

After Enrollment

This section is divided into six parts. The first four address how recipients in the Medicaid and the FAMIS programs access their benefits. The fifth section addresses certain situations where the state might pay for an individual's coverage in a private insurance plan (FAMIS *Select* and HIPP). The last section is sample forms.

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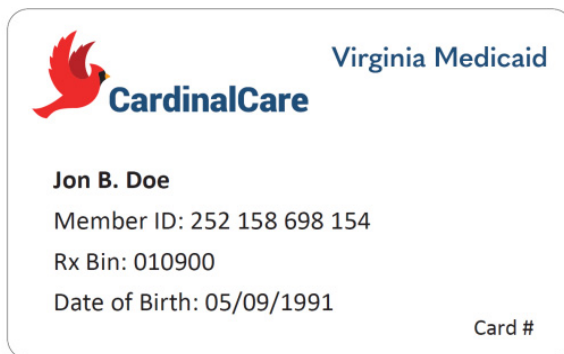
PART I: Medicaid Expansion, LIFC, Former Foster Care Youth and FAMIS Plus

Once Approved

An adult approved for Medicaid (MedEx, LIFC, Former Foster Care Youth) or a child approved for FAMIS Plus will receive a *Notice of Action on Benefits* stating that he/she has been approved for full-benefit Medicaid. ([A Sample Notice of Action is on page 2.35.](#))

In a separate mailing, the enrollee will receive a permanent plastic CardinalCare ID card from DMAS. This card enables the individual to receive services from any Medicaid provider while his/her permanent benefits delivery method is determined. Enrollment into managed care takes less than 30 days. This is the period referred to as "Fee-for-Service". Enrollees do not have to wait for the receipt of this card to get services, their Medicaid (Enrollee ID) number is on the *Notice of Action* and the provider can verify enrollment with it.

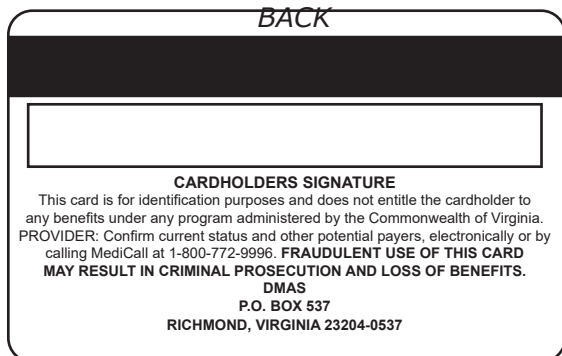
CARDINAL CARE ID CARD FRONT



BACK



Note: Individuals enrolled prior to January 1, 2023 will possess blue and white plastic Medicaid ID cards like the ones pictured below. These cards remain valid until replaced with CardinalCare ID cards by DMAS.



Selecting a Provider

In Virginia, Medicaid and FAMIS health care services are ultimately delivered through managed care organizations (MCOs). Enrollees will access all care through a primary care provider (PCP) that they will select from the network of primary care providers within the health plan. This PCP will coordinate all of their care within the MCO's network of providers, specialists and hospitals.

Five MCOs deliver services in the Medicaid managed care program:

- Aetna Better Health of Virginia (800) 279-1878
- Anthem Healthkeepers Plus (800) 901-0020
- Molina Healthcare* (800) 424-4518
- Sentara Community Plan (800) 881-2166
- UnitedHealthcare Community Plan (844) 752-9434

**A new managed care contract begins in July, at that time Molina Healthcare will no longer be a option and Humana Healthy Horizons of Virginia will become a choice.*

The enrollee will receive a letter from DMAS about the managed care enrollment process. The letter directs the person to call the **Enrollment HelpLine** at **(800) 643-2273** Monday through Friday between 8:30AM and 6PM to choose an MCO by the date indicated or he/she will be assigned to the MCO listed in the letter. The enrollee can also go online to www.virginiamanagedcare.com to make the selection or download an app to do so. *(See sample enrollment letter on page 3.7)*

On the website there is a comparison tool where enrollees can compare the MCOs and the "added benefits" each MCO offers in addition to the core package of Medicaid benefits. They can also check to see if any current providers they might have participate in one of the MCOs with the "Find a Provider" tool. **Note:** *The HelpLine has access to **interpreter services**, if English is not the recipient's primary or preferred language. (A sample of the types of added benefits offered by the MCOs can be seen on page 3.8)*

If the enrollee does not respond to the letter by the due date, the MCO listed in the letter will be assigned to them. Once a health plan has been chosen, either actively by calling/going online, or assigned by DMAS because the enrollee failed to choose one, a welcome packet and ID card will be sent by the MCO.

After receiving this information, an enrollee **still has about 60 days to change to another MCO**. After this period, the enrollee can only change MCOs during the annual Medicaid MCO "Open Enrollment Period" in his/her locality or if he/she requests a change and demonstrate good cause as to why he/she should be allowed to switch MCOs. *Note: At any time, a enrollee may switch to a different PCP within their MCO. (For clarification of the enrollment process see the chart on page 3.6)*

Using the Cardinal Care and the MCO Health Insurance Cards

Upon receipt of the Cardinal Care ID Card, the enrollee should check the information on it to be sure it is correct. If it is not correct, he/she must inform

his/her local DSS or the Cover Virginia Call Center of any needed changes/corrections. A listing of all 120 local DSSs, including addresses and phone numbers, is in [Section 5](#) of this *Tool Kit*. If the problem is with the MCO card, the enrollee will need to call the MCO.

The enrollee should **report the loss or theft of his/her Cardinal Care ID card to the local DSS or Call Center** immediately. If the MCO card is lost or stolen, he/she should report this to the MCO. The card should never be lent to anyone.

It is the enrollee's responsibility to show the MCO ID card and the DMAS/ Cardinal Care ID card to providers each time medical services are received and to make sure the provider participates in the Medicaid program. The provider uses the information on the card(s) to verify enrollment prior to delivering services. Failure to present the card(s), or the Medicaid ID number, at the time of service may result in the enrollee being charged for services.

Covered Services Overview

Medicaid coverage for adults provides a comprehensive package of benefits. Including:

- Doctor, hospital, and emergency services
- Prescription drugs
- Laboratory and X-ray services
- Maternity and newborn care*
- Long-term care and support services
- Home health services
- Behavioral health services including addition/recovery treatment services
- Rehabilitative services including physical, occupational, and speech therapies
- Transportation to Medicaid-covered services when no alternatives are available
- Family planning services
- Medical equipment and supplies
- Preventive and wellness services, chronic disease management services
- Dental care, and
- Enhanced preventive services (annual adult wellness exams; individual and group smoking cessation counseling; nutritional counseling for individuals with obesity or chronic medical diseases; and recommended adult immunizations.

**If an existing Medicaid enrollee gets pregnant, the pregnancy should be reported to the state. Coverage will be transferred to Medicaid for Pregnant Women, which ensures access to pregnancy related benefits plus 12 months of postpartum coverage.*

FAMIS Plus provides a comprehensive package of benefits uniquely designed to meet the needs of lower income children. In addition to covering traditional health care services such as hospitalizations, doctor visits and

prescriptions, FAMIS Plus also covers services such as non-emergency transportation to medical appointments, case management and health education for babies with potential health risks, behavioral health and substance abuse treatment services, eye exams and glasses, dental care including medically necessary orthodontia, services in a school based setting (audiology, occupational therapy, etc.), and other services not often covered by private health insurance plans. MCOs may provide additional enhanced services such as health education, 24 hour nurse advice line access, disease management programs, and free sports physicals.

Of special note, children covered by FAMIS Plus are entitled to the **EPSDT** (Early Periodic Screening, Diagnosis and Treatment) benefit. This valuable component of Virginia's FAMIS Plus program provides comprehensive health screenings for children **up to age 21**. Any medical condition diagnosed through an EPSDT screening must be treated at no cost to the family, even if it is a service not normally covered by FAMIS Plus.

A detailed listing of *Covered Services* is on [pages 3.10-3.15](#).

Period of Coverage and Reporting Requirements

When an applicant is determined to be eligible, Medicaid/FAMIS Plus coverage may **retroactively pay outstanding medical bills for the three months prior to their application date**. The applicant would need to request retroactive coverage at time of application by answering "Yes" to the question "Does this PERSON want help paying for medical bills from the last 3 months?" If no retroactive coverage was requested, coverage begins the first day of the month in which the Application was received.

Example: if a signed application is received in May and ultimately results in an enrollment, the outstanding medical bills may be covered for February, March, and April, if it is determined that the enrollee would have been eligible for coverage during that time and retroactive coverage was requested.

An individual must report any "changes in circumstances" that might affect ongoing eligibility for this coverage to his/her local DSS or the CVCC **within 10 days**. For example, changes in income or household size must be reported. When a change is reported, the caseworker will reevaluate ongoing eligibility and notify the enrollee of any adjustment to coverage.

If a woman becomes pregnant while enrolled in MedEx, she should call and report it. Her coverage will be changed to Medicaid for Pregnant Women for the duration of the pregnancy and the 12 month postpartum period.

Note: Reporting a **change of address** is especially important because DSS needs a correct address to be able to deliver any renewal information in a timely manner.

Annual Renewal (*An example of this form is located on pages 3.45-3.64*)

Eligibility for MedEx/LIFC/FFC/FAMIS Plus coverage must be renewed every 12 months. LDSS will initiate an "Ex Parte" renewal. If current income

information can be electronically verified as “reasonably compatible” with the prior year’s income and the income is still within program guidelines, the individual will be sent a *Notice of Action* indicating that coverage has been renewed for an additional year. ([A sample renewal approval is on pages 3.37-3.40](#))

If the electronic income data is not “reasonably compatible” with the information in the recipient’s file, a paper renewal application will be issued. Approximately **45 days prior to the enrollee’s renewal month**, the person will be sent a 16+ page renewal form pre-populated with the his/her household and income information. If a person has indicated Spanish as his/her primary language, a pre-populated form in Spanish will be sent.

Enrollees have **30 days from the receipt of the form** to look it over, correct any errors, add any missing information, sign it, and return it for processing. It can be returned via mail (in the envelope provided) or hand-delivered to the local DSS. S/he can also complete the renewal form by calling the CVCC to report any changes in information. If s/he linked his/her case in CommonHelp after approval, s/he can log in to CommonHelp and access the renewal online and complete and submit it there. Instructions on how to link a case in CommonHelp are in [Section 5](#).

Once the information is supplied via any of the above methods, the local DSS will use it to redetermine eligibility. If additional information is needed, the eligibility worker will contact the person in writing to ask for it. If found to be still eligible, the enrollee will get a *Notice of Action* stating that coverage has been renewed and giving new dates of coverage.

If the individual fails to return the form by the due date, a cancellation notice will be sent, and coverage will be cancelled effective the end of the renewal month. It is important to note, however that the person **still has an additional 90 days to return the form with any needed verification documents and coverage can be reinstated**. If he/she returns the form after that additional 90-day period, coverage cannot be reinstated, and he/she will have to file a new application. ([A sample cancellation notice is on pages 3.41-3.43](#))

If it is found that the person is no longer eligible for MedEx/LIFC/FFC or FAMIS PLUS, coverage will be cancelled. The LDSS will send the information to the Virginia Insurance Marketplace so the person may be evaluated for financial assistance toward purchasing private health insurance on the Marketplace. Losing Medicaid coverage at annual renewal opens a “Special Enrollment Period” allowing the individual to shop on the Marketplace. If over the age of 18, the person will also be evaluated for Plan First coverage, if his/her income is under 205% FPL.

FAMIS Plus

Many children are terminated from FAMIS Plus at renewal time because of the family’s failure to complete the process. A child cancelled from FAMIS Plus for failure to complete annual renewal may reapply for FAMIS Plus at any time.

During the renewal process, if the family’s income has risen, the eligibility worker may determine that the child is eligible for FAMIS instead. If he/she

is now eligible for FAMIS, the child will be enrolled in that program and the family will receive a *Notice of Action* with the new dates of coverage.

If the child is not eligible for either FAMIS or FAMIS Plus (i.e. the family's income has risen above 205% of FPL), FAMIS Plus coverage will be cancelled. The LDSS will send the information to the Virginia Insurance Marketplace (VIM) so the family may be evaluated for financial assistance toward purchasing private health insurance on the Marketplace. Losing Medicaid coverage at annual renewal opens a 90-day Special Enrollment Period that allows the family to shop for private coverage, if eligible.

LIFC

At annual renewal, if a LIFC parent/caretaker's income has risen above program guidelines, he/she may still be eligible for LIFC coverage for an additional period of time. If the income increase is as a result of an increase in **spousal support**, the LIFC recipient may be eligible for four additional months of coverage. If the income increase is as a result of an increase in **earned income**, the LIFC recipient may be eligible for twelve months of coverage. The second six months of coverage is contingent upon cooperation with reporting requirements during the first six months.

After this additional period, the parent/caretaker can be evaluated for Medicaid Expansion for Adults and, if found eligible, be enrolled in that coverage.

If the person's income is over 138% FPL at that time, the LDSS will send the case information to the VIM so the person may be evaluated for financial assistance toward purchasing private health insurance on the Marketplace. Losing Medicaid coverage at annual renewal opens a 90-day Special Enrollment Period that allows the person to shop for private coverage, if eligible. The individual would also be evaluated for the Plan First program.

A parent/caretaker relative cancelled from LIFC for failure to complete annual renewal may reapply for LIFC at any time.

LIFC coverage will end when there is no longer a dependent child under the age of 18 living in the home, or if an 18 year old in their care is not a full time student. At that time, the LIFC enrollee will be reevaluated for ongoing coverage in other available Virginia health coverage programs.

A person can also **age out of coverage**:

- The **MedEx** coverage category is for people **ages 19 to 64 only**. Coverage will end on the last day of the month in which the enrollee turns 65.
- **Medicaid for Former Foster Care Youth is for 19-25 year olds**. Coverage ends on the last day of the month in which the enrollee turns 26. At that time, he/she will be reevaluated for ongoing coverage in any other available state-sponsored health coverage category
- **FAMIS Plus provides coverage from birth through the age of 18**. Coverage would end at the last day of the month in which the enrollee turns 19. At that time, he/she will be reevaluated for ongoing coverage in any other available state-sponsored health coverage category.

Managed Care Enrollment - Medicaid Expansion Adults, FAMIS Plus, Medicaid for Pregnant Women, LIFC, and FFC

A letter is sent from DMAS giving approximately **30 days** for the individual/family to choose an MCO. A comparison chart with the five MCO choices is provided. They are told that if they do not call the Enrollment HelpLine or go to its website to choose, the MCO listed in the letter will be assigned to them.

Did the enrollee contact the Enrollment HelpLine?

YES

Gets MCO of choice and is asked to pick their PCP.¹

MCO welcome packet sent (ID Card, provider directory, and handbook).

NO

Gets assigned an MCO and the MCO assigns a PCP.¹

MCO welcome packet sent (ID Card, provider directory, and handbook).

Does the person want to change to a different MCO?

Enrollees still have about **60 days left** to contact the HelpLine and change to a different MCO. After that they can only change during the annual regional MCO "Open Enrollment"² period or by writing DMAS and providing "good cause" to change.

1. The enrollee can call the MCO and change their PCP at any time.

2. Open enrollment varies by region and the dates/region localities are available at:
<https://www.virginiamanagedcare.com/learn/open-enrollment>

Sample Medicaid Managed Care Enrollment Choice Letter

179-STAFFORD DSS
P.O. BOX 7
STAFFORD, VA 22555

<Date>

<CASE NAME>
<ADDRESS>
<CITY><STATE><ZIP>

MCF412A_
Case ID: xxx-xxxxxx-xxx

Dear Member,

Welcome to Cardinal Care, Virginia's Medicaid Program.

This letter tells how you will get your medical care in the Medicaid program. You and/or your family members will get health care coverage through a health plan starting <Date>.

A health plan is a group of doctors, hospitals, and specialists. They work together to give you the care you need. We chose a health plan for the members below.

You have the right to choose a different health plan

If you want to keep the health plan we chose, you do not need to do anything. Or you can choose a new health plan. You do not have to choose the same health plan for all family members.

Make health plan changes by <Date>.

Or you will have to wait until the next open enrollment period to change your health plan.

How to choose a health plan

1. Review the health plan added benefits at www.virginiamanagedcare.com.
2. Make a list of all your health care providers and places you get care. Include hospitals, doctors, specialists, pharmacies, and therapists.
3. To find out which health plans work with your providers, or to change your health plan:
 - Go to www.virginiamanagedcare.com.
 - Or call the Managed Care Helpline at **1-800-643-2273** (TTY: 1-800-817-6608). We are open Monday through Friday, 8:30 a.m. to 6:00 p.m. Interpreter services are free.
 - Or download the free **Virginia Managed Care App** on your Android or iPhone to compare health plans, find a provider and change your health plan. Search **Virginia Managed Care** on Google Play or the App Store.

Your new health plan will send you a welcome packet and member ID card

They will also call you. Be sure to show your member ID card **and** your Medicaid ID card each time you get care.

Get Healthy! The quickest way to help Virginia get back to normal is to make sure you and your family get vaccinated. Please contact your managed care organization for information on how and where to get you and your family vaccinated against COVID-19.

Name
<Recipient Name>

Recipient ID
<12-Digit Recipient ID #>

Health plan
<MCO Plan>






3.8 Sample MCO Selection Letter

Medicaid MCO Sample Added Benefits



Health plan comparison chart

Read the added benefits that each health plan offers. For questions, call us toll free at 1-800-643-2273 (TTY: 1-800-817-6608).

