



AN ELDER LAW FIRM

Office: (501) 251-1050 Fax: (501) 358-4711

MEDICAID VERIFICATION CHECKLIST

PERSONAL INFORMATION:

- _____ ID Cards: Driver's License, Social Security, Medicare, Supplemental and Rx Insurance (front & back).
If DL & SS cards are not available, will need something to verify DOB and SSN.
- _____ Verification of Health and Prescription insurance monthly premium
- _____ Birth Certificate (If married, need both spouses)
- _____ Marriage license, divorce decree, death certificate (if applicable)
- _____ Power of Attorney or Guardianship papers
- _____ Last Will and Testament

INCOME:

- _____ Verification of all monthly gross and net income, including but not limited to Social Security, VA, pension, retirement, annuities, rental, minerals, etc. For spousal cases, we will need CS income if there will be a spousal allowance.
- _____ Long term insurance contracts (if applicable)

RESOURCES:

- _____ Bank statements for all accounts (all pages). This includes checking, Savings, money market, CD's, IRA's, annuities, etc. For single cases, please provide most recent 6 months statements. For all spousal cases, please provide all statements from date of 1st institutionalization to current.
- _____ All annuity contracts (if applicable)
- _____ All life insurance policies, including declaration page verifying the face value and cash surrender value. For single cases, please provide values as of Medicaid eligibility date. For spousal cases, please provide values from date of 1st institutionalization (hospital or nursing home) to current.
- _____ If any financial accounts were closed, provide copies of the closing statements with verification of amount received at date of closure.
- _____ If any life insurance policies were surrendered, please provide verification of the surrender notice to verify gross and net amount received.
- _____ Copies of burial contracts and verification that it is irrevocable. If not irrevocable, have the family irrevocably assign to a funeral home.
- _____ Any trusts (Revocable or Irrevocable) that name client as a Settlor or Beneficiary. WE MUST HAVE COMPLETE COPY OF THE TRUST.

***** For spousal cases requiring a spousal allowance, we will need the following: *****

- 1) Mortgage or rent statement
- 2) Homeowner's insurance premium verification
- 3) Real and Personal property tax statement
- 4) Utility bills