Part VI: Preventing & Resolving Data Matching Issues

October 4, 2022
Webinar Logistics

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• To ask a question:
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  ▪ Type your question into the box

• We will monitor questions and pause to answer a few during the presentation and once more at the end

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Overview of Data Matching Issues
Eligibility Must Be Verified

People seeking enrollment in marketplace plans attest to information regarding relevant eligibility factors:

- Some factors are determined based on the applicant’s attestation
  - Ex: State residency
- Certain eligibility factors must be verified through electronic data matching or through documents applicants provide
  - Ex: Citizenship, immigration status, or income
A Data Matching Issue (DMI) occurs when attestations can’t be verified through data matching

- Data may not be available through the federal data hub to verify attestations for some applicants, examples include:
  - Applicants who haven’t filed taxes in past years
  - Individuals who became U.S. citizens after completing the naturalization process
  - Recent graduates new to the workforce
- Or information in the hub may not be “reasonably compatible” with an applicant’s attestations in situations
  - Changes in employment
  - Changes in household composition
What Happens When There is a DMI

When a DMI occurs because information can’t be verified through data matching:

• Eligibility determination notice explains that the applicant needs to provide more information to verify one or more attestations on the application

• Generally, applicants can temporarily enroll in a marketplace plan based on the attestations they provided, and in most cases they can receive the advance premium tax credit (APTC) and cost-sharing reductions (CSR) while they resolve the DMI

• Consumers have a 90- or 95-day period from the date of the eligibility determination to send in documents to resolve a DMI:
  ▪ 95 days for DMI's related to citizenship and immigration status
  ▪ 90 days for all other eligibility factors
Notice of a Data Matching Issue: Eligibility Results

- On-screen notice of DMI when application is submitted
- Eligibility determination notice (EDN) will detail eligibility and next steps

**Your eligibility is temporary:** By January 11, you must submit documents to confirm some information. See your eligibility notice for details and deadlines.

EDN shows which people have DMIs and the deadline to submit documents.

Multiple Notices Are Sent to Consumers With DMIs

Requests for documents:
• Warning Notices (written notices sent 90, 60 and 30 days before the DMI period ends)
• Emails and text message alerts
• 15-day warning telephone calls

Requests for additional documents:
• Insufficient Document Notice (written notice when documents are submitted but found insufficient)
• Telephone call

✗ If DMI is not resolved: Expiration notice sent
✓ If DMI is resolved: Notice sent

For sample notices, see marketplace.cms.gov/applications-and-forms/notices.html
Verification of Citizenship & Immigration Status
How the Marketplace Verifies Citizenship

- Applicant provides Social Security number (SSN)
- Applicant attests to being a U.S. citizen
- HealthCare.gov verifies citizenship through a data match with Social Security Administration (SSA) records
- If SSA can’t substantiate citizenship, the applicant is asked if they are a naturalized or derived citizen and if so, is asked to provide:
  - Information related to their Naturalization Certificate or Certificate of Citizenship
  - HealthCare.gov then tries to verify citizenship through data match with Systematic Alien Verification for Entitlements (SAVE) program

“Naturalized” citizen is used to describe individuals born outside of the U.S. who become U.S. citizens after completing certain requirements and the “naturalization” process. “Derived” citizen refers to U.S. citizens who obtain citizenship through U.S. citizen parents.
# Documents Used to Prove U.S. Citizenship

Submit any one of the following documents to verify citizenship

<table>
<thead>
<tr>
<th>U.S. Passport</th>
<th>Certificate of Citizenship</th>
<th>Certificate of Naturalization</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image1.png" alt="U.S. Passport Image" /></td>
<td><img src="image2.png" alt="Certificate of Citizenship Image" /></td>
<td><img src="image3.png" alt="Certificate of Naturalization Image" /></td>
</tr>
</tbody>
</table>

**State-issued enhanced driver’s license (EDL)**
- Currently available in Michigan, Minnesota, New York, Vermont, and Washington

