DEPARTMENT OF HEALTH SERVICES
714/744 P STREET
P.O. BOX 942732
ACRAMENTO, CA   94234-7320

March 30, 1992

TO: All County Welfare Directors   **Letter No.:** 92-26
        All County Administrative Officers
        All County Medi-Cal Program Specialists/Liaisons

SUBJECT: Verification of Identity

The purpose of this letter is to clarify policy concerning when to accept a sworn statement for identity purposes.

Title 22, California Code of Regulations (CCR), Section 50167 (a)(6), allows identity to be verified by viewing one of the following:

(A)   California drivers license;

(B)   Identification card issued by the Department of Motor Vehicles;

(C)   Any other document which appears to be valid and established identity.

Identity can also be verified by viewing one of the following:

1.   I.D. that has a picture of the person is preferred.

2.   U.S. Citizenship or Alien Status Documents (passport)

3.   Birth Certificate

4.   School Identification Card

5.   Voters Registration

6.   Marriage Record

7.   Divorce Decree

8.   Work Badge, Building Pass

9.   Draft Card, Military I.D.

10.   Adoption Record

11.   Court Order for Name Change

12.   Clinic, Doctor/Hospital Record/Admission Record

13.   Church Membership or Baptism/Confirmation Record

14.   Vaccination Record

15.   Insurance Policy

16.   Utility Bills

17.   Two pieces of mail received at their address

18.   Any other documents providing identifying data such as physical description, photographs

When the applicant's identity cannot be verified by any of the above documents, the eligibility worker must document in the case record that the applicant did make a diligent effort to secure the above documents. Then the applicant should sign and date an affidavit under the penalty of perjury.

If you have any questions on this issue, please call Anna Tenderella at (916) 657-1067.

                              Sincerely,

                              ORIGINAL SIGNED BY

                              Frank S. Martucci, Chief
                              Medi-Cal Eligibility Branch