APPLICATION CHECKLIST

Information you need to apply for NJ FamilyCare:

- ✓ The NJ address where you live and an address where you get your mail, if different from where you live
- ✓ Names and birthdates of everyone in your household, and due date of pregnant members
- ✓ A Social Security Number for everyone in your household, if they have one. You can still apply if you don't have an SSN.
- ✓ U.S. Citizenship or immigration status of everyone asking for NJ FamilyCare coverage
 - o Immigration status can include Lawful Permanent Resident, refugee, visa, etc.
 - You will need to include information from the immigration document
- ✓ Income and tax filing status of each person in your household
 - If employed: Employer name and address, start month and year, gross income (income before taxes are taken out)
 - Know if they are paid every week, once every two weeks, twice a month, or once a month
 - \circ Other income, if received: SSI, unemployment, etc.
- ✓ Choose a Health Plan. Find out what Plan your doctors accept.

Tips for Applying and Following Up:

- Considercreating an online NJ FamilyCare account. (You will need an email address to do this.) Benefits include:
 - \circ Electronic copy of your application with NJ FamilyCare contact information
 - o Check your application status
 - o Upload documents instead of mailing or faxing them
- Fill out the application completely and correctly
- **Open all mail and respond** *quickly* **to any NJ FamilyCare letters requesting information.** You may be asked to provide proof of
 - o Address
 - o Identity, including IDs, birth certificates, residency documents, passports
 - o U.S. Citizenship or immigration status
 - o Income, including profit and loss statements for people who are self-employed
- Call the NJ FamilyCare Eligibility Determining Agency listed on your Confirmation Page with any questions or to check your application status

If You Are Approved:

- You should receive a plastic Health Benefits Identification Card within 1-2 weeks after your application has been approved.
 - If you had NJ FamilyCare in the past, your old card might be reactivated
 - Questions/need new card: call 1-877-414-9251
- Your Health Plan card and information will come about a week before that coverage starts

What You Must Do:

- Tell the NJ FamilyCare Eligibility Determining Agency if there are any changes in your situation, including:
 - Your address or phone number
 - Your income or employment status
 - The number of people living in your household, including pregnancy and birth
 - $\circ \quad \text{Marriage or divorce}$
- Open all mail from NJ FamilyCare
- Renew your coverage every year!