 <p>Aetna Aetna Better Health of Virginia</p> <p>1-800-279-1878 TTY: 711 AetnaBetterHealth.com/Virginia</p>	 <p>Anthem. HealthKeepers Plus Offered by HealthKeepers, Inc.</p> <p>1-800-901-0020 TTY: 711 anthem.com/vamedicaid</p>	 <p>MOLINA HEALTHCARE</p> <p>1-800-424-4518 TTY: 711 MolinaHealthcare.com</p>	 <p>Sentara Health Plans</p> <p>1-800-881-2166 TTY: 711 Northern VA Kaiser Permanente members: 1-855-249-5025 SentaraHealthPlans.com/members/medicaid</p>	 <p>UnitedHealthcare Community Plan</p> <p>1-844-752-9434 TTY: 711 uhccp.com/virginia</p>
<p>Adult vision and hearing</p> <ul style="list-style-type: none">1 eye exam, \$250 for glasses or contacts per year1 hearing exam, \$1,500 for hearing aids, 60 batteries per year <p>Healthy moms and kids</p> <ul style="list-style-type: none">300 free diapers, virtual baby showers, portable cribs, \$25 monthly for mom and babyFree swim lessonsMobile app with 24/7 lactation and doula support\$20 monthly for menstrual productsFree yearly sports physicals <p>Phone and online tools</p> <ul style="list-style-type: none">Free smartphone, unlimited minutes, texts, data, 10 GB hotspot <p>Wellness programs</p> <ul style="list-style-type: none">MyActiveHealth management12-week personalized weight management programWellness rewards <p>Other benefits</p> <ul style="list-style-type: none">30 free round-trip rides per year14 meals after hospital stayGED certificate incentiveTherapeutic shoes or insertsWindows, door alarms, Smart Alert app for Alzheimer'sFree mattress, bedding, \$150-\$400 per year for carpet cleaning for asthma	<p>Adult vision and hearing</p> <ul style="list-style-type: none">1 eye exam, up to \$150 for glasses or contacts per yearAdult hearing exam, \$1,000 for hearing aids, 60 batteries per year <p>Healthy moms and kids</p> <ul style="list-style-type: none">3 Baby Essential items (diapers, highchair, car seat, and more)Boys & Girls Club membership\$35 Barnes & Noble card for books <p>Phone and online tools</p> <ul style="list-style-type: none">Free Safelink phone benefitFree Chromebook for high school seniors with 3.5 GPA <p>Wellness programs</p> <ul style="list-style-type: none">\$120 for Weight Watchers (WW)[®]Up to \$50 healthy rewards24/7 physician video visits1 pair insoles, 3 pairs of socks for those with diabetic neuropathy <p>Other benefits</p> <ul style="list-style-type: none">12 rides per household per year to grocery store/food bank14 meals after hospital stay\$120 in GED testing vouchers\$25 gift card for good grades\$1000+ in coupon savings\$20 gift card for doing health screener2 items from assistive devices and wheelchair accessories catalog2 items Asthma/COPD Catalog	<p>Adult vision</p> <ul style="list-style-type: none">1 eye exam every other year, up to \$100 for glasses or contacts per year <p>Healthy moms and kids</p> <ul style="list-style-type: none">Pregnancy supplies and mobile toolsBaby showers quarterly per regionBicycle helmets for childrenFree yearly sports physicals <p>Phone and online tools</p> <ul style="list-style-type: none">Free smartphone with 350 minutes, unlimited texts, 4.5 GB data monthly <p>Wellness programs</p> <ul style="list-style-type: none">Up to \$50 healthy rewards gift cards each year after health care activity <p>Other benefits</p> <ul style="list-style-type: none">3 meals per day, up to 5 days delivered to home for member and 1 family member after hospital stayOnline directory of community services and organizationsSaveAround retail coupon book with over \$2500 in savings.MyMolina mobile app accessBackpack with supplies for foster children leaving foster care or adults with frequent or avoidable emergency room visits	<p>Adult vision</p> <ul style="list-style-type: none">1 eye exam, \$100 for frames per year <p>Healthy moms and kids</p> <ul style="list-style-type: none">Maternal health programs and baby showers with up to \$75 raffle gift400 free diapers (restrictions apply)Grocery card for pregnant moms (restrictions apply)Free yearly sports physicals <p>Phone and online tools</p> <ul style="list-style-type: none">Free smartphone with 350 minutes, unlimited texts, 4.5 GB data monthlyFree unlimited wireless, texts, minutes and hotspot (1 per household) <p>Wellness programs</p> <ul style="list-style-type: none">Up to \$50 wellness rewardsWeight managementFinancial wellness programPedometer <p>Other benefits</p> <ul style="list-style-type: none">24 free round-trip rides per year to grocery stores and moreUp to 56 meals delivered to home after hospital stayUp to \$275 for GED prep, testUp to \$75 for college application help (restrictions apply)Free mattress cover, pillowcase for those with asthmaMemory alarms, devices for dementia/memory loss	<p>Adult vision</p> <ul style="list-style-type: none">1 eye exam per year, glasses 2 years <p>Healthy moms and kids</p> <ul style="list-style-type: none">Up to \$100 Healthy First Steps maternity program rewardsMeals sent home after deliveryPeriod underwear, those ages 11-49 who qualifyUp to \$100 vaccine incentives at Footlocker[®] up to age 18Boys & Girls Club membershipFree yearly sports physicals, ages 5-18 <p>Phone and online tools</p> <ul style="list-style-type: none">Free smartphone with unlimited minutes, texts, 10 GB hotspot monthlySelf Care[®] app for stress, anxiety, depression support <p>Wellness programs</p> <ul style="list-style-type: none">Free gym membership to 300+ gyms and local YMCAs14,000 free virtual fitness choices13 Weight Watchers (WW)[®] vouchersUp to \$50 healthy rewards <p>Other benefits</p> <ul style="list-style-type: none">12 free round-trip rides to places of worship, grocery, DMV, DSS, library14 meals delivered to home after hospital stayGED certificate assistanceHousing application assistanceMattress cover for those with asthma

Medicaid Covered Services

(Covered Services for Medicaid Expansion for Adults, FAMIS Plus, LIFC, FFC, Medicaid for Pregnant Women, FAMIS MOMS, and FAMIS Prenatal Coverage)

Addiction and Recovery Treatment Services (ARTS)

Evidence-based and community based-addiction treatment services including: inpatient detox, residential treatment, partial hospitalization, intensive outpatient programs, opioid treatment programs, case management and peer recovery supports.

BabyCare (High Risk Pregnancy & Infant Program*)

The BabyCare program, for pregnant women and infants up to age 2 who are enrolled in Medicaid/FAMIS Plus or FAMIS MOMS/FAMIS Prenatal Coverage/FAMIS, helps pregnant women to determine if they have modifiable health risks or special needs. A nurse or social worker will evaluate the member to screen for potential health risks for either the pregnant woman or her baby. BabyCare services continue up to 60 days post-partum. Services may also be initiated or continued for newborns and babies up to age 2. BabyCare services may include:

- Prenatal education for a variety of topics including tobacco cessation, preparation for childbirth, and parenting
- Nutritional assessment and counseling
- Homemaker services to members for whom the physician has ordered complete bed rest
- Substance Abuse Treatment Services

**Participating MCOs also have their own programs that cover similar services.*

Breast Pumps and Supplies and Lactation Consultation Services

Face-to-face breastfeeding consultation services, breast pumps and supplies are covered for Medicaid for Pregnant Women, FAMIS MOMS, FAMIS Prenatal Coverage, FAMIS, and FAMIS Plus recipients. Covered breast pumps include: manual single user (purchase); electric single user (purchase); hospital grade multi-user (rental only); and milk collection kits for use with pumps (purchase). If enrolled with an MCO, contact Member Services to access these services. If enrolled in fee-for-service, ask the participating provider regarding ordering these services.

Certified Nurse Midwife Services

Covered as allowed under State licensure requirements and Federal Law.

Clinic Services

All clinic services which are defined as preventive, diagnostic, therapeutic, rehabilitative, or palliative services, including renal dialysis clinics are covered.

Court Ordered Services

All medically necessary court ordered services are covered.

Dental Care Services – (Smiles For Children Program managed by DentaQuest 1-888-912-3456)

Dental services are available to Medicaid and FAMIS program recipients **via** the **Smiles For Children (SFC)** program managed by DentaQuest, DMAS's dental benefits Administrator. Also included is medically necessary oral surgery and associated diagnostic services.

Once a child/pregnant woman/adult is enrolled in FAMIS Plus/Medicaid/FAMIS MOMS/FAMIS Prenatal Coverage program, they are automatically enrolled in SFC as well. SFC covers all the services listed below when provided by a dentist that participates in Smiles For Children. Members will receive a separate *Smiles For Children* handbook detailing the program, covered services, how to find a dentist, what to do in an emergency, etc. Recipients access services by seeing a SFC dentist and showing either their DMAS ID Card or MCO card. Transportation to dental appointments is available if necessary, contact the MCO 24-48 hours prior to the dental appointment to arrange transportation. To find a dentist, call 1-888-912-3456 between 8AM and 6PM, Monday through Friday, or look at the listings posted on www.dmas.virginia.gov or <https://dentaquest.com/state-plans/regions/virginia/member-page/>. **There are no costs for services accessed through the SFC Program.**

Covered services are: fluoride (every 6 months), sealants, cleanings (every 6 months), space maintainers, X-rays, fillings, crowns (some caps), extractions, anesthesia, root canal treatments, oral disease services, and braces (if qualified). Routine diagnostic, preventative, primary and prosthetic and complex restorative

3.10 Medicaid Covered Services

procedures necessary for oral health (i.e. dentures, inlays, onlays, crowns and relining of dentures for a better fit) are covered. Tooth guidance appliances, complete and partial dentures, surgical preparation for prosthetics, single permanent crowns, and bridges are also covered, but can be subject to prior authorization. Routine bases under restorations are not covered. For recipients under age 21, full banded orthodontics and related services are covered when medically necessary. Post treatment stabilization retainers and follow-up visits are included. Some services require pre-authorization.

Medically necessary oral surgery is covered. Medically necessary anesthesia and hospitalization services are covered by the MCO when it is determined such services are required to provide dental care. The MCO will also cover any needed transportation to services and medications.

Doula Services

Doula services will be used to provide support for pregnant individuals throughout the perinatal period. Includes prenatal and postpartum visits and support during labor and delivery. Doulas offer support, guidance, evidence-based education, practical support during childbirth, and linkages to community-based resources. A licensed practitioner's recommendation is necessary prior to a Doula providing this care to a member under the VA Medicaid program.

Early Intervention Services

Are covered for FAMIS Plus/Medicaid children via the MCO. Case management and other services designed to meet the developmental needs of infants or toddlers with a developmental delay up to age three.

EPSDT (Early Periodic Screening, Diagnosis and Treatment)

A special program eligible to FAMIS Plus/Medicaid enrollees under age 21 that helps to detect and treat health care problems early via regular medical, dental, vision and hearing check-ups. Examination and treatment services are provided at no cost to the recipient. The recipient's primary care provider should provide the medical check-up. Anything diagnosed during an EPSDT screening will be treated, even if the treatment is not normally covered by FAMIS Plus/Medicaid. Inter-periodic screening is available upon request of the caretaker. The schedule for routine checkups follows the recommendations of the American Academy of Pediatrics. Medicaid for Pregnant Women, FAMIS MOMS/FAMIS Prenatal Coverage, LIFC, and FFC recipients under age 21 are also eligible for EPSDT benefits.

EPSDT checkups include:

- Comprehensive unclothed physical exam
- Patient and family medical history including identifying risk factors for health and mental health status
- Developmental, vision and hearing Screening
- Preventive laboratory services, including mandatory lead testing at 12 and 24 months of age.
- Age appropriate immunizations
- Referral to a dentist at age 1
- Age appropriate anticipatory guidance/health counseling
- Referrals for medical necessary health and mental health treatment

Family-Planning Services/Birth Control

Covered services include drugs, supplies, and devices which delay or prevent pregnancy provided under the supervision of a doctor for members of child-bearing age. These services may be provided by network or out-of-network providers. Also includes certain elective sterilization procedures (for men and women). Coverage of such services does not include services to treat infertility or services to promote fertility.

HIV Treatment and Counseling for Pregnant Women

These services are covered in compliance with State requirements governing HIV testing and treatment counseling.

Home Health Services

These services (nursing, rehabilitative therapies, and home health aide services) are covered when provided by an authorized home health agency under a plan of treatment prescribed by a doctor up to a specified number of visits. At least 32 home health aide visits/year are allowed. Skilled home health visits are limited based upon medical necessity.

Hospice Services (Via Fee-For-Service, not via MCO)

Hospice services (palliative as well as curative) offered in certified, Medicaid-enrolled hospices to care for terminally ill patients expected to live no more than six-months, as certified by a physician, are covered.

Hospital Care:***Inpatient***

Inpatient stays in a general acute care or rehabilitative hospital are covered.

Outpatient

Treatment in the doctor's office or for outpatient hospital clinic services that allow the recipient to return home the same day after the test or operation is over are covered. Some operations and tests must be performed in the doctor's office or outpatient clinic, as outpatient surgery. The doctor or hospital may not bill the recipient if FAMIS/Medicaid denies payment because the recipient did not need to stay in the hospital overnight, unless it was the recipient's choice to stay overnight and the recipient agreed to pay for the hospital stay.

Emergency Room

Emergency room treatment and transportation for real emergencies are covered. Recipients are expected to go to a clinic or make a doctor's appointment for routine, non-emergency medical care. Non-emergency use of the emergency room is monitored and could lead to placement in the Client Medical Management Program.

Immunizations/Vaccines

All necessary immunizations are covered for children, consistent with the US Centers for Disease Control and Prevention (CDC) guidelines. No immunizations are available for pregnant women or LIFC/FFC recipients over age 21 except for flu or pneumonia for those at-risk. Several additional immunizations are available to the New Health Coverage for Adult recipients only. Includes coverage for COVID-19 vaccines.

Laboratory, X-ray, and Anesthesia Services

FAMIS Plus/Medicaid/FAMIS MOMS and FAMIS Prenatal Coverage covers all laboratory, x-ray, and anesthesia services directed or performed within the scope of the license of a practitioner in appropriate settings, including physician's office, hospital, independent and clinical reference labs.

Medicaid Home and Community Based Waivered Services:

Services are available for children with specific health related needs that are not available to all Medicaid/FAMIS Plus recipients in the State. The Home and Community Based Waivers that primarily impact children include the Elderly or Disabled with Consumer Direction (EDCD) waiver; Developmental Disabilities (DD) Waiver; Intellectual Disability (ID) Waiver; and the Technology Assisted (Tech) Waiver.

These Waivers cover a variety of services, including but not limited to:

- Personal care;
- Skilled and private duty nursing;
- Assistive Technology;
- Case management;
- Crisis stabilization, and
- Respite care.

Medical Supplies and Equipment

Supplies and equipment are covered when suitable for use in the home and ordered by a physician as medically necessary. Examples of covered supplies are: ostomy supplies, oxygen, respiratory equipment, and home dialysis equipment and supplies. Nutritional supplements and supplies for children and adults are covered. Specially manufactured DME equipment is covered when preauthorized. No maximum benefit limits.

Mental Health Treatment Services***Outpatient mental health services***

FAMIS Plus/Medicaid/FAMIS MOMS/FAMIS Prenatal Coverage will cover medically necessary outpatient individual, family and group mental health treatment services. Additional community mental health and rehabilitative services include: intensive in home treatment, therapeutic day treatment, crisis intervention, crisis stabilization, mental health support services and case management services. If mental health services are deemed necessary due to an EPSDT screening, all medically necessary care will be delivered. Includes Electroconvulsive Therapy, pharmacological management, psychological/neuropsychological testing, psychotherapy (individual, group and family).

Inpatient mental health services

Medically necessary inpatient mental health services rendered in a freestanding psychiatric hospital are covered for recipients under age 21 or over age 64. For members 21-64, MCO may cover up to 15 days in a calendar month in an IMD. Medically necessary inpatient psychiatric care rendered in a psychiatric unit of a general acute care hospital shall be covered for all enrollees, regardless of age.

3.12 Medicaid Covered Services

Community Mental Health Rehabilitation Services (CMHRS)

The following services are covered: behavioral health therapy services, crisis intervention services (available 24/7), crisis stabilization services, day treatment/partial hospitalization, intensive community treatment assessment and treatment services, intensive in-home assessment and treatment services, mental health case management services, mental health skill-building assessment and treatment services, psychosocial rehabilitation assessment and treatment services (limit 936 units annually), and peer support services (for children and adults). Therapeutic day treatment for children and adolescents and treatment foster care case management for children under 21 years.

Six New Mental Health Services (effective December 1, 2021):

- **Multisystemic Therapy:** Intensive family and community-based treatment for youth ages 11-18 with significant disruptive behaviors and substance use disorders.
- **Functional Family Therapy:** Short-term treatment for youth ages 11-18 with significant disruptive behaviors who have received referrals from juvenile justice, behavioral health, school or child welfare systems.
- **Mobile Crisis Response:** 24/7 rapid response, assessment and early intervention for individuals experiencing a behavioral health crisis.
- **Community Stabilization:** Short-term support for individuals who recently required crisis services or who need assistance to avoid escalation to more intensive treatment models.
- **23-Hour Crisis Stabilization:** Up to 23 hours of crisis stabilization services in a community-based setting for individuals experiencing an acute behavioral health emergency.
- **Residential Crisis Stabilization Unit:** Short-term, 24/7 residential evaluation and intervention for psychiatric and substance use crises. This new service enables some individuals to avoid inpatient admission and offers stepdown support for others who require hospitalization.

Nutritional Counseling (Individual & Group)

Covered for New Adult Coverage recipients who are obese or have a chronic disease, available individually and/or in a group setting.

Organ Transplants

Transplant services for children and adults, for kidneys, corneas, hearts, lungs and livers (from living or cadaver donors), and bone marrow/stem cell shall be covered when medically necessary and based on evidence based clinical standards of care. Necessary procurement/donor related services are covered. Transplant services for children (under 21 years of age) shall be covered per EPSDT guidelines. No experimental or investigational transplants are covered.

Out-of-State Medical Coverage

Virginia Medicaid/FAMIS Plus/FAMIS MOMS/FAMIS Prenatal Coverage/LIFC/FFC covers emergency medical services while an enrolled person is temporarily outside of the state, if the provider agrees to bill Virginia Medicaid. It will not cover services rendered outside of the United States. Contact the MCO regarding procedures for out-of-state treatment.

Personal Care

These services are provided for individuals of any age enrolled in a Home or Community Based Waiver who meet established medical necessity criteria, and for members under the age of 21 under EPSDT. Support services to assist with activities of daily living (bathing, dressing, toileting, transferring, eating, bowel and bladder continence necessary to maintain health and safety), monitoring of self-administered medications, and the monitoring of health status and physical condition. Services do not take the place of informal support systems.

Physical Therapy, Occupational Therapy, Speech Pathology and Audiology Services

Inpatient, outpatient and home health physical and occupational therapy, speech pathology, and audiology services are covered. This includes coverage for acute and non-acute conditions and may be limited based upon medical necessity. No maximum benefits on PT, OT, SLP or Audiology services.

Physician's Services

Doctor's, or physician extender's, services both in the hospital and in the doctor's office are covered including routine physicals up to age 21 under EPSDT. Most visits to the doctor's office for treatment are covered.

Podiatry Services (foot care)

FAMIS Plus/Medicaid coverage is limited to diagnostic, medical, or surgical treatment of disease, injury or defects of the foot. Routine and preventive foot care is not covered.

Pregnancy-Related Services

MCOs cover services for pregnant women without copays, including smoking cessation services (counseling and needed medications) The MCO provides additional services including: parenting education, nutritional assessment, counseling and follow-up, homemaker services, and blood glucose meters. Nurse Midwife Services are covered as allowed under State licensure requirements and Federal law. Coverage continues through the post-partum period. (See BabyCare for case management services information.)

Prescription Drugs

FAMIS Plus/Medicaid/FAMIS MOMS/FAMIS Prenatal Coverage covers most prescription drug products, including certain over-the-counter drugs covered for nursing home patients and for most FAMIS/Medicaid patients. This includes medicine prescribed by a provider during a physician visit, or other visit covered by third party payer including mental health visits. There is a preferred drug list (PDL). Drugs not on the PDL may be covered if pre-authorized. According to federal law, certain kinds of drugs are not covered (for example drugs used for cosmetic purposes, drugs determined to be less than effective – DESI drugs).

Prosthetic/Orthotic Devices

Such devices (arms and legs and their supportive attachments, breasts, and eye prosthesis) are covered when prescribed by a physician as medically necessary. Medically necessary orthotics for children under age 21 and for adults and kids when recommended as part of an intensive rehabilitation program are also covered.

