



Verifying your Apple Health eligibility

After you apply for or renew your Apple Health (Medicaid) coverage, you may receive a letter requesting additional information to verify your eligibility. This is known as a Post Eligibility Review (PER).

What is a Post Eligibility Review

Post Eligibility Reviews (PER) help the Health Care Authority (HCA) confirm your eligibility for Apple Health coverage. PERs are specific to Apple Health for adults, children, pregnant individuals, and parent/caretakers, known as our Modified Adjust Gross Income (MAGI) programs. These programs are applied for through Washington Healthplanfinder.

Eligibility for Apple Health is determined using information you entered in your Washington Healthplanfinder application. Verification through a PER may be required when the information in the application is not compatible with state or federal income databases. PERs are completed by Health Care Authority (HCA) staff to confirm eligibility based on your income, citizenship, or lawful presence.

Example: You report your income is \$1,000 a month from a job, but the Employment Security Department (ESD) shows your income is \$1,850 a month. This will notify HCA to send you a letter requesting verification of your income.

Sometimes staff can use information in state and federal databases to confirm your eligibility and make updates to your application that reflect your current income or status. You will receive an information request letter (or an email depending on your preference) if we are not able to confirm your eligibility. You will have 15 days to provide the information requested in the letter. Your coverage may be closed if you do not provide the requested information by the due date.

Why am I being asked to provide income verification?

You were recently approved for Apple Health coverage through Washington Healthplanfinder or renewed your existing Apple Health coverage and information in state or federal databases did not match the income information provided in your application.

View the Washington Administrative Codes (WAC) to learn more about why you are being asked to provide this information:

- [Income \(part 1\)](#)
- [Income \(part 2\)](#)
- [Household composition](#)

Do I need to respond to a letter requesting verification if I just updated my information?

Yes. If you applied for or renewed Apple Health coverage and receive a letter asking for more information, you need to respond so we can verify your eligibility. Your coverage may close if you do not respond, even if you received an approval letter.

Do I need to send income verification for everyone in my Household?

Yes. This includes:

- Yourself,
- Your spouse or co-parent if you live together or file taxes together as married, and
- Any tax dependent if their income meets the IRS tax filing threshold.
 - View the [Internal Revenue Service guidelines](#) for more information on tax dependent income

How do I know what documents to submit to verify my income?

View the tables below to learn more about what types of documents to submit based on your income.

Type of income	Acceptable forms of verification
No income in the household	A letter from employer with employer name and last day worked A written or verbal statement that you do not have income and the last date you worked
Earned income (income from a job, including tips and commission)	Full copy of all wage stubs for the last 60 days; or A letter signed and dated by your employer to include tips, weekly hours worked, hourly wages, and pay frequency
Self-employment income Rental income Farming income	A complete copy of your most recent tax return including all schedules and attachments if it is a good representation of your current income for the full year; or Most recent 3-month profit and loss statement that includes gross monthly business income, IRS allowable deductions, and net business income
Social Security income Unemployment benefits Capital gains Dividend income IRA/401K income Annuity/pension income Interest income Taxable tribal income Royalty income Alimony/spousal support Income from a trust Foreign income Railroad retirement Other taxable income	A complete copy of your most recent tax return including all schedules and attachments

How do I know what documents to submit to verify my deductions?

View the tables below to learn more about what types of documents to submit based on your deductions.

IRS allowable deductions (subject to change and limitations based on IRS tax rules)	Acceptable forms of verification
Self-employment tax Self-employment retirement plan Self-employment health insurance Pre-tax retirement account contributions Health saving account (HSA) contributions Certain claimable business expenses Alimony/spousal support court ordered before 01/01/2019 Penalty on early withdrawal of savings Moving expenses for members of the armed forces Educator expenses Student loan interest Student tuition	A complete copy of your most recent tax return including all schedules and attachments if it is a good representation of your yearly deductions; or IRS forms (1098T, 1098E); or A monthly or quarterly statement from the source of the deduction; or Receipts from the source

How do I submit my documents?

- **Online:** Washington Healthplanfinder
 - Sign into your account and upload documents in the document center
- **Mobile app:** On the WAPlanfinder app (available for iOS and Android)
- Sign in and select 'Document Center' to submit a photo of your document
- **Email:** HCA Apple Health Imaging Unit
- **Fax:** 1-855-867-4467
- **Mail:** Health Care Authority
P.O. Box 45531
Olympia, WA 98504-5531

What happens if I don't provide income verification when it is requested?

If the information is not provided by the due date, HCA staff will try to determine eligibility for Apple Health based on information in state and federal systems. If unable to determine your eligibility, HCA may terminate Apple Health coverage or change coverage to a different program (including a premium-based program).

How much time do I have to provide information?

You have 15 days from the date we mailed you the letter requesting information to respond. The due date is also in your letter. If you need additional time to provide the requested information, you can request this by emailing [HCA Ask MAGI](#) or calling 1-800-562-3022.