



3 West Road | Virks Building | Cranston, RI 02920

Application Process for Category D

Individuals who reside in a Medicaid-funded ALR may be eligible for an enhancement to their income to assist in paying for their stay. There is one enhancement available in Rhode Island to Assisted Living residents - Category D. Category D is an enhancement to a person's income when their income is below a threshold set by the Social Security Administration (SSA). Category D is available to residents who are income eligible.

Category D – Increased payment to client based on income:

- Upon assessment by Office of Healthy Aging (OHA) case worker, a determination is made that the individual's income is below the threshold set by SSA. A Category D Assessment form is completed in full and signed by either the attending physician, PA, nurse practitioner or the OHA case manager. ALR settings should not be completing this form due to conflict of interest issues but can assist with obtaining assessment from providers.
- The Category D assessment should be completed as soon as possible after identifying a possible eligible resident. The assessment should be completed in full, with special consideration given to sections on move in date, needs of resident, need for placement, and appropriateness of placement.
- Category D begins on the first of the month following the date of submittal of a complete application, if SSA deems the person financially eligible.
- The completed Category D assessment and Category D Form should be e-mailed to the Office of Community Programs (OCP) via secure e-mail to OHHS.ocp@ohhs.ri.gov
- OCP will review and approve, if appropriate. If the Category D assessment submitted is incomplete or appears to be inappropriate, the application will be returned with requested information and/or reason for denial. Applications that are incomplete will be held and not submitted to SSA until needed information is received.
- OCP submits Category D assessments to the regional SSA office.
- OCP maintains receipt of fax confirmation and approved Category D assessments in file for 1 year.
- Any follow up with SSA is the responsibility of client/representative/family. EOHHS has no communication with SSA after submission.
- SSA office will outreach to the individual requesting the Category D for a telephone interview. Any communication with SSA requires either the resident to be present to give permission for advocacy or *Social Security Administration Release of Information* (Attachment 7). Contact would be with local SSA office covering ALR community.
- If resident moves out the ALR, the ALR is responsible to inform the case management agency of the discharge by completing the *Notification of Discharge* Form (Attachment 6) so that eligibility for Category D can be suspended.