Renal (Kidney) Dialysis Clinic Visits

Dialysis is covered for recipients with end-stage renal disease.

Screenings

Colorectal cancer screenings are covered in accordance with the most recently published recommendations established by the American Cancer Society, for the ages, family histories, and frequencies referenced in such recommendations. Low dose screening mammograms for determining presence of occult breast cancer for enrollees 40 and over are covered. Pap smears are covered consistent with guidelines published by the American Cancer Society. Screening Prostate Specific Antigen (PSA) and related digital rectal exams (DRE) to screen males for prostate cancer are covered.

School Health Services (LEA-Based Services)

Services are those therapy, skilled nursing, and psychiatric/psychological services as outlined in the Individual Education Program (IEP) and rendered to children who qualify under the federal Individual with Disabilities Education Act. Billed directly to DMAS Fee-for-Service, not through the MCO. EPSDT screenings for the general Medicaid student population are covered.

Substance Abuse Treatment Services for Pregnant and Postpartum Women

Coverage includes residential treatment (up to 300 days per pregnancy, not to exceed 60 days postpartum) and day treatment (2 or more hours/day, multiple times per week, not to exceed ~ 200 hours per pregnancy or 60 days postpartum) for pregnant and postpartum women with serious substance abuse problems for the purpose of improving the pregnancy outcome, treating the substance abuse disorder, strengthening the maternal relationship with existing children and the infant, and achieving and maintaining a sober and drug-free lifestyle. Includes education and referral for testing, counseling and management of HIV, tuberculosis, and hepatitis.

Telemedicine Services

Telemedicine services that are medically necessary are covered. Telemedicine is defined as the real time or near real time two-way transfer of medical data and information using an interactive audio/video connection for the purposes of medical diagnosis and treatment services.

Tobacco Dependence Treatment

Includes counseling and pharmacotherapy at no cost for pregnant women for smoking cessation treatment. These services are available to children and adolescents up to age 21 via EPSDT. Services are included for New Adult Coverage recipients.

3.14 Medicaid Covered Services

Transportation

Emergency

Pays for emergency transportation to receive medical and mental health treatment.

Non-Emergency

Pays for non-emergency transportation if the client has no other transportation available and the transportation is to the nearest enrolled FAMIS Plus/Medicaid provider for a covered medical service. Recipients enrolled in MCOs should arrange transportation through their MCO. The MCO may also cover additional transportation services as an added benefit (i.e. rides to Food banks, etc.)

FAMIS Plus/Medicaid/FAMIS MOMS/FAMIS Prenatal Coverage/LIFC/FFC recipients with Fee-for-Service Medicaid access non-emergency transportation services through LogistiCare, a transportation “broker” under contract with DMAS. The client can contact LogistiCare at (866) 386-8331 who will then make the trip arrangements and pay the transportation provider. The recipient will receive specific information on this service when they are enrolled in state-sponsored coverage.

Vision Services

Vision services including diagnostic examination and optometric treatment procedures and services by ophthalmologists, optometrists, and opticians are covered. Routine eye examinations for recipients of any age (limited to once every 2 years) are covered. Eyeglasses are covered for recipients younger than 21 years of age only.

Wellness Exam

Annual adult wellness exam is covered, included an expanded list of adult vaccines.

MedEx, FAMIS Plus, Medicaid for Pregnant Women, FAMIS MOMS, FAMIS Prenatal Coverage, LIFC, and FFC do NOT cover the following services:

- Abortions, unless the pregnancy is life-threatening
- Acupuncture
- Artificial insemination, in-vitro fertilization, or other services to promote fertility
- Certain experimental surgical and diagnostic procedures
- Chiropractic services (except as provided through EPSDT)
- Christian Science Nurses and Christian Science Sanatoria
- Cosmetic treatment or surgery
- Day care, including sitter services for the elderly (except some home- and community-based service waivers)
- Doctor services during non-covered hospital days
- Drugs prescribed to treat hair loss or to bleach skin
- Friday or Saturday hospital admission for non-emergency reasons or admission for more than one day prior to surgery unless the admission on those days is preauthorized
- Hospital charges for days of care not authorized for coverage
- Immunizations for people age 21 or older (except for flu and pneumonia for those at risk)
- Inpatient hospital care in an institution for the treatment of mental disease for members under age 65 (unless they are under age 22 and receiving inpatient psychiatric services)
- Medical care received from providers not enrolled in Virginia Medicaid or who will not accept payment from Virginia Medicaid as payment in full
- Private duty nursing (except under EPSDT or Home and Community Based Waiver programs)
- Psychological testing done for school purposes, educational diagnosis, school or institution admission and/or placement, or upon court order
- Remedial education
- Routine school or sports physicals (unless an added benefit provided by the MCO)
- Sterilization of recipients younger than age 21
- Weight loss clinic programs

Part II: FAMIS

Once Approved

The family will receive a *Notice of Action on Benefits* from their child's LDSS or the Cover Virginia CPU. It will include information on choosing their MCO via the Cover Virginia Call Center. ([A sample Notice of Action is on Page 2.35](#))

In a separate mailing, the family will receive a permanent plastic Cardinal Care ID card from DMAS for each enrolled child. This card enables FAMIS children to receive services from any FAMIS/FAMIS Plus/Medicaid provider until they are enrolled in the Managed Care Organization that will manage their ongoing care. This period is called "fee-for-service." Enrollment into a MCO usually takes less than 30 days. Once enrolled in the MCO, the family will still use the DMAS/Cardinal Care ID card for certain services not available through the MCO (e.g. school-based services and dental care). ([A sample of this card is on page 3.1](#))

In an additional mailing from DentaQuest, the family will receive information on *Smiles For Children* directing them to visit its website for the dental handbook and a directory of general and pediatric dentists participating in the program.

Selecting a Provider

In their *Notice of Action*, the family will be given instructions on **how to choose their child's MCO by contacting the Cover Virginia Call Center (CVCC)** at (855) 242-8282. A family may choose the same MCO for all the children in the family, or different MCO's for each, depending on their circumstance, such as a doctor's or provider's participation in an MCO. Included with the *Notice* is a comparison chart listing all five health plans available and any extra "added benefits" they provide. These are the same five MCOs listed on [page 3.2](#).

If the family does not call to choose their child's MCO, one will be assigned to them. ([For added clarification on this process see pages 3.21. For the FAMIS MCO Sample Added Benefits see page 3.22](#))

The family will receive several items from their MCO:

- An MCO ID Card
- A member handbook, and
- A provider directory.

Once this information is received, the family is told to contact their MCO to choose their Primary Care Provider (PCP). The MCO then reissues the child's MCO insurance card. This card is good for the remainder of the child's 12 month enrollment period. The card will include the name of the child's PCP, the PCP's telephone number, and the MCO's identification number.

For 90 days from their initial enrollment in the MCO, **the family can still change their child's MCO by calling the Cover Virginia Call Center.** Once the 90 days has passed, the family can only change their child's MCO at annual renewal of the FAMIS coverage or, if needed sooner, by formally requesting a change and demonstrating "good cause" as to why they should be allowed to switch their child's MCOs.

When the child's FAMIS eligibility is renewed each year, the family will have the chance to switch the child to another MCO or remain with the current health plan. If the family does not proactively make a change at that time, the child will remain with the same MCO.

Using the Cardinal Care and the MCO Health Insurance Cards

When the family receives the child's DMAS/Cardinal Care ID card, they should check the information on it to be sure it is correct. If it is not correct, they must inform the Cover Virginia Call Center at (855) 242-8282 of any needed changes or corrections. If there are errors on the MCO card, they should contact their child's MCO.

It is the family's responsibility to show their child's DMAS/Cardinal Care ID card **and** the MCO ID card to providers each time medical services are received. The provider uses the information on both cards to verify program enrollment prior to delivering services. Failure to present the cards at the time of service may result in the parent or legal guardian being held responsible for any incurred expenses.

The family should stop using both the DMAS/Cardinal Care ID card and the MCO card immediately if notified by the State that the child is no longer eligible for the program. However, the family should keep the DMAS/Cardinal Care ID card in case the child becomes eligible for the program again at some future date. It can be reactivated.

The family should **report the loss or theft of their child's DMAS/Cardinal Care ID to the Cover Virginia Call Center or LDSS immediately.** A listing of the 120 LDSSs is included in [Section 5](#) of this *Tool Kit*. If the **MCO card is lost or stolen**, this should be reported to the MCO. These cards should never be lent to anyone.

Covered Services Overview

FAMIS children receive a package of benefits that looks a lot like the type of coverage generally available in a comprehensive private health insurance plan. In fact, the FAMIS benefit package is modeled after the state employee health insurance plan. While many medical services are covered, some have annual "caps" or limits on the amount of service. Unlike FAMIS Plus, non-emergency transportation is not covered as an ongoing benefit. Although "well-child" examinations are covered up to age 19, the services provided are slightly less extensive than the FAMIS Plus/Medicaid EPSDT program. Non-

emergency transportation and EPSDT are only available to FAMIS children during the initial 30-day fee-for-service period. A complete listing of *FAMIS Covered Services* begins on [page 3.23](#).

Children may receive additional benefits provided by the MCO in which they are enrolled. These may include things like: case management, health education and disease management services, 24-hour nurse advice line, and free sports physicals.

Note: Families should be made aware that some services may not be fully paid by FAMIS (i.e. FAMIS pays \$25 for eyeglass frames, any cost over this amount is the family's responsibility).

Period of Coverage and Reporting Requirements

When a FAMIS application is approved, health coverage is **retroactive to the 1st day of the month of application**. For example, if the signed and completed application is received on June 14th and the child is approved and enrolled, the coverage is effective June 1st. In the case of a family applying for a **newborn**, coverage would begin **on the date of birth if the application is filed in the birth month (or within 3 months of the date of birth provided the question about help paying for medical bills on the application is completed)**.

A child is guaranteed **12 months of continuous coverage unless the child moves out of state, turns 19, or the parent/caretaker requests a termination of coverage**. If no changes occur, eligibility for FAMIS is reevaluated after 12 months.

If a child is **moving out of state**, this must be reported to the family's local DSS in writing, to the Cover Virginia Call Center by calling (855) 242-8282, or online via the CommonHelp Customer Portal.

When a child turns 19 his/her FAMIS coverage will be automatically cancelled at the end of the birth month. At that time, s/he will be reevaluated for ongoing coverage in any other available state-sponsored health coverage category.

The **pregnancy** of a teen on FAMIS must be reported **so that coverage can be switched to FAMIS MOMS** for the duration of the pregnancy and the 12 months postpartum coverage.

Note: Reporting a **change of address** is especially important because DSS needs a correct address to be able to deliver any renewal information in a timely manner.

Annual Renewal *(An example of the renewal form is located on pages 3.45-3.64)*

Eligibility for FAMIS must be renewed every 12 months. LDSS will initiate an "Ex Parte" renewal. If current income information can be electronically verified as "reasonably compatible" with the prior year's income and the income is still within program guidelines, the family will be sent a *Notice of*

Action indicating that coverage has been renewed for an additional year.
([A sample renewal approval notice is on pages 3.37-3.40](#))

If the electronic income data is not “reasonably compatible” with the information in the recipient’s file, a paper renewal application will be issued. Approximately **45 days prior to the child’s renewal month**, the family will be sent a 16+ page renewal form pre-populated with the family’s household and income information. If a family has indicated Spanish as their primary language, a pre-populated form in Spanish will be sent.

The family will have **30 days from the receipt of the form** to look it over, correct any errors, add any missing information, sign it, and return it to the state for processing. They can return it via mail (in the envelope provided), hand-deliver it to the local DSS, or call the CVCC and report the renewal information via phone. The family can also go online to CommonHelp and report the information there if after approval for the program they linked their child’s case. Instructions on how to link a case in CommonHelp are in [Section 5](#).

Once the family returns the information via paper, phone, or online, the local DSS will use it to redetermine eligibility. If the LDSS still needs additional information, the LDSS worker will contact the family in writing asking for the needed verifications. If the child is still eligible, the family will get a *Notice of Action* stating that coverage has been renewed and giving new dates of coverage.

If the family **fails to return the form** by the due date, a **cancellation notice will be mailed**. Coverage will be cancelled effective the end of the renewal month. It is important to note, however, that the family **still has an additional 90 days to return the form and coverage can be reinstated**. If the renewal is returned after that additional 90-day period, coverage cannot be reinstated, and the family will have to file a new application. ([A sample cancellation notice is on page 3.41](#))

Many children are terminated from FAMIS at renewal time because of the family’s failure to complete the process. A child cancelled from FAMIS for failure to complete annual renewal may reapply for FAMIS at any time.

During the renewal process, the eligibility worker may determine that the child is eligible for FAMIS Plus instead, or is not eligible for FAMIS anymore. If he/she is now eligible for FAMIS Plus, the child will be enrolled in that program. If the child is not eligible for either FAMIS or FAMIS Plus (i.e. the family’s income has risen above 205% of FPL), FAMIS coverage will be cancelled. The LDSS will send the family’s application information to the Health Insurance Marketplace so the family may be evaluated for financial assistance toward purchasing private coverage available via the Marketplace. Losing coverage at annual renewal opens a Special Enrollment Period with the Marketplace allowing the family to shop for private coverage, if eligible.

Coverage ends the last day of the month in which the child **turns 19**. At that time, he/she will be reevaluated for ongoing coverage in any other available state-sponsored health coverage category.

Managed Care Enrollment - FAMIS, FAMIS MOMS, and FAMIS Prenatal Coverage

Information on choosing an MCO is included in the *Notice of Action on Benefits* from LDSS or the CVCC giving up to **30 days** for the child's family or the pregnant individual to choose an MCO (list of MCO choices provided). The family/individual is told that if they do not call the Cover Virginia Call Center during that time, they will be assigned an MCO.

Did the enrollee call the Cover Virginia Call Center?

YES

DMAS assigns MCO of choice.

MCO welcome packet sent
(ID Card, provider directory,
and handbook).

MCO assigns a PCP.¹

NO

DMAS assigns an MCO.

MCO welcome packet sent
(ID Card, provider directory,
and handbook).

MCO assigns a PCP.¹

Do They Want to change to another MCO?

Enrollees still have about **60 days** left to call and change to a different MCO. After that, change can only happen at the time of program renewal² or by writing DMAS and providing "good cause" to change.






1. The family can call the MCO and change their child's PCP at any time.
2. There is no program renewal for FAMIS MOMS or FAMIS Prenatal Coverage.

FAMIS, FAMIS MOMS and FAMIS Prenatal MCO Sample Added Benefits



Health plan comparison chart

Read the **added benefits** that each health plan offers. For questions, call us toll free at **1-833-522-5582** (TTY: 1-888-221-1590).

 <p>Aetna Aetna Better Health of Virginia</p> <p>1-800-279-1878 TTY: 711 AetnaBetterHealth.com/Virginia</p>	 <p>Anthem. HealthKeepers Plus Offered by HealthKeepers, Inc.</p> <p>1-800-901-0020 TTY: 711 Anthem.com/VAMedicaid</p>	 <p>MOLINA HEALTHCARE</p> <p>1-800-424-4518 TTY: 711 MolinaHealthCare.com</p>	 <p>Sentara Health Plans</p> <p>1-800-881-2166 TTY: 711 Northern VA Kaiser Permanente members: 1-855-249-5025 SentaraHealthPlans.com/members/medicaid</p>	 <p>UnitedHealthcare Community Plan</p> <p>1-844-752-9434 TTY: 711 Uhhccp.com/Virginia</p>
<p>Healthy moms and kids</p> <ul style="list-style-type: none"> ▪ \$25 monthly stipend, 300 free diapers, virtual baby showers, portable cribs ▪ \$20 monthly for menstrual care products ▪ Free swim lessons for children ▪ Mobile app: 24/7 lactation / doula support ▪ \$50 Healthy Food card for eligible members ▪ Free yearly youth sports physical <p>Phone</p> <ul style="list-style-type: none"> ▪ Free smartphone with unlimited minutes, texts, data, 10 GB hotspot data monthly <p>Vision</p> <ul style="list-style-type: none"> ▪ 1 eye exam and up to \$250 for glasses or contacts each year <p>Wellness</p> <ul style="list-style-type: none"> ▪ Custom weight management program ▪ Wellness rewards <p>Other benefits</p> <ul style="list-style-type: none"> ▪ 30 free recreational round-trip rides/year ▪ 14 meals to home after hospital stay ▪ GED training and career support ▪ Free bedding and carpet cleaning for members with asthma 	<p>Healthy moms and kids</p> <ul style="list-style-type: none"> ▪ 3 Baby Essential items (diapers, highchair, car seat, and more) ▪ Free Boys & Girls Club membership ▪ \$35 Barnes & Noble card for books ▪ Free yearly youth sports physical <p>Phone</p> <ul style="list-style-type: none"> ▪ Free smartphone with unlimited minutes, texts, data, 10 GB hotspot data monthly <p>Wellness</p> <ul style="list-style-type: none"> ▪ 24/7 doctor video visits ▪ Up to \$50 gift card per goal <p>Other benefits</p> <ul style="list-style-type: none"> ▪ 12 free rides to grocery store, food bank per year ▪ 14 meals to home after hospital stay ▪ 4 GED testing vouchers, \$120 value ▪ \$25 gift card for good grades ▪ Free Chromebook for high school seniors with 3.5 GPA ▪ \$1000+ in coupon savings ▪ \$20 Walmart gift card for completing health screener ▪ 2 products from our Asthma and COPD Relief Catalog 	<p>Healthy moms and kids</p> <ul style="list-style-type: none"> ▪ Welcome Baby kits and mobile tools ▪ Member baby showers hosted every 3 months per region ▪ \$50 in maternity incentives ▪ \$25 in incentives for childhood vaccines ▪ Bicycle helmets for children ▪ Free yearly youth sports physical <p>Phone</p> <ul style="list-style-type: none"> ▪ Free smartphone with 350 minutes, unlimited texts, 4.5 GB data monthly ▪ MyMolina mobile App <p>Vision</p> <ul style="list-style-type: none"> ▪ 1 eye exam every other year and up to \$100 for glasses (frames and lenses) or contacts each year ▪ \$20 for diabetic eye exam <p>Wellness</p> <ul style="list-style-type: none"> ▪ Up to \$50 Healthy Rewards gift card ▪ Yearly routine physicals for adults ▪ Specialized health programs (restrictions apply) <p>Other benefits</p> <ul style="list-style-type: none"> ▪ Fresh meals to home after hospital stay ▪ SaveAround retail coupon book ▪ Online member tools 	<p>Healthy moms and kids</p> <ul style="list-style-type: none"> ▪ Grocery card for pregnant moms (restrictions apply) ▪ Maternal health programs and baby showers with up to \$75 raffle gift ▪ 400 free diapers (restrictions apply) ▪ Free yearly youth sports physical <p>Phone</p> <ul style="list-style-type: none"> ▪ Free smartphone with 350 minutes, unlimited texts, 4.5 GB data monthly and hotspot (1 per household) <p>Vision</p> <ul style="list-style-type: none"> ▪ 1 eye exam and \$100 for frames each year <p>Wellness</p> <ul style="list-style-type: none"> ▪ Up to \$50 wellness rewards ▪ Weight management <p>Other benefits</p> <ul style="list-style-type: none"> ▪ Up to 56 meals to home after hospital stay ▪ Up to \$275 for GED prep, test (restrictions apply) ▪ Up to \$75 college application help (restrictions apply) ▪ Free mattress cover, pillowcase for members with asthma 	<p>Healthy moms and kids</p> <ul style="list-style-type: none"> ▪ Up to \$100 maternity program rewards ▪ Free Boys & Girls Club membership ▪ Up to \$100 Footlocker® vaccine incentives, up to age 18 ▪ On My Way™ teens' interactive website ▪ Free yearly youth sports physical <p>Phone</p> <ul style="list-style-type: none"> ▪ Free smartphone with unlimited minutes, texts, 10 GB hotspot data monthly <p>Wellness</p> <ul style="list-style-type: none"> ▪ Free gym membership to 300+ gyms, local YMCAs ages 18+ ▪ 13 WW® (Weight Watchers) vouchers ▪ Up to \$50 healthy rewards ▪ Period underwear, ages 11-49 who qualify ▪ Self Care® app for stress, anxiety, and depression support <p>Other benefits</p> <ul style="list-style-type: none"> ▪ GED certificate assistance ▪ 12 free round-trip rides to places of worship, grocery, DSS, library ▪ Housing application assistance ▪ 14 meals to home after hospital stay ▪ Mattress cover for those with asthma

FAMIS Covered Services

General Notes:

Except where noted, these services are delivered by the 5 Medicaid/FAMIS Managed Care Organizations (MCOs).

