



Nursing Home Medicaid Documentation Checklist

Copies are fine for all documents, originals are not necessary. If you are having trouble obtaining any documents, please speak with your SeniorCare caseworker, as he/she may be able to help you obtain certain documents.

*When the applicant is married, **all** information must be submitted for **BOTH** spouses*

- Photo ID (one is enough)
 - Passport (may be expired)
 - Driver's License
 - Work ID
 - Naturalization Papers, if applicable
- Verification of Citizenship (one is enough, may use the same form as the Photo ID)
 - Passport (may be expired)
 - Naturalization Papers, if applicable
 - Birth Certificate
 - Baptismal Certificate
 - Voter Registration Card
- Proof of Marital Status (whichever one is relevant)
 - Marriage Certificate (or Kesubah)
 - Spouse's Death Certificate
 - Divorce Decree/Separation Papers
- Verification of Social Security Number (one is enough)
 - Social Security Card
 - 10-99 (Income Producing Documents) from Social Security Administration
- Verification of Address (whichever is applicable)
 - Rent receipt or current lease agreement
 - Deed to house or condominium (when owned by applicant or spouse)
 - Stock Certificate for co-op
 - If none of the above are applicable: speak to your SeniorCare Representative to get a letter for your landlord to sign.
 - In addition to the above we will need one recent utility bill (such as: telephone, cable, gas, electric)
- Health Insurance (BlueCross/BlueShield, AARP, UHC, HIP, Oxford, Elderplan etc.)
 - All insurance cards
 - Proof of premium (Either a letter or statement stating the premium amount and the time period the premium covers or copies of the last three cancelled check showing payment of premium)



- Medicare
 - Medicare card (red, white and blue card) – Replacement cards can be obtained by calling 1-800-633-4227
- Verification of Monthly Income (all that apply)
 - Social Security Award Letter (If you do not have one, you may request this letter by calling 1-800-772-1213 or SeniorCare can request one on your behalf)
 - Letter from pension or annuity company stating amount of current payments issued (and how often it is issued)
 - Last three salary stubs (if applicant or spouse is currently employed)
 - Letter from bank where IRA's are maintained stating the RMD (Required Minimum Distribution) amount for the current year (even if distribution wasn't taken yet)
- German or Austrian Reparations
 - Proof of amount received – such as: copy of latest check received, statement or receipt (If money is directly deposited into the bank account, speak to your banker about obtaining a payment stub or other proof of payment)
 - Proof of the total received from Germany (SeniorCare can obtain this list for you if needed)
- Financial Information (bank accounts including savings, checking, passbook, stocks, bonds, CD's IRAs Annuities Etc.)
 - All pages of all statements of all accounts that the applicant or his/her spouse maintained in the past five years (including closed accounts)
- Whole Life Insurance
 - Statement or letter from the insurance company stating name of owner and the current cash value (or if policy was cashed out in the past five years, a letter stating when the policy was cashed out and the cash value at the time)
- Income Tax Forms
 - A copy of the income tax returns for the past five years
 - If you did not file taxes: A letter of non-filing for the past five years which can be obtained by calling the IRS (1-800-829-0922)
- In Addition, Applicants Living Outside NYC (speak to your caseworker to obtain)
 - Signed letter of authorization
 - Two affidavits signed by neighbors confirming applicants residence
 - Signed Medicaid application (for certain countries)