



What to expect when you apply

Information to gather before you apply

Gather the items listed below to help you fill out your application for BadgerCare Plus. Copies of these items will be sent to the Income Maintenance (IM) Consortium to help them process your application *The more complete your application, the faster it will be processed.*

1. Personal Information

For each family member applying for benefits, you will need:

- Full name
- Date of birth
- Social Security Number (SSN)
- Proof of identification and citizenship
 - Any of the following may be used: passports, certificates of citizenship, naturalization papers, driver's licenses, school IDs, military ID cards, birth certificates, military records, or hospital records of birth
 - The IM Consortium can assist with locating birth records from Wisconsin. You can also prove your child's identity by filling out the Statement of Identity for Children Under 18 Years of Age form (F-10154). (Ask your IM Consortium for the form or visit dhs.wisconsin.gov/forms.)

2. Income

- Copies of **a full month's** worth of pay stubs for people in the home who are working. (Should include the employer's name and address.)
- If self-employed, submit copies of your most recent tax returns or bookkeeping records.
- Submit check stubs or award letters for other types of income from the last 30 days. Other income might include: worker's compensation, disability payments, pensions and child support payments from other states.

3. Health Insurance

- Health insurance policy information for anyone covered by insurance right now including the name of the insurance company, policy number and who is covered under that policy. If the insurance will be ending, please provide verification of when and why.
- Information about Medicare benefits that anyone in the home gets.

About applying online

You may apply for benefits online at the state's ACCESS Web site, www.access.wi.gov.

- It is helpful to create a User ID and password when you start an online application. It will allow you to refer back to and check the status of your application later.
- It is also important to make a note of your tracking number when you complete your application.

(See reverse for **What to expect after you apply**)

BADGERCARE+

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Getting benefits

- The Income Maintenance (IM) Consortium will process applications **within 30 days**.
- You will get a written notice about your benefits in the mail.
- If you applied for benefits online, you can track your enrollment process at www.access.wi.gov. Click "Login to Account." You will be asked to log in with your User ID and password.
- You may also check your application status by calling your IM Consortium. Having your tracking number will allow the agency to check your application more quickly.
- **Please do not submit another application before getting a notice from the IM Consortium.**

Choosing an HMO

- Within two weeks of being determined eligible for benefits by your Income Maintenance Consortium, you will receive a packet of information from the Wisconsin Department of Health Services about your health plan (HMO) options. Most BadgerCare Plus families must enroll in an HMO.
- This packet will offer some tips on how to choose an HMO. You can also call an enrollment specialist at (800) 291-2002 for help choosing an HMO.
- If you do not choose an HMO, one may be selected for you. You can still change your HMO anytime during the first three months of enrollment. When your enrollment period ends, you cannot change your HMO during the next nine months.
- Once your HMO is selected, you will receive a letter telling you when your HMO enrollment will start. You will also receive a packet of information from your HMO.
- If you have any questions or problems with your BadgerCare Plus HMO enrollment, call an enrollment specialist at (800) 291-2002 for help.

If you have questions

- If you have submitted an application, contact your assigned **Income Maintenance Consortium**
- If you have not submitted an application, or are unable to reach your Case Worker, call **Member Services: 1-800-362-3002**
- You may also find assistance from these **local contacts:**

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- **Covering Kids & Families-Wisconsin (CKF)** may also provide assistance: 1-608-261-1455



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