- ![New York State Driver License Image](image4.png)

**Document from a federally recognized Indian tribe that includes the individual’s name, the name of the tribe, and shows membership, enrollment, or affiliation with the tribe**
- A tribal enrollment card
- A Certificate of Degree of Indian Blood
- A tribal census document
- Documents on tribal letterhead signed by a tribal leader

**NOTE:** If a person does not have one of these documents, they will need two documents to prove citizenship.
If None of the Previous Documents Are Available

Submit ONE document from EACH column (total of TWO documents)

<table>
<thead>
<tr>
<th>One of the following documents:</th>
<th>AND one of the following documents:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• U.S. public birth certificate</td>
<td>Document must have a photograph or other information, like name, age, race, height, weight, eye color, or address</td>
</tr>
<tr>
<td>• Consular Report of Birth Abroad (FS-240, CRBA)</td>
<td>• Driver’s license issued by a State or Territory or ID card issued by the Federal, state, or local government</td>
</tr>
<tr>
<td>• Certification of Report of Birth (DS-1350)</td>
<td>• School identification card</td>
</tr>
<tr>
<td>• Certification of Birth Abroad (FS-545)</td>
<td>• U.S. military card or draft record or Military dependent’s identification card</td>
</tr>
<tr>
<td>• U.S. Citizen Identification Card (I-197 or the prior version I-179)</td>
<td>• U.S. Coast Guard Merchant Mariner card</td>
</tr>
<tr>
<td>• Northern Mariana Card (I-873)</td>
<td>• Voter Registration Card</td>
</tr>
<tr>
<td>• Final adoption decree showing the person’s name and U.S. place of birth</td>
<td>• A clinic, doctor, hospital, or school record, including preschool or day care records (for children under 19 years old)</td>
</tr>
<tr>
<td>• U.S. Civil Service Employment Record showing employment before June 1, 1976</td>
<td>• 2 documents containing consistent information that proves your identity, like employer IDs, high school and college diplomas, marriage certificates, divorce decrees, property deeds, or titles</td>
</tr>
<tr>
<td>• Military record showing a U.S. place of birth</td>
<td>• Driver’s license issued by a State or Territory or ID card issued by the Federal, state, or local government</td>
</tr>
<tr>
<td>• U.S. medical record from a clinic, hospital, physician, midwife or institution showing a U.S. place of birth</td>
<td>• School identification card</td>
</tr>
<tr>
<td>• U.S. life, health or other insurance record showing U.S. place of birth</td>
<td>• U.S. military card or draft record or Military dependent’s identification card</td>
</tr>
<tr>
<td>• Religious record showing U.S. place of birth recorded in the U.S.</td>
<td>• U.S. Coast Guard Merchant Mariner card</td>
</tr>
<tr>
<td>• School record showing the child’s name and U.S. place of birth</td>
<td>• Voter Registration Card</td>
</tr>
<tr>
<td>• Federal or State census record showing U.S. citizenship or U.S. place of birth</td>
<td>• A clinic, doctor, hospital, or school record, including preschool or day care records (for children under 19 years old)</td>
</tr>
<tr>
<td>• Documentation of a foreign-born adopted child who received automatic U.S. citizenship (IR3 or IH3)</td>
<td>• 2 documents containing consistent information that proves your identity, like employer IDs, high school and college diplomas, marriage certificates, divorce decrees, property deeds, or titles</td>
</tr>
</tbody>
</table>
How the Marketplace Verifies Immigration Status

**Does Jane have eligible immigration status?**

*Not sure? See a list of eligible statuses.*

- [x] Yes, Jane has eligible immigration status.
- [ ] I would like to continue the application without answering this question. I understand that if I don’t answer it, Jane won’t be eligible for full Medicaid or Marketplace coverage and will be considered only for coverage of emergency services, including labor and delivery services.