Additional services available through the MCOs may include: free smartphones, free sports physicals, case management, health education and disease management services, skilled nursing services, and a 24-hour nurse advice phone line.

Ambulance

Professional ambulance services when medically necessary are covered when used locally or from a covered facility or provider office. This includes ambulance services for transportation between local hospitals when medically necessary. The ambulance service must be prearranged by the Primary Care Physician and authorized by the MCO if, because of the member's medical condition, the member cannot ride safely in a car when going to the provider's office or to the outpatient department of the hospital. Ambulance services will be covered if the member's condition suddenly becomes worse and must go to a local hospital's emergency room. For coverage of ambulance services, the trip to the facility or office must be to the nearest one recognized by the MCO as having services adequate to treat the member's condition. The services received in that facility or provider's office must be covered services; and if the MCO or the Department requests it, the attending provider must explain why the member could not have been transported in a private car or by any other less expensive means. **Transportation services are not provided for routine access to and from providers of covered medical services, unless covered by the MCO as an added benefit.**

Chiropractic Services

Medically necessary spinal manipulation and outpatient chiropractic services rendered for the treatment of illness or injury are covered. Services capped at \$500 per enrollee per calendar year.

Clinic Services

Preventive, diagnostic, therapeutic, rehabilitative, or palliative services provided to outpatients and that are provided by a facility that is not part of a hospital, but is organized and operated to provide medical care to outpatients (health center or ambulatory care center), are covered. With the exception of nurse midwife services, clinical services are furnished under the direction of a physician or dentist. Renal dialysis clinic visits are also covered.

Dental Care Services – (Smiles For Children Program managed by DentaQuest 1-888-912-3456)

Dental care in FAMIS is accessed through the *Smiles For Children* (SFC) program managed by DentaQuest. Once children are enrolled in FAMIS, they are automatically enrolled in SFC as well. SFC covers all the services listed below when provided by a dentist that participates in Smiles For Children. Members will receive a separate *Smiles For Children* handbook detailing the program, covered services, how to find a dentist, what to do in an emergency, etc. Children access services by seeing a SFC dentist and showing either their DMAS ID Card or MCO card. To find a dentist, call 1-888-912-3456 between 8AM and 6PM, Monday through Friday, or look at the listings posted on www.dmas.virginia.gov or <https://dentaquest.com/state-plans/regions/virginia/member-page/>. **There are no costs for services accessed through the SFC Program.**

Covered services are: fluoride (every 6 months), sealants, cleanings (every 6 months), space maintainers, X-rays, fillings, crowns (some caps), extractions (tooth pulling), anesthesia, root canal treatments, oral disease services, and braces (if qualified). Routine diagnostic, preventative, primary and prosthetic and complex restorative procedures necessary for oral health (i.e. dentures, inlays, onlays, crowns and relining of dentures for a better fit) are covered. Tooth guidance appliances, complete and partial dentures, surgical preparation for prosthetics, single permanent crowns, and bridges are also covered, but can be subject to prior authorization. Routine bases under restorations are not covered. Full banded orthodontics and related services are covered when medically necessary. Post treatment stabilization retainers and follow-up visits are included. Some services require pre-authorization.

The MCO is required to cover CPT codes billed by a physician as a result of an accident and medically necessary anesthesia and hospitalization services for certain individuals when determined such services are required to provide dental care.

Early Intervention Services

FAMIS covers services provided through the Infant & Toddler Connection of Virginia for children from birth up to age three with developmental concerns. Medically necessary speech, physical and occupational therapies and assistive technology are available, if certified by the Department of Behavioral Health and Developmental Services or applicable Early Intervention Interagency Council under Part C of the Individuals with Disabilities Education Act (IDEA).

Emergency Services (Using Prudent Layperson Standards for Access)

FAMIS covers emergency room treatment and services for life-threatening conditions. Coverage includes reasonable reimbursement of services needed to ascertain whether an emergency exists in instances in which the clinical circumstances that existed at the time of the beneficiary's presentation to the emergency room indicate that an emergency may exist. Emergency services are available 24 hours a day/7 days a week. FAMIS does cover emergency services provided by out-of-network providers. No prior authorization is needed.

Post stabilization care that is medically necessary following Emergency Services are also covered. No pre-authorization is required.

Family Planning Services

FAMIS includes services, drugs, and devices for individuals of childbearing age which delay or prevent pregnancy provided under the supervision of a physician. FAMIS does not include services to treat infertility or to promote fertility. Minors are deemed adults for the purpose of consenting to medical services required for birth control, pregnancy or family planning, except for purposes of sterilization.

Home Health Services

FAMIS covers nursing, personal care, and home health aide services, as well as physical therapy, occupational therapy, speech, hearing, and inhalation therapy. Personal care means assistance with walking, taking a bath, dressing, giving medicine, teaching self-help skills, and performing a few essential housekeeping tasks. FAMIS does not cover medical social services and services that would not be paid for by FAMIS if provided to an inpatient of a hospital; community food service delivery arrangements, domestic or housekeeping services which are unrelated to patient care, custodial care which is patient care that primarily requires protective services rather than definitive medical and skilled nursing care services and services related to cosmetic surgery are not covered. Capped at 90 visits per enrollee per calendar.

Hospice Services

Includes a program of home and inpatient care provided directly by or under the direction of a licensed hospice. Hospice programs include palliative and supportive physician, psychological, psychosocial, and other health services to individuals utilizing a medically directed interdisciplinary team. Hospice care services must be prescribed by a provider licensed to do so, furnished and billed by a licensed hospice, and medically necessary. Care is available if the member is diagnosed with a terminal illness with a life expectancy of six months or fewer and is available concurrently with care related to the treatment of the child's condition with respect to which diagnosis of terminal illness has been made.

Hospital Services – Inpatient

Inpatient hospital stays in general acute care and rehabilitation hospitals for all enrollees up to 365 days per confinement in a semi-private room or intensive care unit for the care of illness, injury, or pregnancy are covered. (Medically necessary ancillary charges are included.) The MCO shall cover an alternative treatment plan for a patient who would otherwise require more expensive services, including but not limited to long-term inpatient care. The alternative treatment plan must be pre-authorized.

Hospital Services – Outpatient

Services that are preventive, diagnostic, therapeutic, rehabilitative or palliative in nature that are furnished to outpatients, and are furnished by an institution that is licensed or formally approved as a hospital are covered. Observation bed services shall be covered when they are reasonable and necessary to evaluate a medical condition to determine appropriate level of treatment or non-routine observation for underlying medical complications. Coverage includes: emergency services, surgical services, diagnostic and professional provider services. Facility charges are also covered.

Immunizations/Vaccines

Immunizations are covered in accordance with most current Advisory Committee on Immunization Practices (ACIP). Note: FAMIS enrollees do not qualify for the Free Vaccines for Children Program.

3.24 FAMIS Covered Services

Laboratory and X-ray Services

FAMIS covers all lab and x-ray services ordered, prescribed and directed or performed within the scope of the license of a practitioner in appropriate settings, including physician's office, hospital, independent and clinical reference labs. Includes lead testing at no cost as part of well-baby/well-child care; low-dose screening mammograms at no cost for determining the presence of occult breast cancer; and pap smears.

Medical Equipment & Supplies (Including Hearing Aids)

Durable medical equipment and other medically related or remedial devices (such as prosthetic devices, implants, eyeglasses, hearing aids, dental devices, and adaptive devices) are covered when medically necessary. Also covered are supplies and equipment needed to deliver enteral nutrition. Hearing aids will be covered twice every 5 years.

Mental Health – Inpatient

Inpatient mental health services are covered for 365 days per confinement, including partial day treatment services. Coverage includes: rooms, meals, general nursing services, prescribed drugs, and ER services leading directly to admission. Medically necessary inpatient psychiatric services rendered in a psychiatric unit of a general acute care hospital are covered. **FAMIS will not cover services received while a child is admitted to a freestanding psychiatric facility or Institute for Mental Disease (IMD).** Services must be pre-authorized.

Mental Health and Substance Abuse Services – Outpatient

Medically necessary outpatient individual, family, and group mental health and substance abuse clinic services are covered. Emergency counseling services, intensive outpatient services, day treatment, and substance abuse case management services are provided by DMAS, not the MCO.

Mental Health Rehabilitative Services – Community Mental Health Rehabilitative Services (CMHRS)

Community rehabilitation mental health services, including intensive in-home services, therapeutic day treatment, mental health crisis intervention, case management, behavioral therapies and peer support services.

Organ Transplantation

FAMIS covers organ transplants when medically necessary or per industry standards for all eligible individuals, including but not limited to: transplants of tissues; autologous, allogeneic or syngeneic bone marrow transplants or other forms of stem cell rescue for children with lymphoma, myeloma or others as described in the Medallion 4.0 contract. FAMIS also covers: kidney (with dialysis dependent kidney failure), heart, pancreas, single lung, and liver transplants. FAMIS will not cover experimental or investigational transplants. Services to identify donor limited to \$25,000 per member.

Out of State Medical Coverage

For FAMIS Fee-For-Service enrollees: FAMIS covers emergency services while an enrolled child is temporarily outside of Virginia, if the provider of care agrees to participate in Virginia's FAMIS/Medicaid program and to bill DMAS for the services provided. FAMIS does not cover medical care provided while the enrollee is outside of the United States.

For FAMIS MCO enrollees: MCOs cover emergency services while an enrolled child is temporarily outside of Virginia, if the provider of care agrees to bill the MCO and accepts the MCO reimbursement for the services provided. The provider should contact the enrollee's MCO. MCOs do not cover medical care provided to the enrollee while outside of the United States.

Physician Services

FAMIS covers all symptomatic visits provided by physicians or physician extenders within the scope of their license. Cosmetic services are not covered, unless for medically necessary physiological reasons. This includes services while: admitted in the hospital, outpatient hospital departments, in a clinic setting, or in a physician's office.

Pregnancy Related Services

FAMIS covers services to pregnant teens, including prenatal services.

Prescription Drugs

Prescriptions are covered when medically necessary, including those prescribed by an outpatient mental health provider. No DESI drugs are allowed. Over the counter prescriptions are not covered by FAMIS. Check with the MCO to learn which prescriptions are available at retail pharmacies and which are available through mail service.

[If generic is available, enrollee pays 100% of the difference between the allowable charge for the generic drug and the brand name drug, except when the prescribing physician requires the brand name drug.]

Private Duty Nursing and Skilled Nursing Facility Care

FAMIS covers medically necessary private duty nursing when provided by an RN or LPN. The RN/LPN may not be a relative or member of the enrollee's family. The provider must explain why the services are required and what medically skilled services will be provided. Private duty nursing must be pre-authorized. Medically necessary skilled nursing care services that are provided in a skilled nursing facility are covered. Capped at a maximum of 180 days per confinement in a skilled nursing facility.

Prosthetics/Orthotics

FAMIS covers prosthetic services and devices (at a minimum: artificial arms, legs and their necessary supportive attachments) and medically necessary orthotics (braces, splints, ankle/foot orthotics, etc.) It also covers orthotics deemed necessary as part of an approved intensive rehabilitation program.

Rehabilitation Hospitals – Inpatient

Rehabilitation services in facilities certified as rehabilitation hospitals and which have been certified by the Department of Health are covered.

School-based Services for Special Education Students

Physical therapy, occupational therapy, speech language pathology, psychiatric and mental health services, and skilled nursing provided in a school setting are covered. (Note: These services are reimbursed by DMAS only.)

Second Opinions

Second opinions are covered when requested by the enrollee for the purpose of diagnosing an illness and/or confirming a treatment pattern of care. Must be made by a qualified health care professional within the network, or if necessary, outside of the network. May require pre-authorization.

Substance Abuse Services-Inpatient

Inpatient substance abuse services in a substance abuse treatment facility are covered up to 365 days/confinement.

Substance Abuse Services – Outpatient (See *Mental Health and Substance Abuse Services – Outpatient*)

Telemedicine Services

Telemedicine is defined as the real time or near real time two-way transfer of medical data and information using an interactive audio/video connection for the purposes of medical diagnosis and treatment.

Therapy Services

FAMIS covers physical therapy, occupational therapy, speech-language pathology, and audiology services that are medically necessary to treat or promote recovery from an illness or injury.

FAMIS also covers renal dialysis, chemotherapy/radiation therapy, intravenous therapy, and inhalation therapy.

Tobacco Dependence Treatment

Tobacco or smoking cessation treatment shall be covered for FAMIS members in accordance with SUPPORT Act requirements.

Vision Services

FAMIS covers diagnostic examination and optometric treatment procedures and services by ophthalmologists, optometrists, and opticians. Routine eye exams shall be allowed once every 2 years. Routine refractions are limited to once every twenty-four months. Covers eyeglasses (one pair of frames and one pair of lenses) or contacts prescribed as medically necessary by a physician skilled in diseases of the eye or by an optometrist. Reimbursement by plan: Eyeglass frames (one pair) \$25; Contacts \$100; Eyeglass lenses (one pair) \$25, Single vision \$35, Bifocal \$50, Trifocal \$88.50.

Well Baby and Well Child Care (including Hearing Services)

FAMIS covers routine well baby and well child care visits with health assessments, physical exams, routine lab work, and age appropriate immunizations as recommended by the American Academy of Pediatrics Advisory Committee. The following lab services are covered: blood lead testing, Hemoglobin (HGB), Hematocrit (HCT) or FEP (max. of 2, any combination), Tuberculin Test (max. of 3 covered), Urinalysis (max. of 2 covered), pure tone audiogram for ages

3.26 FAMIS Covered Services

3-5 (max. of 1), machine vision test (max. of 1). Well child visits rendered in the home, office or other outpatient provider location are covered at birth and follow the American Academy of Pediatrics Periodicity Schedule. Coverage also includes the newborn hearing test administered prior to discharge from the hospital.

FAMIS DOES NOT COVER THE FOLLOWING SERVICES

- Abortions (elective)
- Cosmetic services are not covered except to correct deformity resulting from disease, trauma or congenital abnormalities, which cause functional impairment, or complete a therapeutic treatment as a result of such deformity.
- Court Ordered Services
- Temporary Detention Orders
- EPSDT
- Experimental and Investigational Procedures
- Services provided by IMDs (freestanding mental hospital); psychiatric residential treatment services.
- Non-emergency Medical Transportation, unless covered as an extra benefit added by the MCO
- Podiatric Services

PART III: Medicaid for Pregnant Women, FAMIS MOMS and FAMIS Prenatal Coverage

Once Approved

A woman approved for **Medicaid for Pregnant Women (MPW)** will receive a *Notice of Action on Benefits* stating that she has been approved for "MA-PG." (*An example of this form is located on page 2.35*)

Women approved for **FAMIS MOMS** or **FAMIS Prenatal Coverage** will receive a *Notice of Action on Benefits* stating that they have been approved for "FAMIS MOMS" or "FAMIS Prenatal Coverage." (*A sample form is located on page 2.35*)

In a separate mailing, she will receive a permanent blue and white plastic ID card from DMAS. This card enables her to receive services from any Medicaid/FAMIS provider while her permanent benefits delivery method is determined. (*A sample of this card can be seen on page 3.1*)

Selecting a Provider

The five MCOs providing services to Medicaid for Pregnant Women, FAMIS MOMS, and FAMIS Prenatal Coverage enrollees are listed on [page 3.2](#).

Medicaid for Pregnant Women

The enrollee will receive a letter from DMAS about the managed care enrollment process. The letter directs her to call the **Enrollment HelpLine** at **(800) 643-2273** Monday through Friday between 8:30AM and 6PM to select her MCO. She can also go online to www.virginiamanagedcare.com to make her choice. **Note:** *The HelpLine has access to interpreter services, if English is not the recipient's primary or preferred language. (A sample enrollment letter is on page 3.7 and the enrollment process is charted on page 3.6)*

On the website there is a comparison tool where she can compare the MCOs and the "added benefits" each MCO offers in addition to the core package of covered benefits. She can also check to see if any of her current doctors participate in one of the MCOs with the "Find a Provider" tool. (*A sample of the types of added benefits offered by the MCOs can be seen on page 3.8*)

If she does not respond to the letter by the date indicated, she will be assigned to the MCO listed in the letter and will get the welcome packet and ID cards from that MCO. After receiving this information, she **still has about 60 days to change to another MCO**. After this period, she can only change MCOs during the annual regional Medicaid MCO "Open Enrollment Period" in her locality or if she requests a change and demonstrate good cause as to why she should be allowed to switch MCOs. *Note: At any time, an enrollee may switch to a different PCP within their MCO. (For clarification of the enrollment process see the chart on page 3.6)*

FAMIS MOMS and FAMIS Prenatal Coverage

The enrollee will receive information on choosing her MCO in her *Notice of Action*. It directs her to call the **Cover Virginia Call Center** to select her MCO. A list of available health plans is included with the Notice. She is also informed that if she does not call by the indicated deadline, she will be assigned to an MCO. In either case, she will **have an additional 90 days after initial enrollment to switch** to another one. (*See Chart on page 3.21*)

Once the MCO is chosen, either actively by the enrollee or assigned by DMAS, she will receive an ID card and welcome packet from her MCO. This card will be used during her entire enrollment period.

Using the Cardinal Care and the MCO Health Insurance Cards

Upon receipt of the DMAS/Cardinal Care ID card, the enrollee should check the information on it to be sure it is correct. If it is not correct, she must inform her local DSS or the Cover Virginia Call Center of any needed changes/corrections. A listing of all 120 local DSSs, including addresses and phone numbers, is in [Section 5](#). If the problem is with her MCO card, she will need to call her MCO.

