

MEDICAID & HOME CARE FOR CHILDREN WITH SEVERE DISABILITIES



NHCarePath is New Hampshire's "front door" to quickly connect individuals to a full range of community services and supports.

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What Are Home and Community Based Services for Children with Severe Disabilities?

Home Care for Children with Severe Disabilities (HC-CSD) is available for children up to age 19 who have a disability that is expected to last 12 months or longer, who medically qualify for institutional care, and who are being cared for at home. Parents or guardians apply on behalf of a child. Only the income and resources of the child with a disability are counted toward his or her eligibility, which is commonly known as the "Katie Beckett" option. Important points for those considering this option:



- Your child must meet both financial and medical eligibility.
- The resource limit is \$2,500 for your child. If your child's resources exceed \$2,500 at the time of application, the application will be denied unless the excess is spent down within 30 days.
- You must provide a copy of any trust and any asset held by the trust with your application.

How Do I Apply For Home Care for Children with a Severe Disability?

You will need to complete an application for assistance (also called 'Form 800')

A Form 800 can be obtained through any one of the following options:

1 NH Easy- Learn more and [apply online](#)

2 ServiceLink - see the listing at end of this booklet or visit the [ServiceLink Offices](#) website

3 A Local NH DHHS District Office – see listing at the end of this booklet or visit the [District Offices](#) website

Applying for Medicaid is a two-step process that is both financial and medical

Where Do I File the Completed Application?

You can submit an application for your child online at [NH Easy](#) or you can mail or drop off your application at a District Office (see a listing at the end of this booklet or visit the [DHHS website](#)).

Now That the Application Is Submitted– What's Next?



Once your application has been submitted, you will need to have a face to face interview with a Family Support Specialist. An appointment date for an interview will be mailed to you. *Sometimes it can take up to 2 weeks to get an appointment. Please keep this appointment.*

Rescheduling will cause your eligibility decision to be delayed. It is important for you to attend this meeting. If you need to reschedule this appointment, please contact the district office. If you are not able to go to the

interview your Durable Power of Attorney, Guardian, or another person you choose may represent you. You must sign the **Authorized Representative Form** if the person selected is not legally bound to represent your child. (An Authorized Representative form is available at the District Office or [can be downloaded](#))

If you miss an appointment, please contact the number on the bottom of your appointment notice as soon as possible to reschedule to avoid automatic denial of your application.

What Do I Need To Bring To The Interview?

Please provide the documents listed on the next page with your application or at the time of your personal interview. Please plan to spend at least 2 hours going through the interview process.

In order to serve you better, **please provide COPIES** of the documents listed on the next page at the interview. If you experience any problems obtaining the documents, you will be given 10 additional days after the interview to provide any missing verifications. Please contact your Family Services Specialist if you have an issue obtaining verification.

The Department of Health and Human Services (DHHS), through a cross match with Social Security, obtains verification of Citizenship. On occasion, DHHS does require proof; if that is needed, a request will be mailed after the interview.

Please note that the resource limit for Medicaid is \$2,500. You will need to provide documentation with bank/financial statements verifying that your child's total resources are \$2,500 or less at the interview. For an application for HCCSD, only the income and resources of the child are considered.

Your Verification Check List

- Citizenship and age are verified through a cross match with Social Security. You may be asked to produce a birth certificate or passport.
- Social Security number.
- Medical insurance card and proof of premiums.
- If parent or guardian is unable to interview in person, an Authorized Representative Form, General Power of Attorney or Guardianship papers.
- If applicable, proof of residence.
- Verification of child's total monthly income (gross amounts) such as: social security income, supplemental security income, veterans income (award letter), disability income, trust income and any other income received.
- If applicable, life insurance (copy of policy) and letter from the insurance company for the current cash value. This amount is included in the \$2,500 resource limit. If you change the beneficiary of the policy to the funeral home or DHHS, it is not counted as a resource.
- If applicable, a complete copy of any trust. Verification of the value of assets held in the trust as well as any income disbursements from the trust during the past year.
- Children with Severe Disabilities Report of Parent or Guardian (Disability Determination Unit Form 968).
- Authorization for Release of Protected Health Information (Disability Determination Unit Form 900), for each provider listed on the Form 968.
- A copy of the child's Individual Education Plan (IEP) or "504" Plan, if available.



