



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Office of Medicaid
www.mass.gov/masshealth

Eligibility Operations Memo 22-05
March 2022

TO: MassHealth Eligibility Operations Staff
FROM: Heather Rossi, Director of Eligibility Policy
RE: **Updated Application for Health and Dental Coverage and Help Paying Costs (ACA-3)**

Background

MassHealth has updated the Application for Health and Dental Coverage and Help Paying Costs (ACA-3). The Application, most recently revised in March 2022, is for the following populations in Massachusetts:

- Individuals younger than 65 who do not need long-term-care services (either in a nursing facility or in the community),
- Parents of children younger than 19, and
- Adult relatives living with or taking care of children younger than 19 (regardless of the age of the parent or adult relative) when neither parent is living in the home.

Individuals 65 or older, including those who are applying with a spouse who is under 65, and those of any age who need long-term-care services (either in a nursing facility or in the community) will need to fill out the Application for Health Coverage for Seniors and People Needing Long-Term-Care Services (SACA-2).

Summary of Changes

The following changes have been made in the March 2022 version of the ACA-3:

- Instruction page: What you may need to apply. Updated language to add exceptions to the requirement to provide a social security number.
- Step 2 Person One Question 6:
 - Deleted the sentence about needing an SSN for a Premium Assistance Payment
 - Added a reference to the Member Booklet for more information about SSNs.
 - Other Income Question 29. Added question about lottery and gambling winnings for each person.
 - Yearly Income Question 33. Updated the language to refer to unemployment benefits for each person.

- Signature Page, For MassHealth and Health Connector Applicants:
 - Added language about use of the social security number.
 - Modified language to avoid certain doublets (such as “false or untrue”).
 - Modified some sentences to follow plain language practices (e.g., shorter sentences, shorter words in some instances).
- Added most recent ARD form (November 2021).
- Step 8, Immigration Statuses and Document Types. Added language about Afghan evacuees and COFA migrants to list of “Eligible Immigration Statuses”.
- Added “www.” to MAhealthconnector.org. throughout the document:
www.MAhealthconnector.org
- Updated MEC addresses: deleted Chelsea; added Charlestown.
- Updated language on How to Apply.
- Added “choose not to answer” to the Race and Ethnicity option.

Supplies and Use of Revised Forms

To assist with the unwinding of the Public Health Emergency, the July 2021 version of the ACA-3 will be accepted through December 31, 2022. The March 2022 version of the ACA-3 is currently available.

How to Apply

To apply, applicants can use any of the following options.

Individuals are encouraged to apply online at MAhealthconnector.org. Applying online may be the fastest way to get coverage.

Mail the filled-out, signed application to

Health Insurance Processing Center
PO Box 4405
Taunton, MA 02780

Fax the filled-out, signed application to (857) 323-8300.

To apply by phone, call the MassHealth Customer Service Center at (800) 841-2900, TTY: (800) 497-4648 for people who are deaf, hard of hearing, or speech disabled. You can also call the Health Connector at (800) MA ENROLL ((800) 623-6765).

The MassHealth Enrollment Centers (MECs) are open for transactions that cannot be completed online, by phone or by mail only. Please help maintain the safety of our staff and public by visiting our on-line reservation system. Go to mass.gov/masshealth/appointment to make a reservation for one of our open MECs. For questions, call (800) 841-2900 or TTY (800) 497-4648.

Location of Printable Application on the MassHealth Website

The updated Application for Health and Dental Coverage and Help Paying Costs (ACA-3) can be printed from the MassHealth website.

Go to www.mass.gov/lists/masshealth-member-applications.

Questions

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