

**MEDICAID BASICS: INFORMATION COLLECTION ~ (The Medicaid Scavenger Hunt)**

The most important first step, and often the most tedious step, in the process of securing Medicaid eligibility, is the collection of all relevant information.

<b>PERSONAL INFORMATION</b>			
	<i>applicant</i>	<i>spouse (if any)</i>	<b>DESCRIPTION</b>
1.1			<b>Photo Identification:</b> Driver's license, State Identification Card, Passport or other official photo identification for Applicant, and Spouse if married.
1.2			<b>Birth Certificate</b> or other proof of citizenship for Applicant, and Spouse if married
1.3			<b>Voter Registration Card</b> <i>(not required, but sometimes helpful)</i>
1.4			<b>Social Security Card</b> for Applicant, and Spouse if married
1.5			<b>Medicare Card</b> for Applicant, and Spouse if married
1.6			<b>Supplemental Health Insurance Card</b>
1.7			<b>Power of Attorney</b> and/or copy of any guardianship papers if Applicant has a legally appointed guardian.
1.8			<b>Marriage Certificate,</b> required if married
1.9			<b>Proof of Military Service</b> if Applicant or Spouse was a Veteran of the Armed Forces
1.10			<b>Long Term Care Insurance Policy,</b> if any
1.11			<b>Last Will &amp; Testament</b> or <b>Living Trust,</b> if either <i>(not required, but helpful)</i>

<b>PROOF OF ALL INCOME SOURCES</b>			
	<i>applicant</i>	<i>spouse (if any)</i>	<b>DESCRIPTION</b>
2.1			<b>Social Security Benefits:</b> confirmation of gross monthly social security benefits received by Applicant, and Spouse if married. Best evidence is the "Proof of Income" letter sent by SSA in December of each year. (Not the 1099 Form)
2.2			<b>Railroad Retirement Benefits:</b>
2.3			<b>Pension Benefits:</b> Must confirm Gross Monthly Pension amount and identify any deduction(s). <i>Note: IRA 1099 or Bank Statement Deposit history, <u>not</u> sufficient.</i>
2.4			<b>Veterans Benefits:</b> Written confirmation of benefit type(s) and amount If VA Pension <u>with</u> Aid & Attendance, need letter confirming <u>each</u> benefit amount
2.5			<b>Current year RMD</b> (Required Minimum Distribution this year for IRA's)
2.6			<b>Dividends and/or Interest:</b> .
2.7			<b>Annuity Income:</b>
2.8			<b>Rental Income:</b>
2.9			<b>Workers Compensation and/or Unemployment:</b>
2.10			<b>Trust Fund Payments Received :</b>
2.11			<b>Gifts Received Regularly:</b>

<b>DISCLOSURE OF ASSETS</b>			
	<i>applicant</i>	<i>spouse (if any)</i>	<b>DESCRIPTION</b>
3.1			<b>Home:</b> Deed to House or Condominium - Title to Modular Home
3.2			<b>Vehicle(s): Title Certificate, Registration and Proof of insurance</b> for all vehicles owned by Applicant, and Spouse if married. ( cars, trucks, cycles, trailers, boats, etc)
3.3			<b>Pre-paid Burial, Funeral And/or Cremation Contract</b> , if one has been established for Applicant, or Spouse if married.
3.4			<b>Deed to Cemetery Plot.</b>
3.5			<b>Other Real Estate:</b> In addition to title to home, Deed and real property tax bill for any real property owned by Applicant, or Spouse if married. Also need a copy of the Deed for any real property in which Applicant or Spouse owns a life estate interest.
3.6			<b>Bank Statements:</b> Last three (3) bank statements ( <u>all pages</u> ) for all checking, savings, credit union and accounts of Applicant, and Spouse if married.
3.7			<b>Investment or Brokerage Account(s)</b> Statement for last 3 months - <u>all pages</u>
3.8			<b>Certificates of Deposit:</b> Copies of CD's of Applicant, and Spouse if married.
3.9			<b>Stock Certificates:</b> Copies of Certificates and determination of current market value.
3.10			<b>Savings Bonds:</b>
3.11			<b>Retirement Accounts:</b> Last three (3) statements on all IRA, 401K, KEOGH or other retirement accounts for Applicant, and Spouse if married.
3.12			<b>Annuities:</b> Information on all annuities owned by Applicant, or Spouse if married, including the Annuity Contract, date of purchase, terms and current value.
3.13			<b>Life Insurance:</b> Copies of all policies for Applicant, and Spouse if married. Current Value Statement (must determine face value and <u>Cash Surrender Value</u> , if any, of each policy.
3.14			<b>Mortgage and/or Promissory Note</b> currently <u>held</u> by Applicant, or Spouse if married.
3.15			<b>Any Other Asset:</b> Documentation evidencing ANY OTHER asset owned by Applicant, or Spouse if married.
<b>4.0</b>	<b><i>DISPOSITION (SALE OR TRANSFER) OF ASSETS</i></b>		
<b><u>IMPORTANT</u></b>			
<p>If Applicant, or Applicant's Spouse if married, has closed any account or sold, transferred, gifted or otherwise disposed of ANY asset of assets to any one or more persons, <u>or to a Trust</u>, at any time within 60 months (5 Years) prior to the Application date, a "paper trail" (documentation) <u>may</u> be required regarding each event, including the date and value of the asset. All transfers made within 60 months of application must be disclosed and any Gifts within that period <u>will</u> cause a period of ineligibility - unless they are disclosed and corrected.</p> <p style="text-align: center;"><b>ACCURATE AND COMPLETE DISCLOSURE OF ALL GIFTS (UNCOMPENSATED TRANSFERS) IS ABSOLUTELY REQUIRED!</b></p>			

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