**Select the document type that corresponds with Jane’s most current documentation and status.**

*Optional*
- [ ] Permanent Resident Card (Green Card) or Reentry Permit I-551, Temporary I-551 stamp, I-327
- [ ] Machine Readable Immigrant Visa with temporary I-551 language
- [ ] Employment Authorization Card I-766
- [ ] Arrival/Departure Record I-94, I-94A
- [ ] Refugee Travel Document I-571
- [ ] Nonimmigrant Student or Exchange Visitor Status I-20, DS2019
- [ ] Notice of Action I-797
- [ ] Other document or status I-797
- [ ] Unexpired foreign passport

- Applicants attest to having an “eligible immigration status”
- Applicants select a document type and submits applicable document numbers
- Marketplace tries to verify status through SAVE
Reasons Data Matching May Be Unsuccessful

Verification of Immigration Status

- Failure to provide document numbers, or wrong number provided
- Name, date of birth and SSN provided on the application do not match

SAVE records:
  - Typos
  - Name changes

- Data matching limitations:
  - SAVE may not be able to verify immigration status instantly for some applicants
<table>
<thead>
<tr>
<th>Document Type:</th>
<th>What to List for Document ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permanent Resident Card (I-551)</td>
<td>✓ “Alien” registration number ✓ Card number</td>
</tr>
<tr>
<td>Temporary I-551 stamp (on passport or I-94, I-94A)</td>
<td>✓ “Alien” registration number</td>
</tr>
<tr>
<td>Machine Readable Immigrant Visa (with temporary I-551 language)</td>
<td>✓ Alien registration number ✓ Passport number ✓ Country of issuance</td>
</tr>
<tr>
<td>Employment Authorization Card (I-766)</td>
<td>✓ “Alien” registration number ✓ Card number ✓ Expiration date ✓ Category code</td>
</tr>
<tr>
<td>Arrival/Departure Record (I-94/I-94A)</td>
<td>✓ I-94 number</td>
</tr>
<tr>
<td>Arrival/Departure Record in foreign passport (I-94)</td>
<td>✓ I-94 number ✓ Passport number ✓ Expiration date ✓ Country of issuance</td>
</tr>
<tr>
<td>Foreign passport</td>
<td>✓ Passport number ✓ Expiration date ✓ Country of issuance</td>
</tr>
<tr>
<td>Document Type:</td>
<td>What to List for Document ID:</td>
</tr>
<tr>
<td>---------------</td>
<td>--------------------------------</td>
</tr>
<tr>
<td>Reentry Permit (I-327)</td>
<td>✓ “Alien” registration number</td>
</tr>
<tr>
<td>Refugee Travel Document (I-571)</td>
<td>✓ “Alien” registration number</td>
</tr>
<tr>
<td>Certificate of Eligibility for Nonimmigrant Student Status (I-20)</td>
<td>✓ Student and Exchange Visitor Information System (SEVIS) ID</td>
</tr>
<tr>
<td>Certificate of Eligibility for Exchange Visitor Status (DS2019)</td>
<td>✓ SEVIS ID</td>
</tr>
</tbody>
</table>
| Notice of Action (I-797) | ✓ “Alien” registration number or an I-94 number  
✓ Description of the type or name of the document |
| Other documents | ✓ “Alien” registration number or an I-94 number  
✓ Description of the type or name of the document |
Examples of Document Types

Reference Guide: Documents Used to Verify Immigration Status

- Walks through examples of the different immigration document types that can be used in HealthCare.gov and notes where different document numbers are located

Permanent Resident Card ("Green card", I-551)

Card Number

Alien Registration # (may be referred to as USCIS #)
If Status DMI Is Not Resolved

- If an applicant is unable to prove their citizenship or immigration status within the 95-day DMI window, their coverage will be terminated.

- If they submit documents after coverage has been terminated and resolve the DMI, they are eligible for a special enrollment period (SEP) to reenroll in coverage:
  - SEP will begin the day their DMI is resolved: Will have 60 days from that date to reenroll in coverage.

