
**GENERAL
INFORMATION**

Once approved, juvenile guardianship assistance and medical subsidy will continue even if the guardian(s) moves out of the state, provided all other eligibility requirements are met. A guardian may not change a child's domicile to another state without court approval.

Children moving into Michigan with guardianship assistance and medical assistance from another state may be eligible to have Michigan Medicaid opened by the DHS subsidy office.

**ADDRESS
CHANGES**

Address changes must be submitted to the DHS subsidy office in writing within 7 days of the change of address. The change information should be submitted as far in advance as possible so that guardianship assistance checks can be directed to the correct address. The written address change must include the following information:

- Guardian's name.
- Phone number.
- Child's name.
- Child's date of birth.
- Complete old address.
- Complete new address (including any post office box number, if applicable).
- Effective date of new address.
- Guardian's signature.

Note: If the guardian is also a licensed foster parent or day care provider, they must also contact the appropriate licensing office. A guardian must inform the court of any change of address within 7 days of the change.

MEDICAID**New Cases
Opening With an
Out-of-State
Address**

Michigan Medicaid will not be opened for children whose guardian's home is located in another state.

At case opening, the DHS subsidy office will complete Interstate Compact on Adoptions and Medical Assistance (ICAMA) Form 6.01 DHS-315, Notice of Medicaid Eligibility/Case Activation (RFF 315) and notify the child's state of residence that the Medicaid should be opened in that state.

**Michigan Children
Moving to Other
States**

For title IV-E funded guardianships, children who are eligible for Medicaid through Michigan's guardianship assistance program should be eligible for the Medicaid program in the state where they live.

For state funded guardianships, the guardian should apply for their state's Medicaid program at the social services office in their community.

Before moving, the guardian should contact the DHS subsidy office to change their address and inform the office that they will need Medicaid in the new state.

The DHS subsidy office will complete the DHS-315, ICAMA Form 6.01 Notice of Medicaid Eligibility/Case Activation, for the child and inform the new state of the need for medical assistance through that state's program.

**Children Moving to
Michigan from
Other States**

A child who moves into Michigan with guardianship assistance-related Medicaid eligibility from another state may receive Medicaid through Michigan's Medicaid program. All title IV-E funded guardianship assistance cases are categorically eligible for Medicaid. The DHS subsidy office in central office authorizes and maintains current Medicaid for these children.

The guardian of an eligible child who is moving into Michigan should contact the state that issued the guardianship assistance agreement. The originating state should complete the ICAMA Form 6.01 Notice of Medicaid Eligibility/Case Activation and forward it to:

Michigan Department of Human Services
DHS Subsidy Office, Suite 412
P.O. Box 30037
Lansing, Michigan 48909