

MISSISSIPPI DIVISION OF MEDICAID

Eligibility Policy and Procedures Manual

102.04.06 EVIDENCES OF IDENTITY

Proof of identity is required when primary evidence of citizenship cannot be obtained and a secondary, third or fourth level evidence is used.

Identity Documentation	Explanation
<p>The identity of all applicants and recipients must be verified.</p> <p>When a child younger than age 16 or a disabled individual living in a residential care facility does not have one of the following documents available to verify identity, an alternate document indicated below may be used.</p>	<p>This section includes the following acceptable documents which may be used to verify the identity of any applicant or recipient. Documents may be recently expired provided there is no reason to believe the document does not match the individual.</p> <ul style="list-style-type: none"> • A current state driver’s license bearing either the individual’s picture or containing other identifying information such as name, age, sex race, height, weight or eye color. • School identification card with a photograph of the individual. (ID cards issued by IDENT-A-KID Services of America, ID CONCEPTS, GUARD-A-KID, Safe Kids ID or Child Identification Sheet created by local law enforcement are also acceptable) • U.S. military card or draft record. • Identification card issued by the Federal, State, or local government containing the same information included on driver’s licenses. • Military dependent’s identification card. • Certificate of Indian blood or other U. S. American/Alaska Native tribal document if the document carries a photograph of the individual, or has other personal identifying information relating to the individual such as age, weight, height, race, sex, eye color. • U.S. Coast Guard Merchant Mariner card. • Three or more corroborating documents such as marriage licenses, divorce decrees, high school diplomas (including general education or equivalency diplomas), employer ID cards, property deeds/titles or other similar types of documents issued by local or state governmental entities when no other higher-level evidence is available to verify identity. All documents must be originals or certified copies. They must include at a minimum, the individual’s name plus any additional information to establish identity. Use only when second or third level, but not fourth level, evidence of citizenship was obtained.

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CHAPTER 102 – Non-Financial Requirements

Identity Documentation	Explanation
<p><u>Children under age 16</u></p> <p>When another document is not available to verify the identity of a child under the age of 16, alternate verification from this list may be used.</p>	<p>Exception: Do not accept a Voter Registration Card or Canadian Driver's License as identity verification.</p> <ul style="list-style-type: none"> • School record including report card, daycare or nursery school record. <p>NOTE: If a school record is used, it must be verified with the issuing school.</p> <ul style="list-style-type: none"> • Clinic, doctor, or hospital record, showing a date of birth. This includes an immunization record maintained by the medical provider if it shows a date of birth. • If none of the above documents are available, an affidavit signed under penalty of perjury by a parent, guardian or caretaker relative attesting to the child's identity and stating the child's date and place of birth may be obtained. The <u>Statement of Child's Identity</u> should be used as an application attachment for this purpose. It is not necessary to have this form notarized. The form is completed one time to verify a child's identity. A new form is required only if new children are added to the case. The Statement of Child's Identity cannot be used if an affidavit for citizenship was provided. <p>NOTE: For a child, an affidavit cannot be used for both citizenship and identity.</p>
<p><u>Disabled individual in residential care facility</u></p> <p>When another document is not available to verify the identity of a disabled individual living in a residential care facility, an affidavit may be used.</p>	<p>Disabled individuals in residential care facilities may have identity attested to by the facility director or administrator when the individual has no other acceptable document available. The affidavit is signed under penalty of perjury, but need not be notarized.</p> <p>All other means of verifying identity must be pursued prior to use of an affidavit.</p>

NOTE: Citizenship and/or identity do not have to be verified if the applicant is not otherwise eligible.