

ENUMERATION**I-600****I-610 REQUIREMENT**

Each member of the ***assistance*** unit must:

- provide a Social Security Number (SSN), or
- apply for an SSN.

Exception:

Non-qualified aliens do not have to meet the enumeration requirement.

An adult who has not met the enumeration requirement shall be excluded from the ***assistance*** unit. If a person who is required to be in the ***assistance*** unit fails to comply with the enumeration requirement, the unenumerated person is sanctioned. Exclude him from the assistance unit and budget his income without allocation for his needs.

Exception:

Do not reduce the size of the household based on non-cooperation of a parent when determining eligibility for a child. Include sanctioned parent in the income/resource unit.

Reminder:

SSNs are only required for individuals applying for or receiving Medicaid benefits.

I-620 VERIFICATION

Verify that enumeration has been met at application, ***renewal***, and when otherwise indicated.

I-620 **Continued**

Sources of verification include:

- social security card,
- correspondence which indicates that the application for an SSN is complete,
- Form SSA-2853, or
- hospital birth certificate application.

Do not deny or delay benefits pending issuance of an SSN. ***Assign an interim ID number.***

I-630 **DOCUMENTATION**

***** If the SSN has not been provided, document how enumeration has been met.***