ENUMERATION

I-600 REQUIREMENT

Each member of the assistance unit must:

- provide a Social Security Number (SSN), or
- apply for an SSN.

Exception:

Non-qualified aliens do not have to meet the enumeration requirement.

An adult who has not met the enumeration requirement shall be excluded from the assistance unit. If a person who is required to be in the assistance unit fails to comply with the enumeration requirement, the unenumerated person is sanctioned. Exclude him from the assistance unit and budget his income without allocation for his needs.

Exception:

Do not reduce the size of the household based on non-cooperation of a parent when determining eligibility for a child. Include sanctioned parent in the income/resource unit.

Reminder:

SSNs are only required for individuals applying for or receiving Medicaid benefits.

I-620 VERIFICATION

Verify that enumeration has been met at application, renewal, and when otherwise indicated.
Sources of verification include:

- social security card,
- correspondence which indicates that the application for an SSN is complete,
- Form SSA-2853, or
- hospital birth certificate application.

Do not deny or delay benefits pending issuance of an SSN. *Assign an interim ID number.*

**If the SSN has not been provided, document how enumeration has been met.*