



Department of Human Resources
311 West Saratoga Street
Baltimore MD 21201

FIA INFORMATION MEMO

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**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISORS**

**FROM: KEVIN MCGUIRE, EXECUTIVE DIRECTOR, FIA
JOSEPH DAVIS, EXECUTIVE DIRECTOR, DHMH/OOE**

RE: LONG-TERM CARE FACILITY REPRESENTING CUSTOMERS

PROGRAM AFFECTED: MEDICAL ASSISTANCE

ORIGINATING OFFICE: BUREAU OF ADMINISTRATIVE SERVICES

SUMMARY:

Long-Term Care facilities have expressed concern that some local departments are not correctly applying the medical assistance policy related to authorized representatives.

REMINDER:

Local departments are to follow the Medical Assistance policy found on pages 400–40 through 400–43 of the Medical Assistance Eligibility Manual. Medical Assistance policy clearly states that a long-term care facility may represent the applicant/recipient if the A/R is incompetent and in the absence of other appropriate representatives.

INQUIRIES:

Please direct policy questions to the DHMH Division of Eligibility Services at 410-767-1463.

cc: FIA Management Staff
Constituent Services
DHR Executive Staff

DHMH Executive Staff
Help Desk