



**Eligibility Operations Memo 16-05**  
**September 15, 2016**

TO: MassHealth Eligibility Operations Staff

FROM: Amy Dybas, Director, Member Policy Implementation

RE: **Application for Health Coverage for Seniors and People Needing Long-Term-Care Services (SACA-2)**

## **Background**

MassHealth has updated the paper application for health benefits for seniors and people needing long-term-care services. The Application for Health Coverage for Seniors and People Needing Long-Term-Care Services (SACA-2), revised in June 2016, is intended for the following populations in Massachusetts:

- an individual 65 years of age and older and living at home and
  - not the parent of a child under 19 years of age who lives with the individual; or
  - not an adult relative living with and taking care of a child younger than 19 years of age when neither parent is living in the home; or
- an individual of any age who needs long-term-care services in a medical institution or a nursing facility; or
- an individual who is eligible under certain programs to get long-term-care services to live at home; or
- a member of a married couple living together and
  - both spouses are applying for health coverage;
  - there are no children under 19 years of age living with the couple; and
  - one spouse is 65 years of age or older and the other spouse is under 65 years of age.

An individual 65 years of age and older should complete the Application for Health and Dental Coverage and Help Paying Costs (ACA-3) if he or she meets any of the following exceptions. The individual

- is the parent of a child under the age of 19 who lives with him or her; or
- is an adult relative living with and taking care of a child younger than age 19 when neither parent is living in the home; or
- is disabled and is either working 40 hours or more hours a month or is currently working and has worked at least 240 hours in the six months immediately before the month of application.

The revised version of the SACA-2 has been updated to better align with the Application for Health and Dental Coverage and Help Paying Costs (ACA-3) and incorporate changes recommended by field workers and advocates.

## **Summary of Changes**

Below is a summary of changes made in the June 2016 version of the SACA-2.

- Improved explanation of who can use the application.
- Reordered some questions to allow for better flow of information.

*(continued on next page)*

### **Summary of Changes (cont.)**

- Removed shading that was causing information to be illegible on faxes and copies.
- Reordered supplements and made them all the same color.
- Updated list of other income types.
- Clarified Health Connector language about Medicare.
- Separated income section so that it appears under both Person 1 and Person 2.
- Renumbered questions for clarity.
- Changed order of accommodations to alphabetical.

### **How to Apply**

The June 2016 version of the SACA-2 is currently available.

To apply, members can use any of the options below.

Mail the filled-out, signed application to

MassHealth Enrollment Center  
Central Processing Unit  
P.O. Box 290794  
Charlestown, MA 02129-0214.

Fax the filled-out, signed application to 1-617-887-8799.

Visit a MassHealth Enrollment Center (MEC) to apply in person.

### **Supplies and Use of Earlier Versions of the SACA-2**

Earlier versions of the SACA-2 may be accepted. Although earlier versions will be accepted, they should **not** be distributed to the public.

When you receive a supply of the June 2016 version of the SACA-2, please recycle earlier versions of the form.

### **Location of Printable Application on the MassHealth Website**

The new Senior Guide to Health Care Coverage (SACA-1) and the SACA-2 can be printed from the MassHealth website. Go to [www.mass.gov/eohhs/consumer/insurance/apply-for-health-coverage/applications-for-seniors-and-people-who-need-lt-care.html](http://www.mass.gov/eohhs/consumer/insurance/apply-for-health-coverage/applications-for-seniors-and-people-who-need-lt-care.html).

### **Questions**

If you have any questions about this memo, please have your MEC designee contact the Policy Hotline.