

# Health First Colorado and Child Health Plan *Plus* (CHP+) Citizenship and Identity Requirements for U.S. Citizens (DRA)

## DRA Exemption Group:

The following groups are exempt from providing Citizenship and Identity Verification:

- Clients currently eligible for:
  - SSI,
  - SSDI, or
  - Medicare
- Foster Care children.
- Children born to mothers receiving Medicaid or CHP+ at the time of the child's birth.
- Individuals receiving Medical Assistance during a period of presumptive eligibility.

## Verification Requirements:

- Citizenship and identity documents may be submitted as originals, certified copies, photocopies, faxes, scans or other copies.
- Once a client has submitted acceptable verification, they will not be required to submit verification again.
- Expired documents are acceptable.

## Acceptable Documentation:

## Stand-Alone Evidence of Citizenship AND Identity:

Box 1

These documents can be used to verify both citizenship and identity. If an individual submits one of these documents, no other verification of citizenship or identity is needed.

- A U.S. passport.
- A Certificate of Naturalization.
- A Certificate of U.S. Citizenship.
- A document issued by a federally-recognized American Indian Tribe.

## Evidence of Citizenship:

Box 2

These documents can only be used to verify citizenship. An individual submitting one of these documents must also submit verification of identity (Box 3).

- U.S. public birth certificate if recorded before age 5.
- Report of Birth Abroad of a U.S. Citizen (Form FS-240).
- Certification of birth issued by the U.S. Department of State (Form FS-545 or DS-1350).
- U.S. Citizen ID card (DHS form I-197 or I-179).
- U.S. Military Record that shows a U.S. place of birth.
- Data verification with SAVE.
- Certificate of Citizenship issued for the Child Citizenship Act of 2000 as amended (8 U.S.C. 1431).

- Medical records, including, but not limited to, hospital, clinic, or doctor records or admission papers from a nursing facility, skilled care facility, or other institution that indicate a U.S. place of birth.
  - Souvenir "birth certificates" issued by a hospital are not acceptable.
  - Immunization records do not count.
- Life, health or other insurance record showing a U.S. place of birth.
- An official religious record that was recorded in the U.S. showing the birth occurred in the U.S. and the name of the person.
- School records, including pre-school, Head Start and daycare showing the child's name and U.S. place of birth.
- Federal or state census record showing U.S. citizenship or a U.S. place of birth.

## Evidence of Citizenship: cont...

Box 2 cont...

- One of the following, showing a U.S. place of birth created at least 5 years before the initial application date:
  - Seneca Indian tribal census record.
  - Bureau of Indian Affairs tribal census record of the Navajo Indians.
  - U.S. State Vital statistics official notification of birth registration.
  - A delayed U.S. public birth record that is recorded more than 5 years after the person's birth.
  - Statement signed by the physician or midwife who was in attendance at the time of birth.
  - The Roll of Alaska Natives maintained by the Bureau of Indian Affairs.
- Written affidavits. For full details see 10 CCR 2505-10 Volume 8.100.3.H.2.b.xx.

## Providing assistance to obtain documents:

If the applicant or recipient tries to present satisfactory documentation, but is unable because the documents are not available, the agency should assist the individual in securing these documents.

If the applicant or recipient cannot obtain the necessary documents and needs assistance (for example, is homeless, mentally impaired or physically incapacitated) and lacks someone who can act on their behalf, then the agency should assist the client in documenting U.S. citizenship and identity.

If the client is making a good faith effort to obtain the required documentation, then the due date to submit the verification can be extended up to 6 months.

## Verification of Identity:

Box 3

The following documents can be used to verify identity only. An individual using one of these documents to verify identity must also verify citizenship using one of the documents from Box 2:

- A state driver's license bearing the individual's picture or name and address, and description.
- School identification card with a photograph of the individual.
- U.S. military card or draft record.
- A federal, state or local government-issued identity card with the same information included on driver's licenses.
- Military dependent's identification card.
- U.S. Coast Guard Merchant Mariner card.
- Certificate of Indian Blood or other U.S. American Indian/Alaska Native Tribal document with a photograph or other identifying information.
- Three or more documents that together reasonably corroborate the identity of an individual.
- For children under the age of 16 the following documents are acceptable:
  - Clinic, doctor or hospital records.
  - School, daycare or nursery school records, including report cards.
    - These documents must be verified with the issuing school, or daycare.
  - Identity Affidavit signed under penalty of perjury by a parent or guardian.
    - The affidavit:
      - Must state the date and place of birth of the child.
      - Cannot be used if an affidavit for citizenship was used.
      - Is not required to be notarized.
      - An affidavit may be accepted on behalf of a child under the age of 18 in instances when school ID cards and drivers' licenses are not available to the individual until that age.
- An affidavit may be used for people with disabilities in institutional care facilities, if all of the following requirements are met:
  - It will be signed under penalty of perjury by a residential care facility director or administrator on behalf of an institutionalized individual in the facility.
  - No other evidence of identity is available to the individual.
  - Identity affidavits are not required to be notarized.