



FLORIDA HEALTH JUSTICE PROJECT

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Department of Children and Families (DCF) Notices

This document includes a sample of the template notice that DCF has been sending to current recipients who appear to be ineligible for Medicaid but whose Medicaid coverage has been continued due to the Public Health Emergency. This is referred to as the “PHE-Related Notice.”

Also included below are sample notices that DCF used before the PHE’s moratorium on terminations. In late 2021, DCF indicated that the same notices would be used after the PHE Unwind begins. At that time, DCF did not anticipate changes to the notices. However, that situation may change. Please check this [page](#) for any updates to the notices that will be used after the PHE ends.

Medicaid Continuation Approval (also referred to as the “PHE-Related Notice”)

DCF began sending this template notice of case action in mid 2021. It has been sent to current Medicaid recipients who appear to be technically ineligible for Medicaid and who have maintained eligibility due to the PHE. The Notice underscores the need to contact DCF with any updates.

Notice of Eligibility Review (also referred to as “Notice of Expiration” or “Renewal Letter”)

This is a template of the notice DCF will begin sending to current Medicaid recipients after the PHE ends and the unwind begins. Although the second paragraph states that “you or your authorized representative must reapply,” a new application should not be required. Rather, the recipient must complete the review of their eligibility in order to stay enrolled. The notice states that they can do this either through their ACCESS account, or at a DCF office, or with a DCF community partner. Individuals have until the month following the month in which the notice is sent to complete their eligibility review. For example, if the notice is sent on December 15, 2022, the recipient has until the end of January to complete their review.

Medicaid Pending Notice

This notice informs recipients of the information still needed in order to complete their redetermination of eligibility. Although the notice also references “applications,” for the purposes of the PHE unwind, the word “application” should be considered a renewal review—rather than a new application.

Medicaid Termination Notice

This sample Notice of Case Action is sent to individuals found ineligible for Medicaid. The notice would be sent to individuals who are no longer eligible for Medicaid, e.g. the person is over income for the applicable coverage group . It would also be sent to individuals who fail to timely complete the renewal process. If the reason for the Case Action is the latter, i.e. failure to provide information needed for renewal, the notice informs individuals that if they "complete [their] review and return all information needed by the 90th day after the date listed in the sentence above," DCF will redetermine eligibility and a new application will not be necessary.

MEDS-AD Termination Notice

This sample notice of termination will be sent to individuals who have been enrolled in Medicaid based on age or disability (*see [Meds AD coverage category Q & A](#)*) and who are being terminated from Medicaid coverage because the person is now on Medicare. It also informs the individual of their eligibility for the Qualified Medicaid Benefit (QMB) and enrollment in the Medically Needy program.

The following are notices DCF provides to individuals who lost SSI eligibility¹:

Notice that DCF is reviewing eligibility

This Notice of Case Action informs individuals who lost their SSI benefits about DCF's review of whether they are eligible for continued Medicaid under another coverage group. Individuals are informed that a new application is not needed at this time. If additional information is needed to determine eligibility, an additional letter will be sent.

Pending Notice

This Notice of Case Action informs individuals who lost their SSI benefits that DCF's review of their continued Medicaid eligibility under another group requires additional information. It includes a form that should be returned along with verification of assets, income, health or medical insurance.

Notice of Termination

This Notice of Case Action informs individuals who lost their SSI benefits that DCF's review of their continued Medicaid eligibility has been denied due to failure to complete review.

Last update: August 1, 2022

¹ In Florida, an individual who receives Supplemental Security Income from the Social Security Administration is automatically entitled to Medicaid coverage.