- Can choose to have coverage begin:
  - Retroactively to the date of termination (will need to pay any retroactive premiums).
  - Prospectively, after a plan is selected (in states that use HealthCare.gov, coverage is effective the first of the month following plan selection, regardless of date plan is selected).
• Roberto and Monica Ruiz are married and have two children, Miguel and Elena
• Monica was born in Germany and is a derived U.S. citizen
• Roberto has been a lawful permanent resident (LPR) for 7 years
• Miguel and Elena were born in the U.S.
On the Application:

- All family members provide SSNs on the application
- Monica, Miguel and Elena attest to being U.S. citizens
  - Monica is asked if she is a naturalized or derived citizen and she answers “yes”
  - Monica does not have a Certificate of Citizenship, so she skips the questions asking for document numbers
- Roberto attests to having an eligible immigration status
  - He provides his “A” number but not his card number
### Data Matching Results

<table>
<thead>
<tr>
<th>Applicant:</th>
<th>Data Match: SSA</th>
<th>Data Match: SAVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica</td>
<td>No match</td>
<td>No match</td>
</tr>
<tr>
<td>Roberto</td>
<td>N/A</td>
<td>No match</td>
</tr>
<tr>
<td>Miguel &amp; Elena</td>
<td>Match</td>
<td>N/A</td>
</tr>
</tbody>
</table>
Eligibility Results

- Monica and Roberto are instructed to provide documents to prove their status within 95 days
- All family members are approved to buy a Marketplace plan and are awarded advance premium tax credits (APTC)

<table>
<thead>
<tr>
<th>Applicant:</th>
<th>Eligible for:</th>
<th>Next steps:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica</td>
<td>- Marketplace plan with APTC</td>
<td>• Pick a plan and pay first month’s premium</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Provide documentation to prove citizenship</td>
</tr>
<tr>
<td>Roberto</td>
<td>- Marketplace plan with APTC</td>
<td>• Pick a plan and pay first month’s premium</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Provide documentation to prove immigration status</td>
</tr>
<tr>
<td>Miguel &amp; Elena</td>
<td>- Marketplace plan with APTC</td>
<td>• Pick a plan and pay first month’s premium</td>
</tr>
</tbody>
</table>

Example: Immigration & Citizenship Verification
Monica and Roberto get warning notices and emails explaining their coverage will end if sufficient documents are not submitted

- Monica and Roberto submitted documents, but they were not sufficient:
  - Monica sent in her Consular Report of Birth Abroad, but she also needs to send in a document that includes a photo or other identifying information
  - Roberto sent in his foreign passport, which in some cases may be used to prove lawful permanent residence, but in his case the passport did not contain the necessary information
Roberto sends in a copy of his LPR document (“Green Card”)

Roberto has submitted two pieces of sufficient documentation; his DMI is resolved

Monica does not have a document from the list of options provided on her eligibility notice, so she does not send in additional documents

Monica later gets a data-matching expiration notice explaining that her coverage will end because she did not provide documentation to prove her citizenship
How Monica Can Regain Coverage

- Monica can still regain coverage if she sends in necessary documents
- After resolving the DMI, she can re-enroll in a Marketplace plan prospectively or retroactively with a special enrollment period

<table>
<thead>
<tr>
<th>May 1</th>
<th>May 3</th>
<th>May 20</th>
<th>June 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica is no longer covered</td>
<td>She obtains a state ID with her picture. She uploads a copy to her HealthCare.gov account</td>
<td>Monica’s DMI is resolved with the combination of the State ID and the previously submitted Consular Report of Birth Abroad</td>
<td></td>
</tr>
</tbody>
</table>

Example: Immigration & Citizenship Verification

- She is eligible for a special enrollment period:
  - Can have coverage and APTC going forward (SEP available for 60 days to enroll in coverage)
  - OR can have coverage and APTC retroactive to May 1
Verification of Household Income
Applicants Attest to Their Projected Income for 2023

