

PURPOSE: To determine adjunct/automatic income eligibility for WIC Program applicants/clients.

A. POLICY

1. Local agencies must first attempt to determine if an applicant/client is adjunctively or automatically income-eligible before performing an income screening.
2. Applicants/clients are adjunctively income eligible if they receive one of the following:
 - a. Medicaid Insurance program:
 - i. Medicaid
 - ii. Healthy Kids
 - iii. MICHild
 - iv. Maternity Outpatient Medical Services (MOMS)
 - v. Healthy Michigan Plan (HMP)
 - vi. Emergency Services Only (ESO) (i.e., Healthy Kids-ESO, MICHild-ESO)

Note: Medicaid Deductible (formerly known as “Spenddown”) Beneficiaries are not adjunctively income eligible for WIC. (See Policy 2.04, Income Determination.)

- b. Food Assistance Program (FAP) benefits [i.e., Supplemental Nutrition Assistance Program (SNAP)/Food Stamps, Food Distribution Program on Indian Reservation (FDPIR).
 - c. Family Independence Program (FIP)/Temporary Assistance to Needy Families (TANF) benefits.
3. Applicants are adjunctively income eligible if they are an infant of a woman who received Medicaid during her pregnancy.
4. If the applicant/client is a member of a family that has one of the following they are adjunctively income eligible:
 - a. A pregnant woman or infant receiving Medicaid.
 - b. Food Assistance Program (FAP) benefits (i.e., SNAP benefits).
 - c. Family Independence Program (FIP) benefits.
5. To determine adjunctive eligibility enrollment, one of the following forms of documentation is required. Hard-copy or electronic forms of documentation are acceptable.

- a. Medicaid:
 - i. A current acceptance letter to Medicaid, Healthy Kids, MIChild, MOMS, HMP or ESO Program.
 - ii. A current Medicaid number that is verified by using one of the methods below:
 - a. MI-WIC
 - b. CHAMPS (Community Health Automated Medicaid Processing System)
 - c. Other State of Michigan websites/verification systems.
(See Guidance.)
 - b. Food Assistance Program (FAP):
 - i. Current Food Assistance Program approval letter with expiration date
 - ii. Confirmed deposit to Michigan Bridge Card FAP account for the current month.
 - iii. Other State of Michigan websites/verification systems.
(See Guidance)
 - c. Family Independence Program (FIP)/Temporary Assistance to Needy Families (TANF):
 - i. Current FIP benefits approval letter with expiration date.
 - ii. Confirmed deposit to Michigan Bridge Card cash benefit account for the current month.
 - iii. Other State of Michigan websites/verification systems.
(See Guidance.)
 - d. Children's Special Health Care Services (CSHCS) form MSA-0738 showing income calculation does not exceed 185% of poverty level which meets the WIC income guidelines.
6. Upon approval of adjunct income eligibility, applicants are asked to self-report their income to be used for reporting purposes only. If an applicant is not able to provide this information or declines to self-report their income, it must not interfere with their certification, nor result in collecting additional income documentation.

B. GUIDANCE

1. The following State of Michigan websites/systems can aid in verification of adjunct income eligibility.
 - a. MiBridges (Medicaid, FAP and FIP): https://newmibridges.michigan.gov/s/isd-landing-page?language=en_US

- b. CHAMPS: MI Login (Medicaid) <https://www.michigan.gov/mdhhs/assistance-programs/medicaid/portalhome/medicaid-providers/champs-a>
- c. Mihealth: <https://www.michigan.gov/healthymiplan>
- d. Electronic Benefit Transfer (EBT) phone system: 888-678-8914 (FAP and FIP)

References:

Michigan Department of Health and Human Services (MDHHS) Medicaid Provider Manual:

<https://www.michigan.gov/mdhhs/doing-business/providers/providers/medicaid/policyforms/medicaid-provider-manual>

7 CFR Part 246.7 (d)(2)(vi)

USDA WIC Policy Memorandum 1999-06: Impact of the Children's Health Insurance Program (CHIP) on WIC Adjunct Income Eligibility, 3/30/1999.

USDA WIC Policy Memorandum 2013-3: Income Eligibility Guidance, 4/26/2013.

USDA WIC Policy Memorandum #2023-6: Streamlining Certification- Documentation Guidance

Cross References:

2.04 Income Determination