



North Carolina Department of Health and Human Services
Division of Medical Assistance

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Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Craigian L. Gray, MD, MBA, JD, Director

October 28, 2009

Re: NCHC Citizenship/Identity Requirement/SSA Citizenship/Identity Match

Dear County Director of Social Services:

Effective January 1, 2010, the requirement to verify US citizenship and identity will apply to applicants and recipients of North Carolina Health Choice (NCHC). Also effective January 1, 2010, counties will be able to request a SSA Citizenship/Identity (C/I) match through EIS. A returned accurate match will be used for verification of both citizenship and identity for any Medicaid or NCHC applicant or recipient. Only individuals who state they are US citizens will be sent to SSA for the match transmittal.

In preparation of the changes above, an NCXPTR report will be available on December 1, 2009 which will include the current NCHC recipients with a blank C/I field or a C/I field coded 99 or 45. Counties must complete a review of the cases on the report by January 15, 2010. After counties have finished the review and updated current NCHC recipient's C/I field, a file of the remaining NCHC recipients without C/I verification will be sent to SSA for a C/I match around the middle of January 2010. Complete instructions for this process will be sent in late November.

For counties who would like to begin this process early, a query has been created in Client Services Data Warehouse (CSDW) to identify these NCHC recipients by county. The query name is "NCHC Active Children with Citizenship Code Blank, 99 or 45," and is located in CSDW in the Work First and EIS State Sanctioned folder. To run the query, the user needs to select the report month and county name to get the results. The query shows the EIS Case Id, Individual Id, Individual Last and First name and Middle initial, Medicaid Class Code, and EIS Worker Id.

Review the county record for available C/I verification for recipients on the query. If verification of Citizenship/Identity is found, enter the appropriate C/I code on the 8125 for each recipient. Enter the appropriate code in the C/I field for any Lawful Permanent Resident or other qualified alien. The case record must currently contain verification of qualified alien status.



If you begin this review process using the query, identify on the query report NCHC recipients for whom you do not have verification of C/I status and who claim to be US citizens. You will need this information when the NCXPTR report is available.

Important:

In order for the SSA C/I match to work correctly, counties must ensure that the SSN Validation reports are completed for all Medicaid and NCHC recipients. The reports are in NCXPTR under the HWA application and are named, “DHRHWA SSN VALIDATION ERRORS,” and “DHRHWA SSN VALIDATION REMINDER.” These reports are available on the 6th work day of each month.

Counties must also make sure that information such as recipient’s name, date of birth, and social security number are accurately entered into EIS.

If you have questions regarding this information, please contact your Medicaid Program Representative.

Sincerely,

Craigian L Gray, MD, MBA, JD, Director

CLG/lf