- Applicants must project the source and amount of income for everyone in the household, even if only some family members are applying for coverage.
- Attestations on the application are usually matched with IRS tax return data in the federal hub.
  - The most recent tax data will be for the 2021 tax year.
Reasons Data Matching May Not Verify Income

- Change in a job or hours of employment*
- Receipt of unemployment that is significantly different than the wages it replaces*
- Change in household (divorce, separation, marriage)
- Retirement (losing wages and gaining retirement or Social Security benefits)
- Irregular freelance or self-employment income*
- One-time income, such as an IRA withdrawal* or a death benefit (could be in previous tax year or future coverage year)
- No tax data available because didn’t file taxes in prior years

* Some categories of income might have fluctuated significantly due to COVID
Verification of Income: General Rules

✓ Attestation is accepted if projected income is higher than the income in the data hub.

If attestation is *lower* than the income in the data hub, apply the **50% or $12,000 rule**:

1. If less than or equal to 50% or $12,000 → ✓ Attestation is accepted
2. If greater than 50% and $12,000 → △ DMI is triggered

If no data is available in the hub, applicant receives APTCs but must submit documents to verify income.
<table>
<thead>
<tr>
<th>If income listed on application includes...</th>
<th>Acceptable forms of proof include...</th>
</tr>
</thead>
</table>
| Wages (gross)                              | • Most recent 1040 tax return* or state tax return  
• Most recent W-2  
• A recent pay stub  
• A letter from your employer  
• A copy of a check paid to you as wages  
• Signed time sheets |
| Self-employment income                     | • Federal 1040 Schedule C/F  
• Most recent 1099-MISC  
• Bookkeeping records or a self-prepared ledger that shows income and deductible expenses  
• Bank statements that show deposits and expenses from your business |
| Social Security                            | • Federal 1040 tax return or state tax return  
• Form SSA-1099 Social Security benefits statement  
• Any correspondence from the Social Security Administration that shows your benefit amount, including a Cost of Living Adjustment letter  
• A bank statement that shows the monthly Social Security amount deposited into your bank account |
| Unemployment compensation                  | • Most recent 1040 tax return or state tax return  
• Most recent 1099-G showing unemployment compensation  
• An Unemployment Insurance Benefit Wage Statement that shows the weekly and total benefit you will receive |
| Retirement income                          | • Federal 1040 tax return or state tax return  
• Most recent 1099 for Retirement/Pension source  
• Retirement/Pension documents |
| Withdrawal of taxable savings               | • Bank or investment fund statement  
• A statement of your intent to withdraw funds from an IRA or other retirement fund. Include the amount you expect to withdraw and when. Do not include non-taxable withdrawals, such as those from a bank savings account. |
| Rental income                              | • Federal 1040 tax return or state tax return  
• A lease agreement that shows income from rental property.  
• Most recent 1099-MISC |

*The federal tax return should include Schedule 1. For more information on documents to send to resolve a DMI, see [www.healthcare.gov/help/how-do-i-resolve-an-inconsistency](http://www.healthcare.gov/help/how-do-i-resolve-an-inconsistency)
Marketplace Guide for Income DMIs

- Guide from the Marketplace to help consumers understand and resolve income DMIs
- Includes:
  - A list of example documentation to help resolve an income DMI
  - A worksheet to help collect the documents needed to verify household income

What if Documents Aren’t Available?

