the person taking care of this child.	
<input type="checkbox"/> Check here, if this person is 18 years or younger and has a parent living outside of the house	
<input type="checkbox"/> Check here, if this person wants help paying for medical bills from the last three months	
<b>Person 2:</b>	
A. Name	
B. Social Security Number	
C. Date of Birth	
D. How is this person related to you?	
E. This person is : Male <input type="checkbox"/> Female <input type="checkbox"/>	
F. This person a U.S. citizen or U.S. national Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, skip to " <b>additional information</b> " below.	

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If no, answer question "G"
G. If this person has eligible immigration status:
Document Type:
ID Number:
<input type="checkbox"/> Check here, if this person has lived in the U.S. since 1996
<input type="checkbox"/> Check here, if this person, his or her spouse, or a parent is a veteran or an active duty member in the U.S. military
<b>Additional Information</b>
<input type="checkbox"/> Check here, if this person lives with at least one child under the age of 19 and is the person taking care of this child.
<input type="checkbox"/> Check here, if this person is 18 years or younger and has a parent living outside of the house
<input type="checkbox"/> Check here, if this person wants help paying for medical bills from the last three months
<b>If more space is needed, please attach a separate sheet.</b>

**ATTACHMENT B**

**INCOME**

Person Receiving Income	Income Type *	Amount Before Taxes	How Often Received	Start Date

**If more space is needed to report changes, attach a separate sheet.**

***Include income from:***

Jobs	Foreign Income	Self-Employment
Investment Income or Interest	Alimony	Farming or Fishing Income
Unemployment	Rental or Royal Income	Social Security Benefits
Capital Gains	Retirement / Pension	Scholarship
Title	Alien Sponsor	Lump Sum Amount
American Indian / Alaskan Native Income		

***Do not include:***

- Child Support
- Workers Compensation
- Supplemental Security Income (SSI)
- Veterans Administration (VA) Benefits

**C. Loss of Income:** Was anyone listed on this form receiving income in the last 12 months but no longer is?  
 Yes  No

If yes, who, when and what type?  
 \_\_\_\_\_

**D. Expenses:** Is there anyone in the family deducting expenses from their taxes? Yes  No

If yes, complete Expenses (Deductions) below.

**EXPENSES (DEDUCTIONS)**

Person Paying Deduction	Deduction Type	Amount	How Often	Start Date

**If more space is needed to report changes, please attach a separate sheet.**

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**Allowable deductions include:**

Alimony Paid	Health Savings Acct Contributions	Educator Expenses
IRA Contributions	Tuition / Fees	Moving Expenses
Student Loan Interest	Penalty on Early Withdrawals of savings	

**For those who are self-employed, allowable deductions also include:**

- Rent / Royalty Expenses
- Certain Business Expenses of Reservists, Performing Artists and Fee Basis Government Officials
- Deductible Part of Self-Employment Tax
- Domestic Production Activities Deduction
- Health Insurance Deduction
- SEP, SIMPLE and Qualified Plans

**E. Health Insurance:** Does anyone listed on this form have other health insurance besides Medicaid and N.C. Health Choice? Yes  No

If so, complete Health Insurance below.

### HEALTH INSURANCE

Person Covered	Policy Holder	Policy Number	Insurance Company	Type of Coverage	Start Date

**If more space is needed to report changes, please attach a separate sheet.**

**Voter Registration:**

If you are not registered to vote where you live now, would you like to apply to register to vote here today?  
 \_\_ yes \_\_ no

If you want to register to vote, you can complete a voter registration form at <http://www.ncsbe.gov/>.