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GOVERNOR

October 25, 2022

Medi-Cal Eligibility Division Information Letter No.: I 22-41

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY MEDI-CAL PROGRAM SPECIALISTS/LIAISONS
ALL COUNTY WELFARE ADMINISTRATIVE OFFICERS
ALL COUNTY MEDS COORDINATORS
ALL COUNTY HEALTH EXECUTIVES

SUBJECT: CORRECTION OF CASE RECORDS WITH MISSING
CITIZENSHIP/IMMIGRATION STATUS INFORMATION IN MEDS

The purpose of this Medi-Cal Eligibility Information Letter (MEDIL) is to remind counties of the requirement that every Medi-Cal Eligibility Data System (MEDS) record must include complete information about an individual's current citizenship or immigration status and to instruct counties to update all MEDS records that have a blank Citizen/Alien Indicator Code field or other missing citizenship/immigration status information.

Background

Following implementation of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA), the Department of Health Care Services (DHCS) provided guidance on the tracking requirements for Medi-Cal beneficiaries. (See All County Welfare Directors Letters (ACWDL) [97-42](#), [97-51](#), [99-19](#), [00-09](#) and [01-21](#).) In accordance with long standing Medi-Cal policy, every MEDS record must include complete information about a beneficiary's current citizenship or immigration status. This includes ensuring that the required information is included in the Citizen/Alien indicator code fields along with other relevant information such as Grant Date/Date of Entry and Alien Eligibility Code information.

Citizen/Alien Indicator Code Alerts

MEDS generates an alert in all cases for which the Citizen/Alien Indicator Code field has a blank value.

- Alert 9576 generates at MEDS renewal for all active county administered Medi-Cal case records with a blank Citizen/Alien Indicator Code field. The counties will receive monthly renewal alerts until the record is corrected.
- MEDS transactions (EW 18 and EW 20) in which the Citizen/Alien Indicator Code field is blank will not result in a failed transaction. However, an alert will be generated if this field is not populated.
- If a MEDS transaction is submitted to update an active MEDS record, and the Citizen/Alien Indicator Code field is blank, alert 9074 will be generated.

These alerts appear on the MEDS Online Worker Alert Summary display as follows:

“INCOMPLETE CASE RECORD – CITIZEN/ALIEN INDICATOR CODE”

Information about these alerts (see table below) is included in the “Appendices: Batch Messages” section of the MEDS Manual on the MEDS Home Page website.

Alert	Message
9074	<p>INCOMPLETE CASE RECORD – CITIZEN/ALIEN INDICATOR CODE</p> <p>This alert is generated when a client’s case has an unpopulated Citizen/Alien Indicator Code field. It notifies counties that the necessary field must be populated if possible.</p> <p>ACTION: Populate the Citizen/Alien Indicator Code field.</p>
9576	<p>INCOMPLETE CASE RECORD – CITIZEN/ALIEN INDICATOR CODE</p> <p>This alert is generated when a client’s case has an unpopulated Citizen/Alien Indicator Code field. It notifies counties that the necessary field must be populated if possible.</p> <p>ACTION: Populate the Citizen/Alien Indicator Code field.</p>

County Actions Needed

Active Medi-Cal cases with a blank Citizen/Alien Indicator Code (or other missing citizenship/immigration status information) must be corrected to include the appropriate citizenship or immigration status information.

Counties must ensure that adding missing citizenship or immigration status information to the MEDS record does not result in a negative action prior to an individual's annual renewal during the COVID-19 PHE unwinding period. Counties shall follow the instructions on resuming normal case processing actions provided in [ACWDL 22-18](#) and any other relevant PHE unwinding guidance if the updates are made as part of the individual's renewal during the COVID-19 unwinding period.

Counties are also reminded that any change in immigration status for documented immigrants must be verified through the Federal Data Services Hub or through the Systematic Alien Verification for Entitlements (SAVE) system in accordance with current verification policy.

SSA Controlled Cases

DHCS will continue to generate the MEDS alert whenever a blank Citizen/Alien Indicator Code field is not populated. Counties are not required to remedy alert 9074 or 9576 if the beneficiary is in SSI-based aid codes 10, 20, or 60. However, the Citizen/Alien Indicator Code and other citizenship/immigration status code fields must be updated if Supplemental Security Income (SSI) eligibility ends, and the record is taken over by the county. DHCS is working to suppress MEDS alerts in these federally controlled cases.

Thank you for your attention to the MEDS alerts generated for a blank Citizen/Alien Indicator Code field and for taking action to correct them. If you have any questions, or if we can provide further information, please contact Buck Harris by phone at (916) 345-8162 or by e-mail at Buck.Harris@dhcs.ca.gov.

Sincerely,

Original Signed By

Yingjia Huang, Assistant Deputy Director
Health Care Benefits and Eligibility
Department of Health Care Services