• When proof of income isn’t available, a signed statement can be accepted
• This statement should include household income information and an explanation for the income projection

<table>
<thead>
<tr>
<th>Primary Household Contact:</th>
<th>Lydia Green</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Household Members:</td>
<td>None</td>
</tr>
<tr>
<td>Application ID:</td>
<td>#</td>
</tr>
<tr>
<td>State of Application:</td>
<td>Florida</td>
</tr>
<tr>
<td>Phone Number:</td>
<td>xxx-xxx-xxxx</td>
</tr>
<tr>
<td>Today’s Date:</td>
<td>12/15/2022</td>
</tr>
<tr>
<td>Projected Annual Income for 2023 as Stated on Application:</td>
<td>$21,000</td>
</tr>
</tbody>
</table>

**Explanation for income projection:**
I will be starting school in the fall and will be quitting my job in August. My current job pays $15/hour and I work 40 hours a week. By the time I quit at the end of August, I should make around $21,000. I expect to have no income from September through the end of the year.
• Eva works part-time at a radio station and Kai is self-employed
• On the family’s 2021 tax return (the basis for income verification):
  ▪ Eva earned $22,000 at her job
  ▪ Kai reported self-employment income of $32,000
  ▪ Total: $54,000
• Kai lost their most important client in 2022 and only expects to make $18,000 in 2022 (after allowable deductions).
• When applying for 2023 coverage:
  ▪ The couple attests to projected annual income of $40,000 for 2023 ($22,000 from Eva and $18,000 from Kai)
    
    \[
    \$54,000 - \$40,000 = \$14,000
    \]
    
    ▪ The difference is more than $12,000, but it’s less than 50% of their 2021 income. This does not trigger a DMI.
Eva works part-time at a radio station and Kai is self-employed.

On the family’s 2021 tax return (the basis for income verification):
- Eva earned $22,000 at her job
- Kai reported self-employment income of $32,000
- Total: $54,000

Kai radically reduced their hours in 2022 to care for a sick parent, and expects their income will be only $2,000 in 2022 (after allowable deductions). Because of the loss of income, Kai and Eva expect to withdraw $2,000 from an IRA.

When applying for 2023 coverage:
- The couple attests to projected annual income of $26,000 for 2023 ($22,000 from Eva, $2,000 from Kai, and $2,000 from the retirement account).

\[ \text{\$54,000 - \$26,000 = \$28,000} \]

The difference is more than $12,000 below what their 2021 tax return shows, and more than 50% of their 2021 income. This triggers a DMI.
The couple can submit:

- **Evidence of income**
  - A ledger showing projected business income and expenses; and
  - Eva’s most recent pay stub; and
  - Explanation of the IRA withdrawal

  *OR*

- A **statement** explaining their sources of income, without documentation:
  - Kai’s income will be $2,000 because they reduced their hours and do not expect to replace the lost income
  - Eva’s income will be $22,000 (the same as in 2022)
  - They’ll withdraw $2,000 from an IRA

---

<table>
<thead>
<tr>
<th>Explanation of total projected income:</th>
<th>$2,000</th>
<th>Kai’s projected 2023 income</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ $22,000</td>
<td>Eva’s projected 2023 income</td>
<td></td>
</tr>
<tr>
<td>+ $2,000</td>
<td>IRA withdrawal</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>$26,000</strong></td>
<td></td>
</tr>
</tbody>
</table>
If Income DMIs Are Not Resolved in 90 Days

• If income information is available in the data hub, the APTC will be changed based on the information in the hub

• If income information is not available in the data hub, APTC is terminated

• If subsidies are reduced or terminated, the enrollee remains enrolled and will be responsible for a higher share or the entire premium
  ▪ The new premium amount may be withdrawn from consumer’s bank account if they have authorized automatic payments
  ▪ If enrollee does not pay the full premium, grace period begins

**Tip:** A consumer can request additional time beyond the 90 days by calling the Marketplace Call Center (800-318-2596) and demonstrating that they’ve made a good faith effort to obtain the required documents during the 90 days.

