

# MISSISSIPPI DIVISION OF MEDICAID

## Eligibility Policy and Procedures Manual

### CHAPTER 102 – Non-Financial Requirements

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#### 102.03.12 MS RECIPIENT MOVING TO ANOTHER STATE

A Mississippi recipient who moves to another state with the intent to remain is no longer eligible to receive benefits from MS. Changes in residency may be received from the recipient, head of household, authorized representative, out-of-state agencies, post office, providers and other community sources.

The type of action needed in response to the report depends in large part upon the source of the information. Follow the procedures below to take action on the change.

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#### **Procedures When a Mississippi Recipient has Moved from the State**

- Change Reported by Recipient or Representative

When the loss of residency is reported by the recipient, the head of household, responsible adult or authorized representative, the information is verified.

- Change Reported by Out of State Agency

When an out-of-state agency reports a MS recipient has applied for benefits in that state, loss of MS residency is verified.

- Taking Action on Verified Change

The specialist will document the contact and obtain the new address. When multiple family members are involved, the specialist must determine whether all members have left the state. Action will be taken to terminate the eligibility of the recipients who are no longer state residents.

- The closure notice will be sent to the primary person for the case at the appropriate address.
- A child who remains in MS has continuous eligibility and will not be terminated when he moves from one household to another within the state.
- If an adult recipient continues to reside in MS, a review may be needed to determine the adult's continued eligibility apart from the non-resident spouse and/or children.

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#### Procedures When a Mississippi Recipient has Moved from the State (Continued)

- Unverified Change Reported by Other Sources

When loss of residency is reported by other sources, the specialist must first verify the accuracy of the information prior to taking action on the case:

- Attempt a telephone contact using the telephone number in the case record to verify the information received.
- If telephone contact cannot be made, send a 307 to the address on file in the record and to the out-of-state address, if one is known.
- If it is subsequently verified some or all recipients have moved from the state, take action to terminate eligibility for the appropriate individuals and send the termination notice to the primary person for the case at the appropriate address.
  - A child who remains in MS has continuous eligibility and will not be terminated when he moves from one household to another within the state.
  - If an adult recipient continues to reside in MS, a review may be needed to determine the adult's continued eligibility apart from the non-resident spouse and/or children
- If there is no response to the 307 and the information cannot be verified or reasonable attempts to locate the household have failed, take action to close the case.
  - The closure notice should be sent to the primary person for the case at the in-state address and the out-of-state address, if one is known.

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#### 102.03.13 MIGRANT/SEASONAL FARM WORKERS

An individual involved in work of a transient nature or someone who goes to another state seeking employment as a migrant or seasonal worker can choose to either:

- Establish residence in the state where he is employed or seeking employment, or
- Claim one state as his domicile or state of residence.