Important Terms You Need To Know

Authorized Representative – Is a person acting on your behalf.

Financial Eligibility – When your child’s assets and monthly income meet all Federal and State guidelines and your application has been approved.

Medical Eligibility – When a medical assessment has been completed to determine the best level of care necessary to care for your child. An assessment will be completed by a nurse when a Medicaid application is filed with DHHS.

Notice of Decision – The letter you receive in the mail that says whether your child is eligible for Medicaid.

Redetermination – A form required to be completed by all eligible recipients on a regular basis. It provides an update of your current financial information for DHHS. *It must be completed at least yearly to keep your eligibility.*

Resource Limit – The maximum dollar value of all assets at the time of application.

What Can I Expect After My Interview?

The Medicaid process involves a two-step process that includes both financial and medical reviews.

You should leave the interview with a list of any documents that the Family Services Specialist (FSS) needs to complete your application. *You need to provide these within ten (10) days.* The FSS who conducts your interview will begin reviewing your application **only when all documents are received.**

If you submitted a Trust or annuity, the review of Trusts is done by a representative at DHHS state offices. **This review takes additional time, so provide it as soon as possible.**

Once financial eligibility has been determined, Children with Severe Disabilities Report of Parent or Guardian (Form 968), Authorization for Release of Protected Health Information (Form 900), the IEP, and any medical records already received will be sent to the Disability Determination Unit for the medical determination. The Disability Determination Unit will send out requests to medical providers for additional medical information needed to make the determination.

While your application is pending, you will only be contacted by the Disability Determination Unit or your Family Services Specialist if more information is needed.

How Will I Find Out About the Decision?

A Notice of Decision will be mailed to you. If you disagree with any part of the decision, you will also receive information on how to appeal this decision.

However, you must act quickly to appeal (within 30 days).

Looking For A Location To Submit Your Application In Person?

NH Department Of Health And Human Services - District Offices

Berlin District Office

650 Main Street, Suite 200
Berlin, NH 03570
(603) 752-7800; (800) 972-6111
TDD Access Relay: (800) 735-2964
Fax: (603) 752-2230

Claremont District Office

17 Water Street, Suite 301
Claremont, NH 03743
(603) 542-9544; (800) 982-1001
TDD Access Relay: (800) 735-2964
Fax: (603) 542-2367

Concord District Office

40 Terrill Park Drive
Concord, NH 03301
(603) 271-6200; (800) 322-9191
TDD Access Relay: (800) 735-2964
Fax: (603) 271-6451

Conway District Office

73 Hobbs Street
Conway, NH 03818
(603) 447-3841; (800) 552-4628
TDD Access Relay: (800) 735-2964
Fax: (603) 447-1988

Keene District Office

111 Key Road
Keene, NH 03431
(603) 357-3510; (800) 624-9700
TDD Access Relay: (800) 735-2964
Fax: (603) 352-2598

Laconia District Office

65 Beacon Street West
Laconia, NH 03246
(603) 524-4485; (800) 322-2121
TDD Access Relay: (800) 735-2964
Fax: (603) 528-4105

Littleton District Office

80 North Littleton Road
Littleton, NH 03561
(603) 444-6786; (800) 552-8959
TDD Access Relay: (800) 735-2964
Fax: (603) 444-0348

Manchester District Office

1050 Perimeter Rd, Suite 501
Manchester, NH 03103
(603) 668-2330; (800) 852-7493
TDD Access Relay: (800) 735-2964
Fax: (603) 668-5442

Rochester District Office

150 Wakefield Street, Suite 22
Rochester, NH 03867
(603) 332-9120; (800) 862-5300
TDD Access Relay: (800) 735-2964
Fax: (603) 335-5993

Seacoast District Office

50 International Drive
Portsmouth, NH 03801
(603) 433-8300; (800) 821-0326
TDD Access Relay: (800) 735-2964
Fax: (603) 431-0731

Southern District Office

26 Whipple Street
Nashua, NH 03060
(603) 883-7726; (800) 852-0632
TDD Access Relay: (800) 735-2964
Fax: (603) 883-2064

