

## Applying for Medical Assistance

### ➤ Do I need a paper application form to apply for Medical Assistance?

There are easy ways to apply for Medical Assistance if you don't want to fill out a paper application form:

- You can use **CommonHelp**, Virginia's online application for assistance, to apply for Medical Assistance, as well as other benefit programs at the same time. Anyone can apply for Medical Assistance on CommonHelp.
- If you are only interested in applying for Medical Assistance and your application includes a parent, child and/or pregnant woman, you can also apply by telephone by calling **Cover Virginia** at **1-855-242-8282**.

### ➤ What if I want to apply for other benefits too? Or just for another benefit but not Medical Assistance?

You can apply for Medical Assistance, the Supplemental Nutrition Assistance Program (SNAP—formerly Food Stamps), Temporary Assistance for Needy Families (TANF), and more help online using CommonHelp. You can apply for any or all of these benefits at the same time on CommonHelp.

If you prefer a paper application form, you can use the **Application for Benefits** to apply for assistance programs **except** Medical Assistance. **If you also want to apply for Medical Assistance, you need to follow the steps below to complete a separate application form.**

### ➤ A paper application is best for me. How can I get a form?

To apply for Medical Assistance using a paper application form, you can download and print the form and supplements below. You can also call your local department of social services (DSS) and ask for a form to be mailed to you or pick one up at your local DSS office. You can find the address and phone number for your local DSS at <http://www.dss.virginia.gov/localagency/>.

### ➤ I want to print my own application. What do I need to print?

You may need to print and complete more than one form. Please read the steps below to find out which forms you need. If you have any questions about which forms you need to fill out, please call **Cover Virginia** at **1-855-242-8282**.

1. All people applying for Medical Assistance need to complete the **Cover Virginia Application for Health Coverage and Help Paying Costs**, including the attached Appendices A, B and C. You can apply for yourself and/or another person on this form.
2. If you need to apply for more than two (2) people, print and complete a **Cover Virginia Additional Person Supplement** for each additional person who is applying.

3. All applicants over age 18 also need to complete the **Commonwealth of Virginia Voter Registration Agency Certification**. Each adult needs to complete and sign their own form.
4. If you think that you or the person you are applying is blind or disabled, are age 65 and over and/or need Medicaid to cover nursing facility or community-based long-term care services, complete **Appendix D – Adults over Age 19 with Disabilities and Other Adults Age 65 and Over, Including People Who Need Long-term Care Services**. You do not need to fill out a separate Voter Registration Certification if you complete Appendix D. It is part of the form.
5. If you applied for health care coverage for someone who is medically needy (has income greater than the Medicaid limit) and would like to be evaluated for a spenddown based on income, resources and medical expenses, complete **Appendix E – (Medically Needy Spenddown) to the Application for Health Coverage and Help Paying Costs**. You do not need to fill out a separate Voter Registration Certification if you complete Appendix E. It is part of the form.
6. If you applied for health care coverage for someone who needs help with everyday things like bathing, dressing, walking or using the bathroom to live safely in the home or if a doctor or nurse told them that they have a physical disability or long term disease, mental or emotional illness, or addiction problem, complete **Appendix F**. You do not need to fill out a separate Voter Registration Certification if you complete Appendix F. It is part of the form.

➤ **What do I need to do after I have completed the forms?**

After you complete and sign the application, return the complete forms to your local DSS office by mail, fax or in person. You can find their fax number at <http://www.dss.virginia.gov/localagency/>. Call the local DSS office for directions, if needed.

➤ **What if I still have questions about how to apply?**

You can call **Cover Virginia** at **1-855-242-8282** and speak to a person who can answer your questions.