The enrollee should report the loss or theft of her DMAS/Cardinal Care ID card to the local DSS or Cover Virginia Call Center immediately. If the MCO card is lost or stolen, she should report this to her MCO. These cards should never be lent to anyone.

It is the enrollee's responsibility to show her MCO ID card and her DMAS/Cardinal Care ID card to providers each time medical services are received and to make sure the provider participates in the Medicaid/FAMIS MOMS/FAMIS Prenatal program. The provider uses the information on the card(s) to verify enrollment prior to delivering services. Failure to present the card(s) at the time of service may result in the enrollee being held responsible for any incurred expenses.

Covered Services Overview (*A detailed listing of Services is on pages 3.10-3.15*)

The MPW, FAMIS MOMS and FAMIS Prenatal Coverage programs provide a comprehensive package of benefits for pregnant women. The coverage is basically the same as FAMIS Plus coverage for children, although certain services are not available to participants over age 21 (i.e. EPSDT, orthodontia, and eyeglasses/contacts). In addition to covering traditional health care services such as hospitalizations, doctor visits and prescriptions, they also cover services such as non-emergency transportation to medical appointments, doula services, dental care, breastfeeding support and breast pumps, behavioral health/substance abuse treatment services, case management and health education for new mothers and babies with potential health risks, smoking cessation services, and treatment for substance abuse. MCOs may provide additional "added benefits" such as health education, 24-hour nurse advice line access, and disease management programs.

Period of Coverage and Reporting Requirements

When a pregnant woman is determined to be eligible for **Medicaid for Pregnant Women**, coverage goes back to the **first day of the month** in which she applied. If she requested **retroactive coverage**, by answering the question on the Application about help paying for medical bills in the last **3 months**, the program may retroactively pay for outstanding medical bills for up to three months prior to her application. For example, if a signed application is received in March and ultimately results in enrollment, the enrollee's outstanding medical bills may be covered for December, January, and February, if she was determined eligible for Medicaid during that time and requested retroactive coverage.

FAMIS MOMS and **FAMIS Prenatal** coverage begins the **first day of the month in which the application was received**, so only outstanding medical bills incurred during that month may be covered retroactively by the program.

If a **FAMIS Prenatal Coverage enrollee** has outstanding medical bills incurred in the three months prior to the month of application, **she may be evaluated for Emergency Services eligibility for those months**.

Once enrolled in **MPW/FAMIS MOMS**, the enrollee is **covered for the duration of her pregnancy and 12 months postpartum regardless of any changes in income or insurance status**.

Once enrolled in **FAMIS Prenatal Coverage**, the enrollee is **covered for the duration of her pregnancy and 60 days postpartum regardless of any changes in income**. Coverage ends the last day of the month in which the 60th day postpartum occurs.

Note: It is important for enrollees to report a **change of address** to LDSS or the Cover Virginia Call Center. This information may also be reported on the CommonHelp website if the enrollee has linked her case.

After the 12 month postpartum period, a **MPW** enrollee may be eligible for LIFC or Medicaid Expansion for Adults. At the end of a **FAMIS MOMS/MPW** enrollee's post partum-period if her income is above 138% of FPL, she may be eligible to purchase subsidized coverage through the Health Insurance Marketplace. Coming off of state-sponsored health insurance coverage opens a Special Enrollment Period for her to shop on the Marketplace. She may also be eligible for family planning services through Plan First. ([For more information on Plan First see pages 3.32-3.33](#))

A **FAMIS Prenatal Coverage** enrollee will not be eligible for any sort of ongoing coverage after the 60 day post-partum period unless her immigration status has changed.

Coverage of the Newborn

Medicaid for Pregnant Women and FAMIS MOMS

A **child** born to a woman enrolled in **MPW or FAMIS MOMS** is **automatically enrolled in FAMIS Plus (or FAMIS) for one year once she calls her local DSS or the Cover Virginia Call Center to report the birth**. She will report the name of the child, the gender, the race, and the date of birth. This information may also be reported via the CommonHelp website. The hospital or the pregnant woman's MCO may also report the birth to the local DSS on the family's behalf.

A renewal is required in order to retain health coverage at the child's first birthday. The family will receive a renewal application in the mail about 45 days before the child turns 1, the family should check it over, correct/add any needed information and return it. If determined to be still eligible, a *Notice of Action* will be mailed indicating coverage has been renewed for a year.

Note: *This child's coverage should remain active until the renewal application is processed, even if it is past the child's first birthday.*

FAMIS Prenatal Coverage

After the baby's birth, a FAMIS Prenatal Coverage enrollee **must report the birth to the state** by calling Cover Virginia (855) 242-8282 or her local Department of Social Services ([See Section 5 for a listing of all local DSSs and their contact information](#)), or by going online to CommonHelp (www.commonhelp.virginia.gov). She will report the name of the child, the gender, the race, and the date of birth.

She will also be **asked for proof of application for a Social Security Number (SSN) for the child**. The easiest way to apply for a SSN for the child is to do this at the hospital in conjunction with the filing of the birth record at the time of the child's birth.

The LDSS will treat the addition of the child as a "Change in Circumstance." The infant is not a deemed-eligible newborn, but rather has been enrolled prenatally through the mother's enrollment in FAMIS Prenatal Coverage. The child's birth is treated as an "Add A Person" case change in the enrollment system. The child will be enrolled in Medicaid/FAMIS Plus or FAMIS based on the mother's countable income at the time of application and the infant's renewal will be due 12 months from the month of the infant's enrollment.

Once the SSN has been received for the child, the family should report it to their Local DSS.

PART IV: Plan First

Plan First

Plan First began in January 2008. It is a **limited coverage** Medicaid program that pays for birth control and family planning services for women and men with incomes up to 205% FPL. The income guidelines for this program are on [Page 2.11](#).



Who is Eligible?

US citizen or qualified legal immigrant* men and women who are residents of Virginia, whose incomes fall within the program guidelines, and who do not qualify for any other full coverage Medicaid program. Medicaid for Pregnant Women and FAMIS MOMS enrollees may be eligible for Plan First coverage at the end of their postpartum coverage.

**Lawful permanent residents (LPRs) may be eligible after the first 5 years of residence in the US.*

How to Apply

People wishing to apply for Plan First use the same Application to apply for coverage as for Medicaid/FAMIS. They may also apply over the phone via the Cover Virginia Call Center, online via CommonHelp, or via paper application mailed or delivered to their local DSS. It may take DSS or Cover Virginia CPU up to 45 days to make an eligibility determination of eligibility.

On the Application, (**Step 2: Person 1 Question 8** or **Step 2: Person 2 Question 9**). Check "Yes" if he/she needs health coverage, and "Yes" in question 8a./9a. as well.

Term of Coverage

Once enrolled, the man or woman is enrolled for up to one year unless any changes of circumstances happen (i.e. increase in income, moving out of state). Annual renewal of coverage is required to retain ongoing coverage. This procedure is the same as that detailed for other programs in this section.

Covered Services

- Family planning education and birth control counseling
- Pap smears for women to screen for cervical cancer, if appropriate
- Prostate exams for men
- Sexually transmitted infection (STI) testing

- Lab services for family planning and STI testing
- Sterilizations - tubal ligation for women and vasectomies for men (the enrollee must be age 21 or over and wait 30 days after signing the consent form for these services)
- Prescription and over-the-counter contraceptives (with a doctor's order), including implants, ring, patch, IUDs, birth control pills, diaphragms, Depo Provera injections, and condoms
- Non-emergency transportation to a family planning service or to pick up a prescription for birth control

The following services are **not** covered:

- Medical exams for women/men who do not want or no longer need pregnancy prevention services
- Treatment for any medical problems (including STIs or other reproductive health problems)
- Repeat Pap tests due to a problem or Pap tests for women who do not need birth control
- Vaccinations, mammograms, hysterectomies, and treatment for infertility
- Abortions
- Emergency transportation - ground or air ambulance

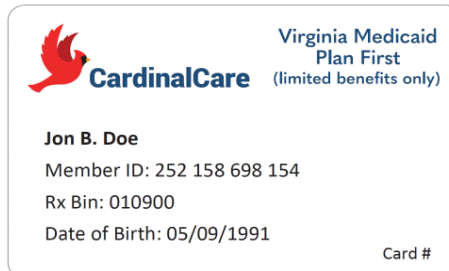
How to Access Services

In the past, enrollees were issued a green and white Plan First ID card (pictured below left). Now they receive a Cardinal Care Plan First Card (pictured below right). With either card, they can see any provider **who takes Medicaid and provides family planning services**. Services can be received at Health Department Family Planning Clinics and most community health centers.

Card thru December 2023



Card since January 2024



PART V: FAMIS *Select* and HIPP

FAMIS *Select*

FAMIS *Select* is the name for the “premium assistance” component of the FAMIS program. The program has been streamlined and simplified to be more easily understood by families and employers, and to allow a greater number of families to participate. The program is also open to self-employed families that get their insurance through private insurance plans.

FAMIS *Select* is a “rebate” program. **ONCE A CHILD HAS BEEN ENROLLED IN FAMIS**, the family can select this option that allows them to cover their children with health insurance offered through an employer or a private company, and be reimbursed for a portion of the cost of coverage for the FAMIS children.

If a family decides to participate in FAMIS *Select*, they will fill out an additional application, and once approved, they will sign up for their employer/private plan. Once they send in their pay stub (cancelled check for a private plan) as proof of payment, the family will be reimbursed up to \$100 per FAMIS enrolled child per month. (*See pages 3.65-3.66 for the FAMIS Select application*)

For example: a FAMIS *Select* family of five (mother, father and three FAMIS enrolled children) would receive \$300 per month toward the cost of family coverage. *Note: FAMIS Select will not reimburse an amount greater than the actual cost of the coverage, so if the total cost paid for insurance was only \$200, then this family would only receive \$200.*

The FAMIS *Select* option may allow a family to afford family coverage that truly does cover the entire family, including family members not otherwise eligible for FAMIS (i.e. an uninsured spouse, a child over age 19). It may also allow the entire family to see the same providers who all participate in the employer/private plan.

It is important to note that **under FAMIS *Select* any deductibles, co-insurance and copayments required by the employer/private plan are the responsibility of the family.** Over time these can add up to a significant financial outlay. “Regular” FAMIS has no copays. Also, the family will be **limited to the services provided by their employer/private plan** and use that plan’s participating providers.

While it may seem like a “deal” to cover the family through FAMIS *Select*, it may make more sense in the long run to have children on “regular” FAMIS and just add coverage for a spouse through work. Families will need to consider this carefully when deciding whether to participate in FAMIS *Select*. There is a helpful decision tool on the Cover Virginia website to help families decide if FAMIS *Select* is the best option for them: https://coverva.dmas.virginia.gov/media/2067/famis_famis_select_decision_aid-031423.pdf

If at any time a family in FAMIS *Select* drops the private/employer coverage, the family should notify the FAMIS *Select* Office and the eligible children will

revert to “regular” FAMIS coverage. Children enrolled in this program still need to renew their FAMIS Coverage every 12 months in order to stay enrolled.

The application process consists of:

- Complete the FAMIS Select Application
- Attached copies of the front and back of all health, dental, vision and pharmacy insurance cards (private insurance only) for all family members (in PDF form)
- Attach a copy of the most recent pay stub.

To apply or for more information contact FAMIS Select at:
FAMIS Select Unit
VA Department of Medical Assistance Services
600 East Broad Street
Richmond, VA 23219
1-888-802-KIDS (1-888-802-5437)

For general questions and to submit the application and required attachments email: FAMIS.Select@dmass.virginia.gov

Health Insurance Premium Program (HIPP)

The Virginia Department of Medical Assistance Services offers two premium assistance programs for Medicaid members without Medicare coverage. **Both programs are completely voluntary.**

HIPP is the premium assistant program for adults. It may be available to people with Medicaid and may help pay for part or all of their health insurance premiums. To be eligible:

- A household member must have Medicaid full coverage
- The person must have or be able to get insurance through his/her employer
- The health insurance available must meet program criteria, including cost effectiveness

The cost of the insurance available must be less than Medicaid would pay for his/her care. HIPP does not provide premium assistance for: indemnity plans, plans paying limited amounts for services; plans limited to temporary periods and that are not comprehensive; high deductible health plans (greater than or equal to \$1,600 for individual coverage and/or \$3,200 for family coverage for 2024); and family plans where there are three or more members on the health plan who are not full coverage Medicaid eligible.

HIPP for Kids (HFK) is the premium assistance program that may be available to children under the age of 19 who are also eligible for Medicaid. It pays for their entire health insurance premium. Cost sharing may apply to non-covered copayments, deductibles, and other expenses not covered by the primary insurer. To be eligible:

- A household member must be eligible for Medicaid and be under the age of 19
- The parent(s) must be able to get insurance through his/her employer and the employer must pay at least 40% of the total cost of the health insurance premium
- The health insurance available must meet program criteria

The insurance available must provide comprehensive medical coverage. HFK does not provide premium assistance for: indemnity plans, plans paying limited amounts for services; plans limited to temporary periods or that are not comprehensive; high deductible health plans (greater than or equal to \$1,600 for individual coverage and/or \$3,200 for family coverage for 2024); and non-medical insurance, such as vision or dental plans.

HIPP Application Checklist:

- Complete all parts of the HIPP application
- Complete Employer Insurance Verification (EIV) Form
- Submit a copy of the health insurance plan summary showing services covered, copays, individual/family deductibles, and co-insurance amounts
- Provide copies of current paystubs showing insurance premium payments
- Submit front and back images of all health insurance card(s) - including vision, dental, and pharmacy/prescription drug discount cards

If approved for HIPP or HFK, verification documents must be submitted on a quarterly basis (in the form of paystubs) to prove the health policy premium is being paid and what the premium amount is. This is a reimbursement process. Once verified, DMAS will send a paper check for the previous month's premium at the end of the next month. If the person has incurred costs for copays, prescriptions, etc., they would submit a cost sharing packet and a HIPP analyst will determine if any of those items can be reimbursed.

More information on these programs including the application and application resources can be found on the DMAS website at: <https://dmas.virginia.gov/for-members/other-programs-and-guidelines/premium-assistance/health-insurance-premium-program/>

To contact DMAS for information regarding these programs, people should send an email to HIPPcustomerservice@dmas.virginia.gov or call (804) 692-3260 or (804) 418-1408. These customer service numbers are available Monday - Friday from 7:30AM to 4PM, excluding holidays. The HIPP Unit fax number is (804) 452-5447; please email the address above to confirm the faxed document was received successfully and completely. The mailing address for the HIPP Unit is:

VA Department of Medical Assistance Services
ATTN: HIPP Unit
600 East Broad Street, Suite 1300
Richmond, VA 23219

PART VI: SAMPLE FORMS

Sample Renewal Approval

**Commonwealth of Virginia
Department of Social Services
Questions? Call: (999) 999-9999**

Lynchburg City (680) [Sample DSS]
99 9th St., PO Box 6798
Lynchburg, VA 24504

Letter Date: January 23, 2023
Case Number: #####

Sun Rise [Sample Client]
23232 Luna LNDG
Lynchburg, VA 24515

News for your household

A renewal has been completed for health coverage from Virginia Medicaid. This letter tells you more about the determination and how it was made. It has information about the household’s health coverage choices and what to do next. It also explains what to do if you think we made a mistake.

Medicaid Decision Summary for Your Household

Household Member Name	Decision	Coverage	Effective Date(s)
Sun Rise	Eligible	LIMITED	March 01, 2023 - Ongoing
Moon Rise	Eligible	FULL	March 01, 2023 - Ongoing

To learn more about how we made our decision for each person, read the rest of this letter.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



How we made our Medicaid decision(s)

Virginia has rules and income limits for how people can qualify for health coverage depending on things like age, pregnancy and parenting status, and disability. We counted the household size and income and reviewed the information given to us on the application or available in other data sources. To learn more about health care coverage rules and income limits, go to www.coverva.org. If your information has changed since you applied or you think we made a mistake call us. You can also file an appeal. For more information on how to file an appeal see the page titled "If you think we made a mistake."

Medicaid may pay past bills, even if you already paid them yourself. If you were not evaluated for health coverage for the three months prior to your application month and you had medical expenses, contact us at (999) 999-9999.

Approvals

Update for Sun Rise

Client ID: 2106497171

You qualify for health coverage from Virginia Medicaid.

Medicaid ID Number	Coverage	Effective Date
351247858013	LIMITED	March 01, 2023 - Ongoing

Sun Rise qualifies for Plan First. This covers services like family planning exams, prescription contraceptives, testing, and family planning-related lab services. Household changes may impact the coverage you receive. Your household has been approved for limited benefit coverage, but could be eligible for full coverage if something has changed in your household. If something has changed, like your income or household size, or if you think we used the wrong information to determine your eligibility, please call your local agency.

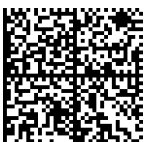
Health Coverage must be renewed every year. The next renewal is due **January 31, 2024**. If you are receiving health coverage at that time, we will send more information about your renewal.

Update for Moon Rise

Client ID: 2106497172

You qualify for health coverage from Virginia Medicaid.

Medicaid ID Number	Coverage	Effective Date
351247858021	FULL	March 01, 2023 - Ongoing

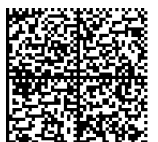


You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.

Case #: #####

Page 2 of X

Correspondence #: #####



Moon Rise qualifies for full coverage in the FAMIS program. This covers services like doctor visits, hospital care, prescriptions, dental coverage and more. Household changes may impact the coverage you receive. At this time, you have been approved for FAMIS because your income is over the limit for Medicaid. If something has changed, like your income or household size, or if you think we used the wrong information to determine your eligibility for FAMIS, please call your local agency.

Health Coverage must be renewed every year. The next renewal is due **January 31, 2024**. If you are receiving health coverage at that time, we will send more information about your renewal.

Additional information on how we made our decisions:

Since the household's monthly income is below the income limit, the above individual(s) qualify for health coverage. We made our decisions based on these rules: Virginia Medical Assistance Manual Reference M0130.300.

Using Your Health Coverage

Medicaid Card

Most enrollees receive a Medicaid card. If you do not already have a card with the Medicaid ID above, and do not receive a card in the mail in 10 business days, please call 1-855-242-8282. Some people in limited coverage Medicaid do not receive a card. Your health coverage can be used right away by giving your provider the Medicaid ID number listed above.

Finding Services

Your health coverage can be used right away. Services can be received from any doctor, clinic, or other health care provider who accepts FAMIS or Medicaid. To find a provider, call **1-855-242-8282** or visit www.viriniamedicaid.dmas.virginia.gov and select "Search for Providers" under the "Provider Resources" menu. Most people get their health coverage through a health plan. If the above individual(s) need to join a plan, we will send information about choosing a health plan. If you had any medical services since your coverage started, make sure to give the provider(s) your Medicaid ID number.

There is no premium (a monthly cost) for FAMIS or Medicaid health coverage. There **may** be co-payments for some services. To learn more, see the Member Handbook at <https://www.coverva.org/en/member-handbooks>. To get a paper copy of the Handbook, call us at **(999) 999-9999**.

