

**Georgia Department Of Human Services
Division Of Family And Children Services
Citizenship/Identity Verification Checklist**

CASE NUMBER: _____

CITIZENSHIP/IDENTITY MUST BE VERIFIED FOR ALL MEDICAID APPLICATIONS/RENEWALS

If you have already provided acceptable verification of your citizenship/identity as listed below or are a recipient of SSI or Medicare further verification is not necessary. Please check with the DFCS Customer Service line or your local DFCS office for clarification. Please provide one of the following, and return using the contact information on the verification checklist.

No Identity Required on these Citizenship Verifications:

- US Passport (not limited passports)
- Certificate of Naturalization (N-550 or N-570)
- Certificate of Citizenship (N-560 or N-561)

Identity Required with these Citizenship Verifications:

- US Public Birth Record showing birth in one of the 50 states; District of Columbia; American Territories; or Guam
- US birth certificate or data match with a State Vital Statistic Agency
- Certification of Report of Birth (DS-1350)
- Consular Report of Birth Abroad of a Citizen of the U.S.(FS-240)
- Certification of Birth Abroad (FS-545)
- United States Citizen Identification Card (I-197 or the prior version I-179)
- American Indian Card (I-872) with the classification "KIC" (Issued by DHS to identify U.S. citizen members of the Texas Band of Kickapoos living near the U.S./Mexican border.
- Collective Naturalization document/Northern Mariana Identification Card (I-873)
- Final Adoption Decree
- Evidence of civil service employment by the US government
- Official Military record
- Federal or State census record showing US citizenship indicating a US place of birth
- Tribal census record for Seneca Indian tribe or from Bureau of Indian Affairs
- Statement signed by the physician or midwife who was in attendance at the time of birth
- One of the following documents created at least 5 years before the application for Medicaid showing a US place of birth:
 - Extract of hospital record on hospital letterhead established at the time of person's birth
 - Life, health, or other insurance record
 - An amended US public birth record
 - Medical clinic (not Health Dept.), doctor or hospital record indicating a US place of birth
 - Institutional admission papers from nursing home, skilled nursing care facility or other institution

An affidavit of citizenship or identity is required if you do not have any of the above items, contact DFCS Customer service line or local DFCS office.

Acceptable Verification of Identity:

- State Driver's license bearing the individual's picture **or** Georgia Identification Card
- Certificate of Indian Blood; US American/Alaska Native tribal document; or Native American Tribal Document
- US Military Card or draft record; Military dependent's ID card with photograph; US Coast Guard Merchant Mariner Card
- Identification card issued by federal, state or local government agencies or entities with photo or identifying information.
- School Identification card with a photograph
- US passport issued with Limitations.
- Data matches or documents from law enforcement or corrections agencies such as police or sheriff's departments, parole office, DJJ and Youth Detention Centers

For individuals under age 16 who are unable to produce a document listed above, the following documents are acceptable to establish identity only:

- School record including report card, daycare, or nursery school record. (Must verify record with issuing school)
- Clinic, doctor, or hospital record showing date of birth. The Form 3231 immunization record from the Department of Public Health (DPH) is acceptable if an immunization date on the form was documented before the individual's 16th birthday.
- Affidavit signed under penalty of perjury by a parent/guardian. (Contact the DFCS Customer Service line or your local DFCS office.)
- A signed Declaration of Citizenship form that includes the date and place of birth of the child. (Contact the DFCS Customer Service line or your local DFCS.)
- All documents that verify citizenship/identity must be either ORIGINALS or copies CERTIFIED by issuing agency.