

Helping Residents, Patients and Loved Ones Renew their Medicaid Long-Term Services and Support (LTSS) Benefits

Q. What can I do to help my loved one, patients or residents living in my facility renew their LTSS Benefits?

A. That's a great question! **Please remind them to fill out, sign and return the renewal by the due date. If they indicate any change, they should include the following information in their renewal packet:**



LTSS Renewals Require:

- ✓ **Income** – If there are changes in the amount they receive from pensions, IRAs, or annuities, please submit verification of this new amount. You do NOT need to submit verification of a change in your Retirement, Survivors and Disability Insurance (RSDI) because we can verify these changes electronically.
- ✓ **Resources** – Please identify any new resources that your loved one owned (alone or jointly) or any resources that have recently been sold or transferred. We need documentation of new resources and sales or transfers. If they have not sold or transferred resources, or acquired additional resources, then no verification is needed. We will verify other resources electronically and will reach out if we have any questions.
- ✓ **Address and Living Arrangement** – If there is an address change, please provide verification. Please also be sure to let us know if you entered or left an assisted living residence, nursing facility or group home. Address verification includes rent or mortgage receipts showing their address, voter registration card, lease agreement or letter from landlord and mail received with their name and home address.
- ✓ **Family and Household Circumstances** – Let us know if there have been any changes in the household of the beneficiary, such as if their spouse or a dependent of an LTSS beneficiary has died, was divorced, married someone else or moved into, out of, or sold a house that is NOT counted as a resource.
- ✓ **Confidential Information (DHS-25) and Health Information Disclosure (DHS-25M) forms** – If these documents are included in their renewal packet, please fill them out so that we know if we can share information with their provider. All Medicaid LTSS application forms can be found online here: <http://www.eohhs.ri.gov/ReferenceCenter/FormsApplications/MedicaidLTSSApplication.aspx>
- ✓ **Immigration Status** - Tell us if the immigration status of a non-citizen LTSS beneficiary and/or a sponsor has changed since the date of the initial application or last renewal.