Individuals who do not qualify for full health coverage might still be able to get full health coverage—and help paying for it—through the Health Insurance Marketplace. In some situations, we send your information to the Marketplace. If so, the Marketplace will send you a letter. **To learn more, read the "How to Complete the Marketplace Application" insert with this letter.**

Your household must report changes

You must report any changes that might affect health coverage for anyone in your household who was approved health coverage from Virginia Medicaid. Please report changes for both you and other people in your household within ten days of the change, such as:



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



- » If someone moves
- » If someone's income changes
- » If your household changes. For example, if someone in your household marries or divorces, becomes pregnant, or has or adopts a child.
- » If you are in FAMIS, FAMIS MOMS, FAMIS Prenatal or Medicaid, and you recently gave birth, you can report the birth of your child in one of these ways:
 - Call the Cover Virginia Call Center at 1-855-242-8282 (TDD: 1-888-221-1590).
 - Call your local department of social services (DSS).
 - You can also ask the hospital to submit the enrollment information for your newborn.

To report changes: go to **CommonHelp.Virginia.gov** and click on "Report Changes," call **1-855-242-8282 (TTY: 1-888-221-1590)** or call us at **(999) 999-9999**.

Your CommonHelp Account

CommonHelp.Virginia.gov keeps all important information about your family's application and health coverage. You can choose to get letters like this online. Your CommonHelp account is secure.

To create an account, go to **CommonHelp.Virginia.gov** and click "Check Benefits."

To link your case to your CommonHelp account using the information below, log in and select "Manage My Account."

Case Number: #####

Client ID: #####

Information about other programs

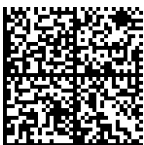
You and others in your household may qualify for other assistance, like help buying food or paying heating and cooling bills. If you already applied for other assistance, information about those programs may come in a separate letter.

To learn more, go to **CommonHelp.Virginia.gov** or call **1-855-635-4370 (TTY: 1-800-828-1120)**

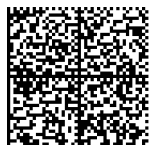
Worker Name:	Telephone Number:	For Free Legal Advice Call:
JOE WORKER	(555) 555-5555	1-866-534-5243

Additional Information from Your Case Worker:

Note: Some pages in this notice have been omitted to save space. One was the "If You Think We Made a Mistake" section that can be viewed on Page 2.40. Another is the "It is Important We Treat You Fairly" wording that can be seen on Page 2.41. The final two pages would be information about the right to get this information in other languages - these are included in the Sample Renewal on Pages 2.67-2.68.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Case #: #####

Page 4 of X

Correspondence #: #####

Sample Cancellation Notice

Charlottesville City (540) [Sample DSS]
120 Seventh Street, NE
Charlottesville, VA 22902

Commonwealth of Virginia
Department of Social Services
Questions? Call: (434) 970-3400

Letter Date: February 11, 2021
Case Number: #####

Susan Hope [Sample Client]
801 E Main ST
Charlottesville, VA 22902

News for your household

A renewal has been completed for health coverage from Virginia Medicaid. This letter tells you more about the determination and how it was made. It has information about the household's health coverage choices and what to do next. It also explains what to do if you think we made a mistake.

Medicaid Decision Summary for Your Household

Household Member Name	Decision	Coverage	Effective Date(s)
Susan Hope	Closed	FULL	February 28, 2021

To learn more about how we made our decision for each person, read the rest of this letter.

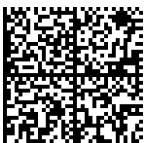
Update for Susan Hope
February 28, 2021

Client ID: #####

You no longer qualify for health coverage from Virginia Medicaid. To learn more, read the "How we made our Medicaid decision" section below.

How we made our Medicaid decision

Medicaid has rules and income limits for how people can qualify for health coverage depending on things like age, pregnancy and parenting status, and disability. We counted the household size and income and reviewed the information given to us on the application or available in other data sources. To learn more about Medicaid rules and income limits, go to www.coverva.org. If your information has changed since you applied or you think we made a mistake call us. You can also file an appeal. For more information on how to file an appeal see the page titled "If you think we made a mistake."



You can get this letter in another language, in large print, or in another way that's best for you. Call us at 1-855-242-8282 (TTY: 1-888-221-1590).



Case #: #####

Page 1 of X

Correspondence #: #####

Sample Cancellation Notice 3.41

This individual does not qualify for health coverage from Virginia Medicaid because they moved from the state of Virginia. We made our decisions based on these rules: Virginia Medical Assistance Manual Reference M0230.001.

You might still be able to get full health coverage — and help paying for it — through the Health Insurance Marketplace. We sent your information to them. The Marketplace will send you a letter. **To learn more, read the “How to Complete the Marketplace Application” insert with this letter.**

Worker Name: Jane Smith	Telephone Number: (555) 555-5555	For Free Legal Advice Call: 1-866-534-5243
Additional Information from Your Case Worker: 		

Note: Pages 3 and 4 of this notice have been omitted to save space. One would be the "If You Think We Made a Mistake" section that can be viewed on Page 2.41. Another is the "It is Important We Treat You Fairly" wording that can be seen on Page 2.40.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Case #: #####

Page 2 of X

Correspondence #: #####

What is the Health Insurance Marketplace?

*Note: This page now talks about the **Virginia Insurance Marketplace**; no copy was available prior to printing.*

Use the Marketplace to shop for and buy affordable private health insurance online, over the phone, or with in-person help. There is financial help available for people who qualify.

You or someone in your household was found not eligible for Medicaid. You may still be able to get help paying for health coverage through the Health Insurance Marketplace. Your information has been sent to the Marketplace to start an application, but you must take action to see if you qualify!

How to Complete the Marketplace Application:

You must complete the Marketplace application within 60 days of your Medicaid denial. The sooner you apply for coverage; the sooner new coverage can begin. You should complete the Marketplace application as soon as you can to see if you can get coverage now. To complete your application, you can:

- 1. Wait for the letter from the Marketplace.** The letter will tell you how to complete your application with them. The Marketplace is starting a health insurance application for the following individual(s): **Susan Hope**

Or
- 2. Start a new application.** You can go to **HealthCare.gov** or contact the Call Center at **1-800-318-2596 (TTY: 1-855-889-4325)**. You will need to:
 - » Create a Marketplace user account online or by phone with a Call Center Representative.
 - » Have this letter with you to help answer questions.
 - » Provide the information you gave us already.
 - » Answer “yes” when asked if anyone has been found not eligible for Medicaid or the Children’s Health Insurance Program (CHIP) in the past 90 days, if this applies.

If you have questions or need help completing your application, call the Marketplace Call Center at **1-800-318-2596 (TTY: 1-855-889-4325)** or go online to **HealthCare.gov/help/statetransfer**.

After you complete your application, the Marketplace will tell you if you qualify to enroll in Marketplace insurance, if you can enroll right away, or have to wait to enroll. The Marketplace will tell you if you qualify for help paying for your coverage. **If you qualify for coverage right away, select and enroll in a plan!**

If the Marketplace tells you that you have to wait, you can reapply during Open Enrollment (November 1st –December 15th). Some individuals who experience a life event will qualify for a Special Enrollment Period and can enroll outside of Open Enrollment. Examples of life events that may qualify you for a Special Enrollment Period include losing Medicaid or other health insurance, having a baby or getting married. You usually only have 60 days after the date of the life change to apply for Marketplace coverage. However, if you are losing coverage, you can apply up to 60 days before the loss, which can help to prevent a gap in health coverage.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Case #: #####

Page 5 of X

Correspondence #: #####

Note: Additional pages of this notice were omitted to save space.

Sample Cancellation Notice 3.43

Virginia Medicaid Dental Coverage



Smiles For Children
Improving Dental Care for Children and Adults

WHAT IS SMILES FOR CHILDREN?

Smiles For Children (SFC) is Virginia's Medicaid and FAMIS dental program for adults and children. The SFC program is managed by DentaQuest.

HOW DO I FIND A DENTIST?

Contact DentaQuest at 1-888-912-3456 or [search the DentaQuest website](#) to find a listing of dentists who accept Medicaid in your zip code.

Already have a dentist? Call and make sure that your provider accepts Medicaid coverage so you can receive quality services at no cost.

HOW DO I USE SMILES FOR CHILDREN INSURANCE?

There are no costs or co-payments for dental care services in the SFC program. On the day of the appointment, be sure to bring your Virginia Medicaid card and your managed care organization ID card (if you are enrolled in a health plan).

CHILDREN

- Regular dental checkups
- X-rays
- Cleaning and fluoride
- Sealants
- Space maintainers
- Braces
- Anesthesia
- Extractions
- Root canal treatment
- Crowns

PREGNANT MEMBERS

- X-rays
- Exams
- Cleanings
- Fillings
- Root canals
- Gum related treatment
- Crowns
- Partial and Dentures
- Extractions and other oral surgeries

ADULTS

- X-rays
- Exams
- Cleanings
- Fillings
- Root canals
- Gum related treatment
- Dentures
- Extractions and other oral surgeries

Need a ride? Transportation services are available to Medicaid members for their dentist appointments. Visit the [Virginia Medicaid website](#) or [contact your health plan](#) for contact information to make a reservation.



Sample Renewal Form

note: all names, case numbers, correspondence numbers and ID numbers are dummy information

PLEASE DO NOT REMOVE THIS PAGE; IT MUST BE USED IN THE RETURN ENVELOPE TO MAIL THE COMPLETED FORM BACK TO US.

It is Time to Renew Your Health Coverage from Virginia Medicaid.

Commonwealth of Virginia
Questions? Call: 855-242-8282

Cover Virginia
PO Box 1820
Richmond, VA 23218

Letter Date: November 8, 2023
Response Due: December 8, 2023
Case Number: 114452975
Case Worker Name: J. WATKINS
Worker User ID: jxw680

Sun Rise
23232 Luna LNDG
Lynchburg, VA 24515

**Please
complete
your renewal by:
December 8,
2023**

Completing your renewal online (www.commonhelp.virginia.gov) or by phone (**1-855-242-8282**) can be faster and easier! See below for more information.

Some or all of the household members are due for a renewal and may lose coverage if renewal is not completed. Please see section 3 for details.

- | | |
|---|--|
| <p>❶ Online*:
Go to CommonHelp.Virginia.gov.
Click on "Renew My Benefits."
To create an account:</p> <ul style="list-style-type: none">▪ Go to CommonHelp.Virginia.gov▪ Click "Check My Benefits."▪ To link your case to your CommonHelp account using the information below, log in and select "Manage My Account." <p>Case Number: 114452975
Client ID: 2106497171</p> | <p>❷ By Phone:
Call 1-855-242-8282/ TTY: 1-888- 221-1590; this call is free.</p> <p>❸ By mail or fax:
Cover Virginia
PO Box 1820
Richmond, VA 23218
Fax: (888) 221-9402
If you're unable to complete your renewal online or by phone, please mail or fax your renewal for faster service.</p> <p>❹ In Person:
If you're unable to complete your renewal online, by phone, mail, or fax, then you can take your completed renewal to:
Cover Virginia
99 9th St., PO Box 6798
Lynchburg, VA 24504</p> |
|---|--|



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.

Case #: 114452975

Page 1 of 20

Correspondence #: 713672426



Renewal Form 3.45

This is a renewal of your Medicaid benefits. Information regarding open enrollment to change health plans (such as Anthem or Optima) will be mailed separately. Open enrollment dates depend on where you live. Go to <https://www.virginiamanagedcare.com> for more information.

**Free Internet access may be available at your local Department of Social Services or public library.*

**How to
complete this
renewal form**

1. Answer all the questions on the form.
2. Review the information about you and each member in your household and/or on your tax return. Cross out wrong information. Write in new information and add anything that is missing. If you have household members who are new to the home and/or would like to apply, please fill out all applicable sections of the renewal for that person.
3. **Sign and date the form at the end of the renewal.**

What we need

We filled out the form with the information we have in our records. Cross out wrong information. Write in new information and add anything that's missing.

This form will ask about:

- Section 1: Information about how we can contact you
- Section 2: Information about your federal tax return
- Section 3: Your household members
- Section 4: Other health insurance coverage
- Section 5: Information about income
- Section 6: Information about resources and nursing facility care
- Next, fill out all appendices, if any, that apply to your household or individuals listed on your tax return:
 - o Appendix A: Complete ONLY if someone in your household is eligible for new health coverage from a job
 - o Appendix B: Complete ONLY if someone in your household is an American Indian or Alaska Native
 - o Appendix C: Complete ONLY if you are choosing someone to help with your application
 - o Appendix D: Complete ONLY for someone who is now applying for health coverage from Virginia Medicaid or whose circumstances may have changed
 - o Additional Information: Voter registration and Non-discrimination information

We need information about each person living in your household or listed on your tax return, including those who:

- Have Medicaid health coverage now,
- Do not get Medicaid health coverage, but want to apply
- Do not have Medicaid health coverage and do not want to apply.

We will check your answers using information available in data sources, like the Internal Revenue Service (IRS), the Social Security Administration (SSA), and the Department of Homeland Security (DHS). If the information does not match our records, we may ask you to send more information.

**What happens
next**

After you return the renewal form, we will review it to see if you and others in your household are eligible for Virginia Medicaid. If we have more questions, we will contact you.

You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.

1

Information about how we can contact you

▼ Review the contact information we have on file for you below.

Sun Rise

▼ Cross out wrong information. Write in new information and add anything that is missing.

Name

Home address

*23232 Luna LNDG
Lynchburg
VA 24515*

Home address

Apartment #

City

State

Zip code

Mailing address

Mailing address

Apartment #

City

State

Zip code

Phone number:

Cell:

Home:

Work:

Best phone number to reach you during the day: ☐ Cell ☐ Home ☐ Work

Email address, if you have one:

2

Information about your federal tax return

You can still renew if you do not file a tax return.

- ▶ Review the information about you and each member in your household and/or on your tax return.
- ▶ Cross out any information that is wrong. Write in any new information about how you plan to file your next federal tax return.

▼ Review your tax information here.

Person filing tax return:

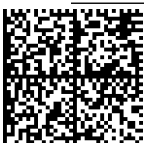
If this person is filling a joint return, write the name of the spouse:

Name (first, middle, last & suffix)

Tax dependents (if anyone is missing, write their name below):

- ▶ If anyone who lives with you will be claimed as a dependent on someone's tax return, write the name of the filer and the dependents below. Include only names that **do not** appear above.

Name (first, middle, last & suffix)



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



3

Your household members

► Review the information below. Cross out anything that is wrong. Fill in any missing information.

**Indicates member is due for renewal. If not renewed, Medicaid health coverage may be terminated.

Person 1: *Moon Rise*** This person's Social Security number is ☒ on file ☐ not on file

If not on file, write this person's Social Security number here, if they have one:

☐ This person is no longer living in the household. Date person left the household: _____
(mm/dd/yyyy)

Person 2: *Sun Rise* This person's Social Security number is ☒ on file ☐ not on file

If not on file, write this person's Social Security number here, if they have one:

☐ This person is no longer living in the household. Date person left the household: _____
(mm/dd/yyyy)

► Review people in your household not receiving Medicaid and write in any new people in your household

Person 1:

☐ This person is no longer living in the household. Date person left the household: _____
(mm/dd/yyyy)

New Household Member(s) Name: *(first, middle, last & suffix)*

If anyone in your household is not currently enrolled in Virginia Medicaid and wants to apply, complete Appendix D.

► Answer these questions for **everyone** in your household or on your tax return.

Is anyone in your household or on your tax return pregnant or was pregnant within the last 12 months?

☐ Yes ☐ No **If yes**, fill in the information below.

Name <i>(first, middle, last & suffix)</i>	How many babies are/were expected?	What is/was the expected due date/pregnancy end date?
		(mm/dd/yyyy)

Is anyone in your household or on your tax return an American Indian or Alaska Native?

☐ Yes ☐ No **If yes**, fill out **Appendix B**.

► Answer these questions for anyone who is **renewing or applying** for health coverage.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Case #: 114452975

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Correspondence #: 713672426

- Does anyone need help with every day activities, like bathing, dressing, eating, walking, or using the bathroom in order to live safely in your home? **or**

Has a doctor or nurse told anyone in your household that they have a physical disability, a long-term disease, a mental or emotional illness, or an addiction problem?

☐ Yes ☐ No **If yes**, write the name(s) below.

Name (*first, middle, last & suffix*)

Has anyone turned age 65 years old or become blind or disabled?

☐ Yes ☐ No **If yes**, fill out **Appendix D**.

Has anyone entered a nursing home, assisted living facility, or started receiving nursing care in the home?

☐ Yes ☐ No **If yes**, fill out **Appendix D**.

Is anyone who is renewing or applying for health coverage incarcerated (detained or jailed)?

☐ Yes ☐ No **If yes**, write the name(s) below.

Name (*first, middle, last & suffix*)

Facility Name (*place of incarceration*)

Plan First is a limited benefits program that covers services like family planning exams, prescription contraceptives, testing, and family planning related lab services. Learn more:
www.coverva.org/planfirst.

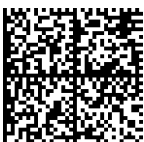
Individuals between the ages of 19 and 64 are automatically evaluated for Plan First.

If you do **not** want household members between the ages of 19 and 64 to be evaluated for Plan First, write their name(s):

Household Members Younger than 19 and Older than 64:

If you want us to see if household members younger than 19 and older than 64 qualify for Plan First, write their name(s):

In the past, the following household members chose not to be evaluated for Plan First coverage. If they now want to be evaluated, **circle their name(s) below**:



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.

Case #: 114452975

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Correspondence #: 713672426



4

Other health insurance coverage

Does any person who is **renewing or applying for health coverage** have other health insurance?

- ▶ Review the information and cross out any information that is wrong. Write in any new insurance information for your household.
- ▶ If someone in the household has new insurance through an employer complete **Appendix A**.

Name(s) of person with other health insurance:

Policy number:

Insurance company name:

Monthly Premium Amount: \$

Type of insurance: ☐ Medicare ☐ TRICARE ☐ Veteran's health coverage ☐ VI Marketplace
☐ Premium Assistance (HIPP or FAMIS Select) ☐ Other insurance (write below)

☐ Check here if this other health insurance has ended. Coverage End Date:

(mm/dd/yyyy)

If you have indicated that health insurance has ended for any household member(s), please provide proof of the date of termination of the member's other health insurance.

List everyone renewing or applying for health coverage who has this other insurance policy:

☐ Check here if this other health insurance coverage is offered through a job.

5

Information about income

- ▶ Provide the information below for anyone in your household or on your federal tax return who has income, whether or not they are renewing or applying for health coverage.
- ▶ If someone has more than one type of income, tell us about **all of their income**.
- ▶ If you need more space, make a copy of this page or call your local office for copies.
- ▶ Cross out wrong information. Write in new information and add anything that is missing.

Person who has the job: **Name** (*first, middle, last & suffix*)

Employer name and address:

Address:

City:

State:

Zip code:

Phone number:

Monthly gross income currently on file: \$



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Case #: 114452975

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Correspondence #: 713672426

Is this person still employed at this job? ☐ Yes ☐ No **if No, date they left the job:** _____

(mm/dd/yyyy)

How often are wages and tips paid?

