

**The Arc of NW Wayne County/The Arc of WW Wayne County**  
**After I'm Gone Program**  
**Information Sheet**

**Applying for Supplemental Security Income (SSI)/Medicaid**

- Individuals should wait until after their 18<sup>th</sup> birthday to apply, unless the family is low income. After age 18, only the income/assets of the individual are considered.
- Two components of SSI/Medicaid application
  - Adult Disability Report
  - Income/Asset Information
- Eligibility depends on income and assets. There is a resource/asset limit of \$2000. This includes: stocks, bonds, bank accounts, 401K's, and trusts (if they are NOT Special Needs Trusts). Individuals can own a home, a car, personal effects and household goods. Only income/assets of person applying (if over 18) are counted.
- SSI benefits are to be used to pay for shelter (rent, utilities, etc...) and food. After shelter and food expenses are paid, individuals may use these funds to pay for other expenses or may save funds (all savings not to exceed \$2000 if receiving Medicaid).
- If you are eligible for SSI, you are eligible for Medicaid. The requirements are the same for both benefits.
- To get information online, visit the Social Security Administration (SSA) website at [www.ssa.gov](http://www.ssa.gov). Step 1 is to complete the Adult Disability Report online (see below if you don't want to do it online), Step 2 is to schedule the in-person appointment with the individual at the Social Security office.
- As of 2/2017, these are the steps to access the online **Adult Disability Report**-
  - \*Go to [www.ssa.gov](http://www.ssa.gov)
  - \*Go to Online Services
  - \*Apply for Social Security benefits
  - \*Supplemental Security Income
  - \*Click on How Do I Apply For SSI?
  - \*Click on Adult with a Disability
  - \*Apply Online for Disability Benefits
    - Apply for Disability
  - \*Start new application
- If you do not want to complete the Adult Disability Report online, contact the Social Security Administration at 800-772-1213.

- Information needed to complete the Adult Disability Report will be: medical reports, medical test results, first (if you have it) and most recent IEP documents, most recent MET/Psychological Evaluation (IQ scores must be within the last year), list of current medications and doctors (names, addresses, and phone numbers)
- When the Adult Disability Report is close to being completed, call the Social Security Administration at 800-772-1213 to schedule an in-person appointment. There is not an SSI application online, you must do the Online Disability Report AND call the number above to schedule an in-person appointment to complete the SSI application process.
- In Person Appointment- In most situations, the person applying will go to this appointment. There may be times when it is not recommended that the individual go in person to the appointment. Please contact The Arc if you want to discuss this further. At this meeting, the SS worker will gather information about income/assets. Bring copies of documentation listed above. **DO NOT GIVE OUT YOUR ORIGINAL DOCUMENTS.**
- Paying Rent/Fair Share-Individual should pay rent/fair share of household expenses from their SSI money, including, but not limited to: rent/mortgage, gas, electricity, telephone, cable, and food. Best way to figure what amount that the person will pay is by adding up the household expenses and dividing it by the number of people in the household (that is the fair share).
- **Representative Payee Designation-** designated person will manage the individual's SSI funds if the individual applying needs help. A yearly Representative Payee Reporting form is completed each year about how the beneficiary's funds were spent. Representative Payee account should be established at the bank to accept the SSI payments each month. Only the individual's own money (SSI, earnings, etc...) should be in the account-should not co-mingle with money from another person.
- Eligibility determination can take up from 3-5 months. If eligible, payment will be made back from the date you applied. **If denied you have the right to appeal. ALWAYS appeal the denial. You will have 60 days to appeal the decision.**
- **For More Information Contact:**

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## What do I need to know next?

- If you have been denied benefits, we recommend that you contact the **Social Security Counseling Center 248.281.4247 or toll free 844.560.4909 for help with your appeal.** You may have been denied for a variety of reasons, such as: applied for the wrong benefit (Social Security Disability Insurance vs. SSI), assets over the limit or incomplete medical information.
- If you choose to appeal yourself, this is how the appeals process works. Below is what happens when you request a review of the determination made on your disability case.
  - Go to [www.ssa.gov](http://www.ssa.gov) for directions on filing a Disability Appeal.
  - Send a signed request for appeal to SSA. You can do this online or by mail.
  - SSA will review it to make sure that all information is complete. SSA may contact you for missing or unclear information.
  - SSA will contact you to complete a disability report and to sign medical release forms if you have not already done so.
  - SSA will send your case to the office that determines if you are disabled under Social Security law.
  - The office will request any new medical records that were listed in your medical report.
  - The office will then review all of your medical records-both old and new.
  - If you have requested a face-to-face review, the office will make an appointment to meet with you. You will have the opportunity to meet face-to-face with someone from the office that decides your case. If you want this meeting, they will make the appointment with you.
  - The decision making office will notify you in writing of their decision about your case.

- There are four possible steps in the disability appeals process. They must be completed in the order listed below if you disagree with the determination of your case:

<b><u>Type of Appeal</u></b>	<b><u>Appeal Process</u></b>
<b>Reconsideration</b>	You should complete a Request for Reconsideration and an Appeal Disability Report. Both of these can be done online and submitted electronically or you can complete paper versions and send them to your local SS office. No matter how you fill out the forms, SSA will send your case to the State Disability Determination Services office. They will review your medical records and make a new determination on your case. After reviewing your records, they will notify you in writing of their decision.
<b>Hearing</b>	You should complete a Request for Hearing by an Administrative Law Judge and an Appeal Disability Report. Both of these can be done online and submitted electronically or you can complete paper versions and send them to your local SS office. No matter how you fill out the forms, SS will send your request to the Office of Disability Adjudication and Review. If you want to meet face-to-face with the judge, an appointment will be made for you. After talking with you (and your representative, if needed), the judge will notify you in writing of his/her decision on your case.
<b>Appeals Council Review</b>	You should complete a Request for Review of Decision/Order of Administrative Law Judge. You cannot do this online. Sign it and send it to your local SS office. The SS office will send your request to the Office of Disability Adjudication and Review. They will review your medical records and notify you in writing of the decision on your case.
<b>District Court Case</b>	You must have an attorney at this level of appeal. He/she must file a case against Social Security in District Court. Your case will be heard by a district court judge who will notify you in writing of the decision on your case.

## **Disabled Adult Child Status (DAC)**

**Social Security Act , Section 1634(c)** states that (summarized):

Medicaid is available to a person who is 18 years or older; received SSI; and ceased to be eligible for SSI because he/she became entitled to DAC RSDI (Retirement, Survivors, Disability Insurance) benefits under a parent who retired, became disabled, or passed away; and is currently receiving RSDI benefits; and without such benefits, the person would still be eligible for SSI.

- This individual should be eligible for Medicaid with NO SPEND DOWN.
- The individual must have had their disability before the age of 22.
- Department of Human Services workers (who administer Medicaid) are often unaware of this rule and when the change from SSI to RSDI happens, they stop the Medicaid or assign a spend down. If this occurs, contact The Arc for assistance.

- **For More Information Contact:**

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