For more info on grace period rules, see *Health Reform: Beyond the Basics Key Facts on Premium Payments and Grace Periods*
Enrollees Can Restore APTC

• A person can resolve the DMI and restore APTC by:
  ▪ Submitting documentation
  ▪ Correcting the projection in the application to align with the data in the hub, if the consumer realizes their income projection wasn’t correct
  ▪ Filing an appeal
    o If the appeal is successful, the enrollee can get retroactive APTC
    o If a person doesn’t appeal or the appeal is unsuccessful, PTC for the gap months may still be available on the tax return, as long as the person remained enrolled in a marketplace plan and paid the premium for those months
Example: Andre Fails to Resolve His DMI

- Andre has never filed taxes
- He attests to annual projected income of $24,000 for 2023
  - No tax information is available to verify his projection
- Andre moved shortly after he enrolled and never got the reminder notice to submit documents to resolve his inconsistency
- His APTC and CSR were terminated after 90 days
- **Andre can submit documents now.** If he remains covered and verifies his income, he can restore his APTC and CSR.
- **Andre can appeal.** If he lost coverage, Andre needs to appeal to re-enroll in coverage. This is straightforward: just submit the information requested to resolve the DMI. If his appeal is successful, he can get APTC and CSR retroactively or prospectively.
- **Andre can stay in his plan and pay the full premium.** If Andre stays in his plan and pays the premium, he can claim the PTC on his tax return for all months in which he was eligible. If he fails to pay the premium and his coverage lapses, he may need to wait for the next open enrollment period.
Verification of Other Minimum Essential Coverage
Minimum Essential Coverage (MEC) DMIs

| Electronic match with Medicaid agencies, Medicare, or Office of Personnel Management may show that the applicant is enrolled in or eligible for other MEC | In that case they will have to prove they are *not* eligible and/or enrolled in other MEC | The consumer can enroll in coverage with APTC based on their attestation but needs to submit documents to prove that they are not enrolled in other coverage | If not resolved in 90 days, the consumer loses APTC |

**Note:** Beginning with the 2023 Plan Year, HealthCare.gov will accept an applicant’s attestation that they do not have an offer of job-based coverage (that is affordable and meets minimum value requirements). No additional verification will be conducted or requested. Verification of job-based coverage is optional in state-based marketplaces.
Periodic Data Matching (PDM) Notices

• During the coverage year, the marketplace will periodically check enrollment in Medicaid, CHIP, and Medicare

• If a person enrolled with APTC is also found to be enrolled in public coverage, they will receive a periodic data matching (PDM) notice and have 30 days to respond

• The Medicaid/CHIP PDM notice asks the enrollee to:
  ▪ If enrolled in Medicaid/CHIP, end their marketplace coverage, or
  ▪ If not enrolled in Medicaid/CHIP, update their marketplace application

  ! If the consumer doesn’t act, APTC will end and the consumer will be billed for the full premium

• A Medicare PDM notice will either:
  ▪ Terminate APTC but leave the marketplace plan in effect at full cost, or
  ▪ Terminate both the plan and APTC if a person elected to do so on their application

  ! If the plan is terminated, other members of the person’s family get a SEP to re-enroll in coverage

General Tips to Prevent & Resolve DMIs
Tips to Prevent DMIs

Provide complete information:

• Answer as many questions in the application as possible
• Double check that name, birth date, SSN and immigrant/citizenship document numbers have been provided accurately
• Double check attestations made and update as needed
• Provide SSNs for everyone in the household who has one, even if some members are not applying for coverage
• If the name the applicant is using in the application does not match what is on his SSN card or immigrant/citizenship document, then use the option to provide that information
Tips to Resolve DMIs

Uploading documents to HealthCare.gov is faster than mail

- It must be a .pdf, .jpeg, .jpg, .gif, .xml, .png, .tiff, or .bmp
- It can’t be bigger than 10 MB
- The file name can’t include a colon, semicolon, asterisk, or any other special character. Special characters that can’t be in the file name include: / \ : * ? “ < > |
- Select “other” if the upload menu doesn’t include the document type the consumer is uploading

If mailing documents, provide information needed to match to the application

- Keep a record of the date and what was mailed, including a certified mail receipt if possible
- Include the page in the notice that includes a bar code if available
  - If bar code isn’t available, write the name, state, and application ID number on each document submitted
- Mail all documents together at one time
Identity Proofing for HealthCare.gov
Importance of ID Proofing