☐ Weekly ☐ Every two weeks ☐ Monthly ☐ Twice a month ☐ Yearly ☐ Other _____

☐ Not regularly (for example, if this person works under a contract)

How much does this person earn (before taxes are taken out)? \$ _____

Average hours worked each week: _____

If anyone in the household has **changed or has a new job**, list him or her and answer the questions below.

Name (*first, middle, last & suffix*): _____

Employer name and address: _____

City: _____

State: _____

Zip code: _____

Phone number: _____

Start Date: _____

How often are wages and tips paid?

☐ Weekly ☐ Every two weeks ☐ Monthly ☐ Twice a month ☐ Yearly ☐ Other _____

How much does this person get paid (before taxes)? _____

Average hours worked each week: _____

- ▶ If anyone in your household is **self-employed or does odd jobs**, we need to know about their work.
- ▶ Cross out wrong information. Write in new information and add anything that's missing.

Name (*first, middle, last & suffix*): _____

Type of work: _____

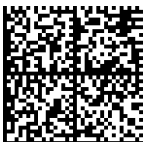
What do you expect his or her income to be this year? Amount: \$ _____

How much **net income** will this person get from self-employment (or odd jobs) this month?

Amount: \$ _____

Net income means the profits left over after business expenses are paid. For more information about business expenses visit <https://www.coverva.org/>.

- ▶ **Information about other income.** If anyone in your household has income from sources other than a job, like Social Security income, pensions, Veterans benefits, or annuities.
- ▶ Cross out wrong information. Write in new information and add anything that is missing.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Name (first, middle, last & suffix): *Sun Rise*

Income Type: *Other (Countable)*

How much? *\$2,750.00*

How often?

☐ Yearly ☐ Every two weeks ☐ Monthly ☐ Weekly ☐ Twice a month ☐ Other _____

☐ Not regularly (for example, if this person works under a contract)

Name (first, middle, last & suffix):

Income Type:

How much? \$

How often?

☐ Yearly ☐ Every two weeks ☐ Monthly ☐ Weekly ☐ Twice a month ☐ Other _____

☐ Not regularly (for example, if this person works under a contract)

Deductions – Only certain individuals are eligible to receive deductions.

► If anyone in your household has pre-tax deductions from pay, tell us what kind. Deductions are amounts, listed on your tax return, that are subtracted from your income for certain expenses.

► You should not include expenses that members of your household subtracted from their self-employment gross income. Common deductions include student loan interest paid, contributions to individual retirement arrangements (IRAs), and contributions to health savings accounts (HSAs).

Name (first, middle, last & suffix):

Deduction Type _____

How much monthly? \$ _____

Name (first, middle, last & suffix):

Deduction Type _____

How much monthly? \$ _____

6

Information about resources and nursing facility care

► This section refers to individuals who are 65 or older, blind, or disabled and/or receiving nursing care in a facility or in the home.

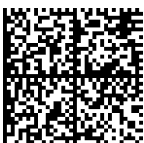
► If this section does not apply to anyone in your home, continue to section 7.

► Cross out wrong information. Write in new information and add anything that's missing.

Resources include things like checking/savings accounts, stocks, bonds, life insurance, and retirement funds. Resources also include property, vehicles, annuities, and trusts.

Owner	Resource	Amount
		\$
		\$

If this person or their spouse who lives with them are working, do either of them have expenses related to work? ☐ No ☐ Yes *If yes, attach proof.*



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Does this person or their spouse or child have medical expenses not covered by Medicaid?

☐ No ☐ Yes *If yes, attach proof.*

Name of the nursing facility, state institution, or community-based care provider:

Has this person or their spouse sold or given away any resources within the last year?

☐ No ☐ Yes *If yes, fill out below.*

Resource Type	Value	Date Sold or Given Away
	\$	

If married or separated, spouse's name: Name (*first, middle, last & suffix*):

Does this person's spouse have any home expenses? If yes, tell us below.

Rent/Mortgage: \$ _____ Utilities ☐ Yes ☐ No
Homeowner's/Renter's Insurance: \$ _____ Real Estate Taxes: \$ _____
Maintenance Charges for Condominium: \$ _____

Does this person's dependent(s) have any income? If yes, tell us below.

Social Security: \$ _____ Social Security Income: \$ _____
Civil Service: \$ _____ Veterans Administration: \$ _____
Retirement/Pension: \$ _____ Disability: \$ _____
Wages: \$ _____ Other (Trust, Stocks, Annuities, Dividends,
Interest, etc.): \$ _____



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.





Sign the application

Your rights and responsibilities: Review the information below and sign the application.

- I know that I must tell my local Department of Social Services if anything changes and is different from what I wrote on this form within 10 days. I can call 1-855-242-8282 (TTY: 1-888-221-1590), contact or visit my local agency, or visit **CommonHelp.Virginia.gov** to report any changes. A change in my information might affect whether someone in my household qualifies for coverage.
- I understand that if I do not qualify for health coverage through Medicaid, and my local Department of Social Services may send my information to Virginia's Insurance Marketplace (**marketplace.virginia.gov**) to see if I qualify for coverage and financial assistance to help me pay for insurance coverage.
- I understand that I am authorizing the local Department of Social Service (LDSS) and the Department of Medical Assistance Services (DMAS) to obtain verification/information necessary to determine my eligibility for Medicaid or FAMIS.
- I have permission from everyone whose information is on this form to submit their information to Virginia Medicaid and to receive any communications about their eligibility and enrollment.

Renewal of Coverage in Future Years: Read the statements below and choose.

Giving the Virginia Medicaid program permission to use my federal tax return to confirm my income can make it easier to renew health coverage and may allow renewals to happen automatically. I understand that I can change my mind at any time by contacting my local Department of Social Services.

I give permission to use updated income information from my tax returns for the next (check one):

- ☐ 5 years ☐ 4 years ☐ 3 years ☐ 2 years ☐ 1 year
☐ Do not use my tax information to renew coverage.

To confirm or change your authorized representative or Certified Application Counselor/Navigator/Broker, fill out **Appendix C**.

I am signing this renewal form (including any appendices) under penalty of perjury. I have provided true answers to all questions on this form and I know that I may be subject to penalties under federal law if I provide false or untrue information.



STOP

 Signature of Household Contact or Authorized Representative Date

ALL individuals in the home 21 or older (or 18 or older in a home without a parent) who are renewing or applying for health coverage MUST sign below. A spouse can sign for their spouse.

Print Name	Signature	Date

You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.

**Appendix A -
Renewal****Complete ONLY if someone in your household is eligible for
new health coverage from a job**

- ▶ Tell us about the job that offers coverage for your household.
- ▶ Take the Employer Coverage Tool on the back of this page to the employer who offers the coverage to help you answer these questions.
- ▶ If more than one person has coverage offered through a job, make a copy of this page.

Employee Information**Employee Name** (*first, middle, last & suffix*)**Employee Social Security Number****Employer Information****Employer Name****Employer Identification Number****Employer Address****Employer Phone Number****City****State****ZIP Code**

Name and title of person who can be contacted about employee health coverage at this job

Name**Title****Phone Number****Email Address**

If you are currently eligible for coverage offered by this employer, or will become eligible in the next 3 months fill in the information below:

If in a waiting or probationary period, what date can you enroll in coverage? _____
(mm/dd/yyyy)

List the name of anyone else who is eligible for coverage from this job

Name (first, middle, last & suffix)**Name** (first, middle, last & suffix)**Tell us about the health plan offered by this employer**

Does the employer offer a health plan that meets the minimum value standard*? ☐ Yes ☐ No
For the lowest-cost plan that meets the minimum value standard offered only to the employee (don't include family plans) provide the premium that the employee would pay is the maximum discount was received for any tobacco cessation without any other discounts. \$

How often? ☐ Weekly ☐ Every 2 weeks ☐ Twice a month ☐ Once a month ☐ Quarterly ☐ Yearly

What changes will the employer make for the new plan year (if known)?



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



☐ Health coverage will not be offered

☐ Employer will offer or change health coverage for the lowest-cost plan available to the employee that meets the minimum value standard*.

Employee premium cost \$ _____

Date of change _____
(mm/dd/yyyy)

How often? ☐ Weekly ☐ Every 2 weeks ☐ Twice a month ☐ Once a month ☐ Quarterly ☐ Yearly

Employer Coverage Tool

This section should be completed by the employer to help answer questions about any employer health coverage that you are eligible for (even if it is from another person's job, like a parent or a spouse).

Is the employee currently eligible for coverage or will the employee be eligible in the next three months? ☐ Yes ☐ No *(If yes, fill in information below. If no, stop and return form to employee.)*

If in a waiting or probationary period, when can the employee enroll in coverage? _____
(mm/dd/yyyy)

Does the employer offer a health plan that covers an employee's spouse or dependent? ☐ Yes ☐ No
If yes, which people? ☐ Spouse ☐ Dependents

Tell us about the health plan offered by this employer

Does the employer offer a health plan that meets the minimum value standard*? ☐ Yes ☐ No
(If yes, please complete the information below. If no, stop and return form to employee.)

For the lowest-cost plan that meets the minimum value standard offered only to the employee (don't include family plans) provide the premium that the employee would pay is the maximum discount was received for any tobacco cessation without any other discounts. \$ _____

How often? ☐ Weekly ☐ Every 2 weeks ☐ Twice a month ☐ Once a month ☐ Quarterly ☐ Yearly

If the plan year will end soon and you know that the health plans offered will change, write in the information below. If you do not know, stop and return form to the employee.

☐ Health coverage will not be offered

☐ Employer will offer or change health coverage for the lowest-cost plan available to the employee that meets the minimum value standard*.

Employee premium cost \$ _____
(Premium should reflect the discount for the wellness program.)

Date of change _____
(mm/dd/yyyy)

How often? ☐ Weekly ☐ Every 2 weeks ☐ Twice a month ☐ Once a month ☐ Quarterly ☐ Yearly

*An employer-sponsored health plan meets the "minimum value standard" if the plan's share of the total allowed benefit costs covered by the plan is no less than 60 percent of such costs (Section 36B (c)(2)(C)(ii) of the Internal Revenue Code of 1986).



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



**Appendix B -
Renewal**

**Complete ONLY if someone in your household is an
American Indian or Alaska Native**

- ▶ Tell us about your American Indian or Alaska Native family members(s).
- ▶ American Indians and Alaska Natives can get services from the Indian Health Services, tribal health programs, or urban Indian health programs. They may not have to pay co-pays and may get special monthly enrollment periods.
- ▶ If more than two people are American Indian or Alaska Native, make a copy of this page.

Person One Name (first, middle, last & suffix):

Has this person ever received a service from the Indian Health Service, a tribal health program, or urban Indian health program? ☐ Yes ☐ No

If no, does this person qualify to get these services? ☐ Yes ☐ No

List any income that includes money from these sources:

- Payments from a tribe for natural resources, usage rights, leases, or royalties.
- Payments from natural resources, farming, ranching, fishing, leases, or royalties from land designated as Indian trust land by the Department of Interior (including reservations and former reservations).
- Money from selling things that have cultural significance.

How much \$
income?

How often?

- ☐ Weekly ☐ Twice a month
- ☐ Every two weeks
- ☐ Monthly ☐ Yearly
- ☐ Not regular (for example, if this person works under a contract)
- ☐ Other _____

Person Two Name (first, middle, last & suffix):

Has this person ever received a service from the Indian Health Service, a tribal health program, or urban Indian health program? ☐ Yes ☐ No

If no, does this person qualify to get these services? ☐ Yes ☐ No

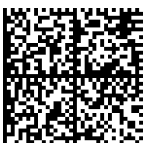
List any income that includes money from these sources:

- Payments from a tribe for natural resources, usage rights, leases, or royalties.
- Payments from natural resources, farming, ranching, fishing, leases, or royalties from land designated as Indian trust land by the Department of Interior (including reservations and former reservations).
- Money from selling things that have cultural significance.

How much \$
income?

How often?

- ☐ Weekly ☐ Twice a month
- ☐ Every two weeks
- ☐ Monthly ☐ Yearly
- ☐ Not regular (for example, if this person works under a contract)
- ☐ Other _____



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



**Appendix C -
Renewal**

**Complete ONLY if you are choosing someone to help with
your application**

- ▶ An authorized representative is a trusted friend, partner, or lawyer you choose to sign your renewal form, get information about this renewal form, and act for you with this agency.
- ▶ If we have an authorized representative on file for you, their information is shown below. Review the information. Write in any changes to the information.
- ▶ If you want to name an authorized representative, complete below. Make a copy of this page if you need additional space or if you need to add an additional authorized representative.

If you have an authorized representative on file, their name is shown below. Complete this section to confirm this information is still correct.

We show this person is your authorized representative:

Do you still want this person to be your representative? ☐ Yes ☐ No

If yes, has any information changed? ☐ Yes ☐ No

If your authorized representative's information has changed, or if you would like to name a new or different authorized representative, write in the information below.

Name of authorized representative and/or organization:

Address: City State Zip Code

Phone number: Phone type: ☐ Home ☐ Cell ☐ Work ☐ Other

Relationship to Applicant:

Please indicate the duties the you would like to authorize for this person.

- ☐ Apply for benefits ☐ Receive benefits ☐ Receive letters regarding actions taken on your case
☐ Receive request for information needed to determine eligibility
☐ Other:

Your Signature (person applying or renewing for coverage):

Date

**You can choose one Outreach Worker/Application Assister/Certified Application Counselor/
Navigator/Broker**

- ▶ Complete this section to authorize a certified application counselor/navigator/broker to be able to access confidential information related to your health coverage case.
- ▶ If we have a person/organization on file for you, the name is shown below. If you want to add/change your certified application counselor /navigator/broker, write in the information below.

Outreach Worker/Application Assister/Certified Application Counselor/Navigator/Broker name and name of organization:
ID Number (if applicable):

Do you still want this person to be your representative? ☐ Yes ☐ No

If yes, has any information changed? ☐ Yes ☐ No

Write in any new information below:



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



**Appendix D -
Renewal**

Complete ONLY for someone who is now applying for health coverage from Virginia Medicaid or whose circumstances may have changed.

- ▶ Fill out this page for people who are listed in Section 3 who are **applying for Medicaid or whose circumstances have changed**.
- ▶ Make a copy first if you need space for more people.

Tell us about this person's citizenship or immigration status.

Name (*first, middle, last & suffix*)

Date of Birth:

Social Security Number:

Is this person a U.S. citizen or U.S. national? ☐ Yes ☐ No **If yes**, go to Additional Information. **If no**, answer all of the questions below.

Document Type	Alien or I-94 number	Card or foreign passport number
---------------	----------------------	---------------------------------

Visit www.coverva.org for more information about eligible immigration status and document types.

- ☐ Check here if this person has arrived in the U.S. before 1996.
- ☐ Check here if this person, their spouse, or parent is a veteran or active duty member in the U.S. military.

Additional Information

- ☐ Check here if this person lives with and is the main person taking care of a child under the age of 19.
- ☐ Check here if this person wants help paying for medical bills from the last three months.
- ☐ Check here if this person was in foster care at age 18 or older and had Medicaid health coverage.

If this person is Hispanic/Latino, check all that apply. *You do not have to answer this question to be eligible for Medicaid.*

- ☐ Chicano/a
- ☐ Cuban
- ☐ Mexican
- ☐ Mexican American
- ☐ Puerto Rican
- ☐ Non-Hispanic/Unknown

What is this person's race? Check all that apply. *You may choose not to answer this question. You do not have to answer this question to be eligible for Medicaid.*

- ☐ American Indian or Alaska Native
- ☐ Asian Indian
- ☐ Black or African American
- ☐ Filipino
- ☐ Chinese
- ☐ Japanese
- ☐ Guamanian or Chamorro
- ☐ Native Hawaiian
- ☐ Korean
- ☐ Other Asian
- ☐ Other Pacific Islander
- ☐ Samoan
- ☐ Vietnamese
- ☐ White



STOP! Continue ONLY if someone in your household is 65 or older, blind, or disabled.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Complete ONLY if someone in your household who is 65 or older, blind, or disabled.

Person's Name

What resources does this person or their spouse have? Resources include things like checking/savings accounts, stocks, bonds, life insurance, and retirement funds.

Resource	Amount
	\$
	\$
	\$
	\$



STOP! Continue ONLY if someone in your home is receiving care in a nursing facility or in the home by a medical professional.

Complete ONLY for someone in your household who is in a nursing facility or receiving nursing care in the home.

Name of the nursing facility, state institution, or community-based care provider:

If married or separated, spouse's name: Name (*first, middle, last & suffix*):

Does this person's spouse have any home expenses? If yes, tell us below.

Rent/Mortgage: \$ _____ Utilities ☐ Yes ☐ No
Homeowner's/Renter's Insurance: \$ _____ Real Estate Taxes: \$ _____
Maintenance Charges for Condominium: \$ _____

Does this person's dependent(s) have any income? If yes, tell us below.

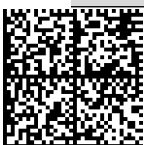
Social Security: \$ _____ Social Security Income: \$ _____
Civil Service: \$ _____ Veterans Administration: \$ _____
Retirement/Pension: \$ _____ Disability: \$ _____
Wages: \$ _____ Other (Trusts, Stocks, Annuities, Dividends,
Interest, etc): \$ _____

Has this person or their spouse transferred any real or personal property within the last year?

☐ No ☐ Yes *If yes, fill out below.*

Property Transferred	Value of Transfer	Date of Transfer
	\$	

Any household members who are 18 or older and not living with a parent or who are 21 and older and are now applying for coverage must also sign Section 7 of this renewal form.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.



Voter Registration

If you are not registered to vote where you live now, would you like to apply to register to vote here today? (Applying to register or declining to register to vote will not affect the amount of assistance that you will be provided by this agency.)

Please check one box only:

- ☐ Yes, I would like to apply to register to vote.
☐ No, I would not like to apply to register to vote.
☐ I am already register to vote.

IF YOU DO NOT CHECK ANY BOX, YOU WILL BE CONSIDERED TO HAVE DECIDED NOT TO REGISTER TO VOTE AT THIS TIME.

If you decline to register to vote, this fact will remain confidential. If you do register to vote, the office where your application was submitted will be kept confidential, and it will be used only for voter registration purposes.

If you would like help filling out the voter registration application form, we will help you. The decision whether to seek or accept help is yours. You may fill out the application form in private.

If you believe that someone has interfered with your right to register or to decline to register to vote, or your right to privacy in deciding whether to register or in applying to register to vote, you may file a complaint with the **Secretary of the Virginia State Board of Elections, Washington Building, 1100 Bank Street, Richmond, VA 23219-3497, 804-864-8901.**

WARNING: INTENTIONALLY MAKING A MATERIALLY FALSE STATEMENT ON THIS FORM CONSTITUTES THE CRIME OF ELECTION FRAUD, WHICH IS PUNISHABLE UNDER VIRGINIA LAW AS A FELONY. VIOLATORS MAY BE SENTENCED TO UP TO 10 YEARS IN PRISON, OR UP TO 12 MONTHS IN JAIL AND/OR FINED UP TO \$2,500.

To register to vote visit: <https://vote.elections.virginia.gov> or call or go to your local agency to request a paper voter registration form. If you need help completing the form, visit your local agency.

