
Illinois Changes to Medicaid Eligibility and Redetermination Process

On March 26, 2014 the Illinois Department of Healthcare and Family Services (HFS) [released an informational bulletin](#) on changes to the Medicaid eligibility annual redetermination process. Those working with Medicaid enrolled individuals and families are urged to assist their clients with the new process to minimize unnecessary disruptions in coverage.

The Illinois Medicaid Redetermination Project (IMRP) was developed as a result of [Public Act 097-0689](#) to increase the efficiency of state medical redeterminations by having a central process for initiating redeterminations, collecting client information, and reviewing eligibility.

The Process

1. Each month, cases due for redetermination are sent a *Time for Renewal* letter between the 1st and the 15th of the month. [A sample of this letter is available here.](#)
2. About two weeks later, between the 15th and the end of the month, a redetermination form is mailed to the applicant based on the current mailing address in the state's database. These notices are pre-populated with information about the household. **The client should update information as needed, sign, and return with necessary proofs.**
 - A sample of the form and cover letter for individuals who are aged, blind, or living with a disability [can be found here.](#)
 - A sample of the form for families, pregnant women, the Former Foster Care, and ACA Adult programs [can be found here.](#)
3. **Completed forms must be returned to IMRP within 20 days of receipt to allow time to process the case and avoid delayed or canceled benefits.** Along with the form, clients should submit:
 - Proof of current monthly income, except income from social security or SSI
 - Proof of medical expenses or other deductions to the client's income
4. Forms can be returned to the IMRP in one of the following ways:
 - In the postage-paid return envelope included with the form
 - By fax to 1-866-661-7025 (be sure to fax both sides of each page)
 - Electronically on the [Illinois.gov file transfer website](#)

The Role of Health Care and Social Service Providers

HFS is urging those working with Medicaid enrolled individuals and families to assist their client with the new process to minimize unnecessary disruptions to care. Please consider taking the following steps:

- Inform/remind clients when redetermination is coming up; cases due for redetermination will appear in the MEDI system for the three months prior to renewal month.
- Encourage all clients to report address changes to the US Post Office so the state has their most current contact information.
- Help clients to complete IMRP forms or request new forms from the IMRP hotline 1-855-458-4945.

Resources

- EverThrive IL convenes stakeholders in quarterly meetings in Chicago, Waukegan, and Mt. Vernon to discuss issues related to maternal and child health. Our upcoming meetings in April will include information on redetermination, as well as a special presentation on Medicaid care coordination. [Find more information and register for these meetings on our website.](#)
- The Arc of Illinois Family to Family Health Information and Education Center [created a fact sheet on Medicaid Redetermination.](#)
- The [Illinois Department of Healthcare and Family Services](#) website has more information about redetermination.

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EverThrive Illinois works to improve the health of women, children, and families over the lifespan through community engagement, partnerships, policy analysis, education, and advocacy.