

**Bulletin Number:** MSA 14-35

**Distribution:** Bridges Administrative Manual (BAM) and Bridges Eligibility Manual (BEM) Holders

**Issued:** August 29, 2014

**Subject:** Verification of Eligibility for Medicaid

**Effective:** October 1, 2014

**Programs Affected:** Medicaid

This policy will reduce the number of routine extensions for the collection of verifications by an applicant or recipient from three (ten-day) periods to two (ten-day) periods. Extensions beyond two will require the approval of the supervisor.

Verification is the process where documents or other evidence that is needed to establish an individual's eligibility for Medicaid is collected by the Department of Human Services.

Verifications are usually required at initial application or at redetermination for Medicaid and for a reported change affecting eligibility or benefit level. Eligibility for Medicaid is affected by changes in income and/or assets. Verification of income and assets is required per Medicaid policy for Supplemental Security Income (SSI)-related Medicaid.

Effective October 1, 2014, requests for general extensions for the submission of verifications at application and redetermination for Medicaid are limited to two ten-day periods beyond the initial ten-day period, for a total of three (ten-day) periods.

Requests for extensions beyond two will be approved when:

- The customer makes the request, and
- A reasonable effort to obtain the requested verification can be documented.

## Manual Maintenance

Retain this bulletin until the information has been incorporated into the Bridges Eligibility Manual and the Bridges Administrative Manual.

## Questions

Any questions regarding this bulletin should be directed to Provider Inquiry, Department of Community Health, P.O. Box 30731, Lansing, Michigan 48909-8231, or e-mail at [ProviderSupport@michigan.gov](mailto:ProviderSupport@michigan.gov). When you submit an e-mail be sure to include your name, affiliation, and phone number so you may be contacted if necessary. Providers may phone toll-free 1-800-292-2550.

## Approved



Stephen Fitton, Director  
Medical Services Administration