(for agency use only)

Voter Registration form completed: ☐ Yes ☐ No

Voter Registration form given to applicant for later mailing (at applicant's request): ☐

Agency Staff Signature

Date



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590).**



Non-discrimination Information

It is important we treat you fairly. We will keep your information secure and private.

This agency complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. This agency does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

This agency provides free aids and services to people with disabilities to communicate effectively with us, such as, qualified sign language interpreters and written information in other formats (large print, audio, accessible electronic formats, other formats). If you need these services, call us at **(804) 786- 7933 (TTY: 1-800-343-0634)**. This agency also provides free language services to people whose primary language is not English, such as qualified interpreters and information written in other languages. If you need these services, call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.

If you believe that this agency has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance in person, by mail, or by phone at: Civil Rights Coordinator, -DMAS, 600 E. Broad St., Richmond, VA 23219, Telephone: **(804) 786-7933 (TTY: 1-800-343-0634)**.

You may also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf> or by mail or phone at U.S. Department of Health and Human Services, 200 Independence Avenue, SW, Room 509F, HHH Building, Washington, D.C. 20201; **1-800-368-1019 (TTY 800-537-7697)**. Complaint forms are available at <https://hhs.gov/ocr/office/file/index.html>.



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.

Case #: 114452975

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Correspondence #: 713672426



English: Get help in your language

This Notice has important information about your benefits or application for health coverage from Virginia Medicaid. Look for important dates. You might need to take action by certain dates to keep your benefits. You have the right to get this letter for free in your language, in large print, or in another way that is best for you. Call us at 1-855-242-8282 (TTY: 1-888-221-1590).

Spanish: Obtenga ayuda en su idioma

Este aviso tiene información importante de Virginia Medicaid sobre sus beneficios o solicitud de cobertura de salud. Busque fechas importantes. Puede que necesite hacer algo antes de ciertas fechas para conservar sus beneficios. Tiene derecho a obtener esta carta en su idioma, con letra grande, o de cualquier otra manera que sea mejor para usted, de manera gratuita. Llámenos al 1-855-242-8282 (telefonía de texto [TTY]: 1-888-221-1590).

Korean: 본인의 언어로 도움을 받으세요.

이 통지서에는 버지니아 메디케이드의 의료 보험 혜택 또는 의료 보험 신청에 대한 중요한 정보가 들어 있습니다. 이에 대한 중요한 마감일도 공지하고 있습니다. 혜택을 받으려면 마감일까지 조치를 취하셔야 합니다. 이 통지서는 본인이 사용하는 언어로 또는 큰 글자로 인쇄된 서신으로 또는 본인에게 최선이 될 수 있는 방법으로 무료로 받을 수 있는 권리가 있습니다. 저희에게 문의해 주십시오. 문의처 1-855-242-8282 (TTY: 1-888-221-1590)로 전화하십시오.

Vietnamese: Nhận giúp đỡ bằng ngôn ngữ của quý vị

Thông báo này có thông tin quan trọng về cách quý vị nhận phúc lợi hoặc cách nộp đơn nhận bảo hiểm y tế thuộc chương trình Medicaid của tiểu bang Virginia. Hãy chú ý đến những ngày quan trọng. Quý vị có thể phải hành động trước một số ngày trong Thông báo này để tiếp tục nhận phúc lợi. Quý vị có quyền nhận thư này miễn phí bằng tiếng Việt, bằng chữ khổ lớn hoặc theo cách nào phù hợp nhất với quý vị. Xin gọi cho chúng tôi theo số 1-855-242-8282 (máy TTY: 1-888-221-1590).

Chinese (Traditional): 用您使用的語言獲得幫助

本通知包含有關您的Virginia Medicaid福利或醫療承保申請的重要資訊。請查看重要的日期。您可能需要在某些日期之前採取行動，才能保持您的福利。您有權免費用您使用的語言、大印刷體或其他最適合您的方式收到本信函。請電洽 1-855-242-8282 (TTY: 1-888-221-1590)。

Arabic: احصل على المساعدة بلغتك

يتضمن هذا الإخطار معلومات مهمة عن المزايا التي سوف تحصل عليها -أو عند التقدم للحصول عليها- من التأمين الصحي المقدم من فيرجينيا ميديكايد Virginia Medicaid. ابحث عن التواريخ المهمة. قد يتعين عليك القيام بإجراءات بحلول تواريخ محددة للاحتفاظ بمزاياك. يحق لك الحصول على هذا الخطاب مجاناً بلغتك، مطبوعاً طباعة كبيرة، أو بأفضل طريقة تراها. اتصل بنا على رقم 1-855-242-8282 (TTY: 1-888-221-1590).

Urdu: اپنی زبان میں مدد حاصل کریں

اس نوٹس میں آپ کے بینیفٹس یا Virginia Medicaid سے صحت کے کوریج کے لیے درخواست کے بارے میں اہم معلومات ہیں۔ اہم تاریخوں پر نظر رکھیں۔ آپ کو اپنے بینیفٹس برقرار رکھنے کے لیے مخصوص تاریخوں تک کارروائی کرنے کی ضرورت ہو سکتی ہے۔ آپ کو یہ خط اپنی زبان میں، بڑے حروف میں، یا کسی دوسرے طریقے سے جو آپ کے لیے بہترین ہو، مفت حاصل کرنے کا حق ہے۔ ہمیں 1-855-242-8282 (ٹی ٹی وائی: 1-888-221-1590) پر کال کریں۔

Hindi: अपनी भाषा में मदद लें

इस नोटिस में Virginia Medicaid से प्राप्त होने वाले आपके लाभों या हेल्थ कवरेज हेतु आवेदन के बारे में महत्वपूर्ण जानकारी दी गयी है। महत्वपूर्ण तारीखें देखें। आपको अपने लाभों को बनाये रखने के लिए निश्चित तारीखों तक कार्यवाही करने की आवश्यकता हो सकती है। आपको इस पत्र को अपनी भाषा में, बड़े फॉन्ट में, या ऐसे किसी अन्य ढंग में जो आपके लिए सबसे अच्छा हो, नि:शुल्क प्रोस करने का अधिकार है। हमें 1-855-242-8282 (TTY: 1-888-221-1590) पर फोन करें।

Farsi: دریافت کمک به زبان خود

این اطلاعیه حاوی اطلاعات و مطالب مهمی درباره مزایای درخواست شما برای پوشش بهداشتی و درمانی از Virginia Medicaid می باشد. به تاریخهای مهم توجه داشته باشید. شاید لازم باشد برای حفظ مزایای در تاریخهای مشخصی اقداماتی بعمل آورید. شما حق دارید این نامه را به رایگان به زبان خود، با حروف چاپی درشت یا هر روش دیگری که برایتان مناسب است دریافت کنید. لطفاً با ما در شماره 1-855-242-8282 (TTY: 1-888-221-1590) تماس بگیرید.

Bengali: আপনার নিজের ভাষায় সাহায্য পান

Virginia Medicaid এর স্বাস্থ্য বন্নি বন্নিয়ক আপনার সহযোগ-সুবাধা অথবা আবদেন সম্প্রকতি গুরুত্বপূর্ণ তথ্য এই নোটিশে আছে। গুরুত্বপূর্ণ তারিখগুলি অনুসন্ধান করুন। আপনার পরাপষ সুযোগ-সুবাধা চালু রাখতে হলে আপনাকে নির্দিষ্ট তারিখের মধ্যে পদক্ষেপে গ্রহণ করতে হতে পারে। আপনার অধিকার আছে নিজের ভাষায়, বড় অক্ষরে ছাপা অথবা আপনার পক্ষ্যে সরবরষেঠ এমন যেকোনও উপায়ে এই চিঠিটি বিনামূল্যে পাওয়ার। আমাদের টেলিফোন করুন এই নম্বরে: 1-855-242-8282 (TTY: 1-888-221-1590)।



You can get this letter in another language, in large print, or in another way that's best for you. Call us at 1-855-242-8282 (TTY: 1-888-221-1590).



Tagalog: Tumanggap ng tulong sa inyong wika

May mahalagang impormasyon ang patalastas na ito tungkol sa inyong mga benefit [kapakanan] o paghiling na masakop ng segurong pangkalusugan ng Virginia Medicaid. Tignan ang mga mahahalagang petsa. Maaaring dapat kumilos kayo sa ilan mga petsa upang mapanatili ang inyong mga benefit. May karapatan kayong matanggap ang sulat na ito sa inyong wika. malaking mga letra, o sa anumang paraan na pinakamahusay sa inyo. Tawagan kami sa 1-855-242-8282 (TTY: 1-888-221-1590).

Amharic: በቋንቋዎ እርዳታ ያግኙ

ይህ ማስታወቂያ ከሽርጂንያ ሜዲኬይድ የሚያገኙትን ጥቅሞችዎን ወይም የጤና ሽፋን ማመልከቻን አስመልክቶ አስፈላጊ መረጃ ያዘለ ነው። አስፈላጊ ቀናትን ይመልከቱ። ጥቅሞችዎ እንዳይቋረጡብዎ፣ በተወሰኑ ቀናት ውስጥ እርምጃዎችን መውሰድ ሊያስፈልግዎ ይችላል። ይህን ደብዳቤ፣ በነጻ፣ በቋንቋዎ፣ ተለቅ ባሉ ፊደሎች ታትሞ፣ ወይም ለእርስዎ በሚያመቹ በሌላ መንገዶች የማግኘት መብት አልዎት። ወደኛ በ 1-855-242-8282 (TTY: 1-888-221-1590) መደወል ይችላሉ።

French: Obtenez de l'aide dans votre langue

Cet avis contient des informations importantes sur vos prestations ou votre demande d'assurance-maladie auprès de Virginia Medicaid. Recherchez les dates importantes. Vous devrez peut-être prendre des mesures avant certaines dates pour conserver vos prestations. Vous avez le droit d'obtenir cette lettre gratuitement dans votre langue, en gros caractères ou de la manière qui vous convient le mieux. Appelez-nous au 1-855-242-8282 (ATS: 1-888-221-1590).

Russian: Получите помощь на вашем языке

В этом уведомлении содержится важная информация о ваших льготах или заявке на медицинское страховое покрытие Medicaid штата Вирджиния. Обратите внимание на важные даты. От вас может потребоваться выполнение тех или иных действий в определенные сроки для сохранения ваших льгот. Вы имеете право на бесплатное получение этого письма на вашем языке, крупным шрифтом или в другом удобном для вас формате. Позвоните нам по номеру 1-855-242-8282 (TTY: 1-888-221-1590).

German: Holen Sie sich Hilfe in Ihrer Sprache

Diese Mitteilung enthält wichtige Informationen zu Ihren Krankenversicherungsleistungen oder zu Ihrem Antrag auf Krankenversicherung von Virginia Medicaid. Achten Sie auf wichtige Daten. Sie müssen möglicherweise zu bestimmten Terminen Maßnahmen ergreifen, um Ihre Leistungen weiterhin zu erhalten. Sie haben das Recht, diesen Brief kostenlos in Ihrer Sprache, in Großdruck oder auf eine andere Weise zu erhalten, die für Sie am besten ist. Rufen Sie uns bitte an unter 1-855-242-8282 (TTY: 1-888-221-1590).

Bassa: M̈ b̈ein gbo-kpá-kpá dyée dé wuḍu m̈ poee mú

Cée-dè n̈à k̈e bédé b̈ǎ kpa d̈e b̈é b̈ó wé b̈é k̈ǎ baḍa m̈ b̈ein gbo-kpá-kpá b̈é dyée ɔ j̈ǎ k̈é m̈ d̈yi gbo-kpá-kpá z̈ò b̈ó n̈i kpódó-dyùàò d̈yi káná j̈è s̈òin dé n̈yo Kūn̈n j̈è gbo-kpáin-naín n̈ià dé V̈j̈ín̈ià k̈ee ní. D̈è wé kpa d̈e b̈é k̈ǎ mú m̈ b̈ein gbo-kpá-kpá b̈é n̈ià k̈e dyée k̈ee j̈è dyédé gbo. M̈ k̈ǎ b̈é m̈ k̈é gbo-kpá-kpá n̈ià k̈e z̈ò b̈ó wé j̈éé b̈é baḍa, b̈é m̈ k̈é n̈i gbo-kpá-kpá b̈é d̈yè. M̈ b̈ein cée-dè n̈ià k̈e dyée pídyi dé wuḍu m̈ poee mú dé cée-dè-dyèdè boo-boo mú, m̈ɔɔ dé hwiè k̈à k̈ò d̈ò k̈ǎ mú m̈ mó b̈é wa k̈é n̈i cée-dè c̈é k̈ee mú. D̈á à n̈iin dé n̈òb̈à n̈ià k̈e k̈ǎ 1-855-242-8282 (TTY: 1-888-221-1590).

Ibo: Nweta enyemaka n'asusu gi

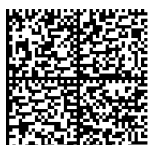
Nkwuputa nke a nwere ozi di mkpa banyere uru ndi gi maobu aririo gi maka mkpuchi ahuike site na Virginia Medicaid. Choo maka deeti di mkpa. Aga-achoro ka ime ufodu ihe n'ufodu ubochi iji dowe uru gi gasi. I nwere ikike inweta akwukwo ozi nke a n'efu n'asusu gi, ebiputara n'iji nnukwu mkpuruedemede, maobu n'uzo ozọ kacha mma maka gi. Kpoo anyi na 1-855-242 8282 (TTY: 1-888-221-1590).

Yoruba: Gba iranlowo ni ede re

Akiyesi yi ni iwifun-ni pataki nipa awon anfaani tabi iwe ibewẹ fun agbegbe ilera lati Virginia Medicaid. Wa awon ojo pataki. Ó se é se lati gbe igbésé ni awon ojo kan lati fi awon anfaani re pamọ. Ó ni eto lati gba letà yi ni ofe ni ede re, ni kikosilẹ gádàgbà tabi ni ọnà miran ti ó dara fun ọ. Pè wá ni 1-855-242-8282 (TTY: 1-888-221-1590).



You can get this letter in another language, in large print, or in another way that's best for you. Call us at **1-855-242-8282 (TTY: 1-888-221-1590)**.





FAMIS Select – Application

WHAT IS FAMIS Select?

FAMIS Select is a voluntary program that gives families with children **approved for FAMIS** greater flexibility and choice in providing for their family's health care coverage. FAMIS Select can help families pay for part of their health insurance premiums at work or for a private insurance plan.

INSTRUCTIONS: The policyholder or person who carries the insurance plan should complete this application. Please print all information and check application for completeness. FAMIS Select enrollment will begin the month after approval of your FAMIS Select Application. Read the back of this application for detailed instructions. **Proof of Insurance payment must be included with the application in order to process.** When you have answered all the questions, sign and return to: **FAMIS Select Unit, DMAS, Suite 1300, 600 East Broad Street, Richmond, VA. 23219. Phone: (804) 786-7024 (Richmond Area), 1- 888-802-5437 (Rest of State) or Fax to (804) 225-3961 Attn: FAMIS Select.**

SECTION 1 - Personal Information of Applicant (Policyholder)

Name:		Social Security Number: (Not Required)	
Address (Street, PO Box, etc.):			
City:	State:	Zip Code:	Home Phone # () Work Phone # ()

SECTION 2 – Information on Health Insurance Policy

Name and Address of Insurance Company:	Employer's Plan <input type="checkbox"/> Private Insurance Plan <input type="checkbox"/> Effective Date: / / Policy #:
Check the Benefits Covered by the Plan: <input type="checkbox"/> Doctor visits <input type="checkbox"/> Well-child check-ups <input type="checkbox"/> Dental care <input type="checkbox"/> Hospital & emergency care <input type="checkbox"/> Immunizations <input type="checkbox"/> Vision Care <input type="checkbox"/> Lab & X-rays <input type="checkbox"/> Prescription drugs <input type="checkbox"/> Mental Health Care <input type="checkbox"/> Other (Please explain if this policy has special or limited benefits such as for accidents only or cancer only)	

Note: The employee must apply for the full premium contribution from the employer.

SECTION 3 - List ALL Family Members Covered by Plan and Check if Approved by FAMIS

NAME	DATE OF BIRTH	RELATIONSHIP	FAMIS-APPROVED
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 4 – Insurance Premium Information (Amount paid by policyholder does not include employer's contribution)

Amount paid for Health Insurance Per paycheck \$	Amount paid for Dental Insurance Per paycheck \$	Amount paid for Vision Insurance Per paycheck \$	Number of Pay Periods per month insurance is deducted from 4 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/> other <input type="checkbox"/>
For Private Health Plans Amount paid for Health Insurance Per month \$		Amount paid for Dental Insurance Per month \$	Amount paid for Vision Insurance Per month \$

Disclaimer: The FAMIS Select program will not provide premium assistance payments to a non-custodial parent who is under a court order to provide medical support.

Signature of Policyholder:	Date:
Signature of Custodial Parent: (if different than policyholder)	Date:

FAMIS *Select* -Application Instructions

How do I apply?

To get started, simply fill-out the application. **If you have additional questions, contact the FAMIS *Select* Unit at (804) 786-7024 or toll-free at 1-888-802-5437.**

Section 1 Personal Information of Applicant (Policyholder): The policyholder is the person who carries the insurance plan. Complete this section by listing your name, social security number (not required) address, city/county of residence and phone numbers (work and home).

Section 2 Information on Health Insurance Policy: Complete this section by indicating the name and address of your health insurance company/plan, check if your plan is an employer's plan or a private plan and include the effective date and policy number. In the next box, check the benefits that are covered by your plan.

Note: The applicant completing this form and receiving health insurance from an employer must apply for the full contribution available from the employer.

Section 3 List ALL Family Members Covered by Plan and Check if Approved by FAMIS: Provide information on all family members, including adults, that will be covered by the applicant's employer-

sponsored health plan or by a private health plan. For each person, write the name, date of birth, your relationship to the person, and if the person is a child, check if they are approved for FAMIS.

Section 4 Insurance Premium for Health and Dental: Write in "amount paid" by policyholder per paycheck for health, vision, and dental. In the next box, check the box that indicates the number of pay periods for insurance deductions each month. 4 is weekly, 2 is bi-weekly, 1 is monthly) Please state if other.

Proof of Insurance payment must be included with the application in order to process.

Signature: If you are the policyholder, sign on the first line. If the policyholder is not a custodial parent, then a custodial parent must also sign the second line.

Final checklist:

- ☐ did you answer all the questions?
- ☐ did you attach your pay-stub or proof of an insurance payment?
- ☐ did you sign the application?

Mail to FAMIS *Select*
600 East Broad Street, Suite 1300
Richmond, VA 23219, or Fax to (804) 225-3961.

Each month send to FAMIS *Select* a pay-stub that shows insurance is being deducted or proof you have paid for private health insurance. It is very important that you report any changes in your health care coverage to FAMIS *Select* IMMEDIATELY. Failure to do so may result in repayments to the Virginia Department of Medical Assistance Service

HELP US KEEP YOUR CHILDREN COVERED – TELL US IF YOU CHANGE JOBS, DROP THE INSURANCE PLAN, HAVE A NEW ADDRESS (CHECKS CANNOT BE FORWARDED), OR PURCHASE A NEW PLAN.