

1. MDHHS Ryan White funded sub-recipients must collect the following proof of eligibility for consumers. Proof of eligibility criteria include:

Eligibility Criteria	Accepted Proof/Documentation
HIV Status	<ul style="list-style-type: none"> • Eligible laboratory documentation confirming HIV diagnosis test results include: <ul style="list-style-type: none"> ○ Type Differentiation (e.g., Geenius), Western Blot, viral load, viral culture, genotype, Nucleic Acid Amplification Test (NAAT) or dual (2) Immunoassay (IA) results positive for HIV (assays must be from different manufacturers) • Documentation from licensed physician or consumer’s designee, as allowed under Michigan law verifying the individual’s HIV status
Residency	<ul style="list-style-type: none"> • Current State of Michigan identification card or driver’s license • Passport with Michigan address • Utility bill in consumer’s name showing address • Benefits award letter (e.g., Social Security Insurance (SSI) Railroad Retirement (RR), Social Security Disability Insurance/Social Security (SSDI/SSA)) with consumer’s name and address • Lease or mortgage in consumer’s name showing address • Voter registration • Current Michigan Drug Assistance Program enrollment documentation • Declaration of Residency/No Income or Support/Insurance Ineligibility-MDHHS-5422
Income	<ul style="list-style-type: none"> • Benefits award letter (e.g., SSDI/SSA, SSI, RR, Pension) • Most recent pay stubs • Tax forms from previous year • Unemployment benefits award • Department of Corrections release papers within 30 days of release • Employment Verification Form- MDHHS-5644 • Current Michigan Drug Assistance Program enrollment documentation • Declaration of Residency/No Income or Support/Insurance Ineligibility- MDHHS-5422
Insurance Status	<ul style="list-style-type: none"> • Verification of Insurance (e.g., CHAMPS, Insurance Cards, COBRA) • Denial documentation from MDHHS • Affordable Care Act Marketplace Eligibility Determination Letter • Current Michigan Drug Assistance Program enrollment documentation • Declaration of Residency/No Income or Support/Insurance Ineligibility- MDHHS-5422

**MDHHS sub-recipients should use electronic data sources (e.g., Medicaid enrollment, state tax filings, enrollment and eligibility information collected from health care marketplaces) to collect and verify consumer eligibility. If consumer reports change, collect and update acceptable proof in consumer’s health record.