

DSS-4357EL  
WGIUPD

**GENERAL INFORMATION SYSTEM**  
**DIVISION:** Office of Medicaid Management

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**GIS 00 MA/021**

**TO:** Local District Commissioners, Medicaid Directors  
Income Maintenance Directors  
**FROM:** Betty Rice, Director  
Division of Consumer and Local District Relations  
**SUBJECT:** Non-Responsible Persons Providing Income to Medicaid  
Households

**EFFECTIVE DATE:** Immediately

**CONTACT PERSON:** Upstate: Local District Liaison (518) 474-9130  
NYC: (212) 268-6855

In a July 1999 teleconference, districts were advised that non-legally responsible non-caretaker relatives who make their income fully available to categorically eligible LIF, ADC-related or poverty level households could be included in LIF, ADC-related or poverty level household size. Recent discussions with the Health Care Financing Administration have prompted revision of this policy.

Non-caretaker, non-legally responsible individuals who are making their income fully available to families applying for Medicaid are not to be included in the household size of the categorically LIF, ADC-related or poverty level individuals. An example of this excluded person is the childless unmarried boyfriend of a woman who has a child from a previous relationship. Only individuals who could have been included in the ADC household may be included in the LIF, ADC-related or poverty level household.

Applicants should be advised that the non-caretaker, non-legally responsible person is not legally obligated to support the remaining members in the living unit. Income received from the non-caretaker, non-legally responsible person by the LIF, ADC-related or poverty level members must be budgeted as available income. Districts must ask the LIF, ADC-related, or poverty level applicants to specify a dollar amount of income provided by the non-caretaker, non-legally responsible person. A statement from the applicant noting the amount of income available is sufficient documentation.

Eligibility for the non-caretaker, non-legally responsible person must be determined according to that person's categorical relatedness.

If unwed parents of a common child or unborn acknowledge fully supporting each other, they may be included in a single household as they would be in ADC.

This policy revision and the provisions of GIS 00MA/007 more closely align household size determinations done for Child Health Plus by facilitated enrollers with those done by Medicaid.

A forthcoming ADM will provide more specific information. Please direct any questions to your Local District Liaison at the numbers listed above.