

## Request for Verification of Citizenship and Identity

County Number

Worker

Case Number

Date

**Questions?** Call your worker at \_\_\_\_\_.  
We will accept collect calls if you live outside the local calling area.

Dear \_\_\_\_\_

We have not been able to verify citizenship and/or identity using the information you gave us for the person(s) listed below. The verification is done through a match with the Social Security Administration (SSA) and is based on name, social security number, and birth date.

You have until \_\_\_\_\_ to get us verification of citizenship and/or identity for the person(s) listed above. To do this you can:

- ✓ **Call your worker at \_\_\_\_\_ to:**
  - Make sure we have the correct name, social security number, and birth date.
  - Ask if we can do a birth records check (for anyone born in Iowa).
- ✓ **Call the SSA** at 1-800-772-1213 to make sure they have the correct name, social security number, and date of birth in their records. Ask SSA to send you verification of your citizenship/identity. Once you get this from SSA, give it to your worker.
- ✓ **Give us another type of verification.** On the back of this letter is Comm. 258, *Verifying Citizenship/Identity and/or Immigration Status*, that tells you other types of verification we can use. Send or bring proof to your worker.

Benefits will end \_\_\_\_\_ for the person(s) listed above if verification is not received by the due date. After that date, the person(s) listed above will not be able to get Medicaid, **hawk-i**, or family planning benefits until citizenship and identity is verified. If retroactive Medicaid was requested, it will be denied for the person(s) listed above if citizenship and identity is not verified by the due date.



## Verifying Citizenship/Identity and/or Immigration Status

### Examples of How to Prove U.S. Citizenship and Identity

Proof must be an original document. Do not mail original documents. Bring them to the office.

- Column A proves both citizenship and identity.

If you don't have a document from column A, you will need to provide documents from column B.

- Column B requires a document from both Part 1 and Part 2 to meet the requirement.

Column A	Column B	
Proves both Citizenship and Identity	Part 1	Part 2
	Proves only Citizenship	Proves only Identity
<ul style="list-style-type: none"> <li>• U.S. passport</li> <li>• Certification of Naturalization</li> <li>• Documentation of membership or affiliation issued by a federally recognized Indian Tribe</li> </ul>	<ul style="list-style-type: none"> <li>• Official birth certificate issued by the county or state</li> <li>• Medical record showing U.S. place of birth</li> <li>• Other acceptable proof of citizenship</li> </ul>	<ul style="list-style-type: none"> <li>• Driver's license or ID card from the Department of Transportation</li> <li>• School photo ID</li> <li>• School, day care or medical records (for children)</li> <li>• Military ID or dependent card</li> <li>• Other acceptable proof of ID</li> </ul>

### Examples of How to Prove Immigration Status

- Arrival Departure Record in foreign passport (I-94)
- Arrival/Departure Record
- Certificate of Citizenship
- Certificate of Eligibility for Exchange Visitor
- Certificate of Eligibility for Nonimmigrant Student Status
- Employment Authorization Card
- Foreign passport
- Machine Readable Immigrant Visa (with temporary I-551 language)
- Permanent Resident Card
- Reentry permit
- Refugee travel document
- Temporary I-551 Stamp (on passport or I-94/I-94a)
- Other acceptable proof immigration status

### Questions or Need Help?

- Call our toll-free number 1-877-937-3663.
- Contact your worker.