

392-000-301 DOCUMENTS FOR VERIFICATION OF CITIZENSHIP

Primary Citizenship verified by one of the following:

1. U.S. Passport
2. Certificate of Naturalization (N-550 or N-570)
3. Certificate of Citizenship (N-560 or N-561)
4. Receipt of Supplemental Security Income (SSI) as shown on SDX interface
5. Receipt of Social Security Disability Insurance (SSDI) as shown on BDE interface
6. Documentation of child receiving foster care or adoption assistance payments under Title IV-B or IV-E
7. Eligibility of a newborn for Medicaid in the month of his/her birth
8. Entitlement to or enrollment in Medicare as shown on BDE interface
9. A document issued by a federally recognized Indian Tribe evidencing membership, enrollment in, or affiliation with such tribe. The document must identify the federally recognized Indian Tribe which issued it, identify the individual by name, and confirm the individual's membership, enrollment in, or affiliation with that Tribe. Some examples include Tribal enrollment and membership cards, a certificate of degree of Indian blood issued by the Bureau of Indian Affairs, a Tribal census document, or a document issued by a Tribe indicating an individual's affiliation with the Tribe.

If none of the above are available, you must have one document from the following listing.  
Secondary list; start at the top.

1. A U.S. public birth record showing birth in:
  - a. One of the 50 U.S. states or Nebraska DHHS IM-22 proof of birth
  - b. District of Columbia
  - c. Swain's Island (Puerto Rico if born on or after 1/13/1941)
  - d. Virgin Islands of the U.S. (on or after 1/17/1917)
  - e. Northern Mariana Islands (after 11/4/1986)
  - f. Guam (on or after 4/10/1899)
2. Certification of Report of Birth (DS-1350) issued by Department of State if born outside the U.S.
3. Consular Report of Birth Abroad of a Citizen of the United States of America (FS-240)
4. Certification of Birth Abroad (FS-545 or DS-1350)
5. United States Citizen Identification Card (I-197) or the prior version I-179
6. Northern Mariana Card (I-873)
7. American Indian Card (I-872)
8. Final adoption decree showing the child's name and U.S. place of birth
9. Evidence of civil service employment by the U.S. government showing employment by the U.S. government before 6/1/1976
10. Official Military record of service showing a U.S. place of birth (for example a DD-214)

Level 3 and 4 list to be used if no other citizenship documents are available

1. Extract of hospital record on hospital letterhead established at the time of the person's birth and created at least 5 years before the initial application date and indicating a U.S. place of birth
2. Life or health or other insurance record showing a U.S. place of birth and created at least 5 years before the initial application date
3. Federal or state census record showing U.S. citizenship or a U.S. place of birth (Generally for persons born 1900 through 1950)
4. Any of the following documents that were created at least 5 years before the application for Medicaid:
  - a. Seneca Indian tribal census record
  - b. Bureau of Indian Affairs tribal census records of the Navaho Indians
  - c. U.S. State Vital Statistics official notification of birth registration
  - d. Amended U.S. public birth record that is amended more than 5 years after the person's birth
  - e. Statement signed by the physician or midwife who was in attendance at the time of birth
5. Institutional admission papers from a nursing home, skilled nursing care facility or other institution which were created at least 5 years before the initial application date and indicating a U.S. place of birth
6. Medical (clinic, doctor, or hospital) record which was created at least 5 years before the initial application date and indicating a U.S. place of birth
7. Written Affidavit. Affidavits should ONLY be used in rare circumstances. An affidavit by at least 2 individuals of whom one is not related to the applicant/recipient and who have personal knowledge of the event establishing the applicant's or recipient's claim of citizenship. The person(s) making the affidavit must be able to provide proof of his/her own citizenship and identity for the affidavit to be accepted. If the affiant has information which explains why documentary evidence establishing the applicant's claim of citizenship does not exist or cannot be readily obtained, the affidavit should contain this information as well. It must also be signed under penalty of perjury by the person making the affidavit. A second affidavit from the applicant/recipient or other knowledgeable individual explaining why documentary evidence does not exist or cannot be readily obtained must also be requested.