• ID proofing is **NOT** an eligibility requirement, but a person can’t have full access to an online Marketplace account until ID proofing is complete

• This means a person can’t complete many tasks online like:
  ✗ Submitting an application
  ✗ Selecting a plan, or
  ✗ Reporting changes
HealthCare.gov Process for ID Proofing

**Online ID proofing:**
- The Healthcare.gov provider tries to provide customized questions based on available credit history (and other electronic data) for the person completing the application
- Not everyone will have enough information to generate questions

**Telephonic ID proofing:**
- Some people will be instructed to call Experian to complete ID proofing
- They will be provided a unique reference code → Must call Experian to proceed with ID proofing if asked to complete this step

**Providing documents for ID proofing:**
- Consumers who can’t complete the ID process online or over the phone can submit copies of certain documents to prove their identity
- **Important!** They can continue with their application via phone while documents are being processed
### Consumers Prove Identity by Mailing or Uploading

<table>
<thead>
<tr>
<th>One of these:</th>
<th>Alternatively, two of these:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Driver’s license issued by state or territory</td>
<td>• Birth certificate</td>
</tr>
<tr>
<td>• School identification card</td>
<td>• Social Security card</td>
</tr>
<tr>
<td>• Voter identification card</td>
<td>• Marriage certificate</td>
</tr>
<tr>
<td>• U.S. military draft card or draft record</td>
<td>• Divorce decree</td>
</tr>
<tr>
<td>• Identification card issued by the federal, state, or local government</td>
<td>• Employer identification card</td>
</tr>
<tr>
<td>• U.S. passport or U.S. passport card</td>
<td>• High school or college diploma (including high school equivalency diplomas)</td>
</tr>
<tr>
<td>• Certificate of Naturalization (Form N-550 or N-570) or Certificate of U.S. Citizenship (Form N-560 or N-561)</td>
<td>• Property deed or title</td>
</tr>
<tr>
<td>• Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</td>
<td></td>
</tr>
<tr>
<td>• Employment Authorization Document that contains a photograph (Form I-766)</td>
<td></td>
</tr>
<tr>
<td>• Military dependent’s identification card</td>
<td></td>
</tr>
<tr>
<td>• Native American tribal document</td>
<td></td>
</tr>
<tr>
<td>• U.S. Coast Guard Merchant Mariner card</td>
<td></td>
</tr>
<tr>
<td>• Foreign passport or identification card issued by a foreign embassy or consulate that contains a photograph</td>
<td></td>
</tr>
</tbody>
</table>
People Unable to Complete Identity Proofing

- HealthCare.gov gives people two attempts to complete the ID proofing process, if both attempts are unsuccessful, you will see this screen
- Upload documents immediately, if they’re available
- Complete the family & household and income sections of the application
- Then call the marketplace call center to have them finish and submit the application
- After the call center pushes the application through, log back into the account and complete the enrollment process
Resources

Beyond the Basics Resources:
• Reference Guide to Immigration Documents

HealthCare.gov Resources:
• Tips on Sending Documents to Resolve a DMI
• How to Resolve a DMI: Acceptable Document List
• Consumer Guide for Annual Household Income DMIs (PDF)
• Sample Notices: marketplace.cms.gov/applications-and-forms/notices.html
Upcoming Webinars

Part VII: The Autorenewal Process
  • Thursday, October 6 | 2 pm ET (11 am PT)

Part VIII: Tying It All Together
  • Thursday, October 13 | 2 pm ET (11 am PT)

Part IX: Asistiendo a consumidores hispanos a obtener cobertura médica: consejos y mejores prácticas (en Español)
  • Thursday, October 20 | 2 pm ET (11 am PT)

Register for upcoming webinars at www.healthreformbeyondthebasics.org/events

View OE10 recordings and resources: https://www.healthreformbeyondthebasics.org/category/oe10-webinar-series/
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This is a project of the Center on Budget and Policy Priorities
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