



Capitol Care Center

555 W. CARPENTER

SPRINGFIELD, ILLINOIS

217-525-1880

MEDICAID DOCUMENTATION CHECKLIST

If you do not have the items below or have questions in how you might be able to obtain this paperwork, please call our Business Manager during normal business hours at (217) 525-1880.

- Completed and signed Medicaid application (If you do not have one, we will be happy to assist in completing the application.)
- Valid Driver's License or photo identification card
- Rent Receipts
- Utility Bills
- Social Security Card, Medicare Card, or proof of application for a Social Security Number
- Birth Certificate(s) or other birth records (Baptismal Certificate, School Records)
- Marriage License, divorce decree, death certificate, military service record (DD214 Copy 2), prison records
- Pay stubs for the last 3 months or self-employment records
- Child support order and/or armed forces allotment
- Check or Award Letter for Social Security, SSI, Veteran's Benefits, Worker's Compensation, or other disability
- Check or Award Letter for unemployment insurance and/or retirement benefits
 - Proof of scholarship, tuition loans, expenses for students out of high school
 - Proof of money from other sources (loans, gifts from friends, relatives, rental income, boarders, etc.)
- Deeds, tax bills, mortgage contracts, contract for deed
- Title, registration, contract, and/or payment book for all motor vehicles
- All individual and group life and health insurance policies
- 3 Months of Bank statement and book, credit union accounts, trust funds, safety deposit box information, other securities or bonds
- Proof of ownership and value of burial lots or prepaid burial plans
- Arrival-Departure Record (I-94), Resident Alien Form (I-51 or I-551), Citizenship Papers (I-179, I-197), or other proof of citizenship/alien status for those persons applying for assistance and/or food stamps

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- Paid or unpaid doctor, hospital or dental bills or prescriptions
- Records of all property transfers with the last 36 months including closed accounts, cashed CDs and life insurance policies
- Physician's statement, completed Form DPA 183, Determination of Disability, or Form DPA 2304, Verification of Pregnancy
- Power of Attorney papers and/or guardianship papers
- Nursing home personal and/or trust accounts

Capitol Care Center provides assistance in applying for Medicaid/Public Aid. If you have any questions please refer to the Capitol Care Center Business office.