

Issue 98: INSIDER’S EDGE: Adding Newborns without a Social Security Number (SSN) to the Household

Regardless of whether a consumer is enrolled in Medicaid or a qualified health plan (QHP), there are certain life changes that must be reported in the Maryland Health Connection system. One key change that must be reported? The birth of a child!



With all of the changes that come with bringing a new little one home, there are a few steps consumers (and the assistance workers helping them!) can take to ensure that the process of reporting the birth of a new child goes smoothly.

If the mother has active Medicaid eligibility, the newborn may have already been added to the Medicaid Management Information System (MMIS) via the 1184 e-Medicaid process. However, the new child **MUST** also be added to the Maryland Health Connection.

To add a newborn to the family, consumers must report a change in income or household. The baby can then be added as a new Household Member. Note that applications and reported changes in Maryland Health Connection cannot be processed unless all household members applying for benefits have a SSN. Fortunately, there’s a simple way to ensure the application can be processed—even if the baby doesn’t have a SSN yet!

Worker Portal

Check the box indicating that the newborn is “Applying for SSN” to ensure the application can be processed.

Do **NOT** enter all zeroes (000-00-0000) for the newborn’s SSN *or* indicate that the newborn is not applying for an SSN. The application will not be processed if you do.

(graphic on page following)

Applicant and Family > Household Members

*Fields marked with * are required.*

Household Members [Add/Edit](#)

Primary Applicant	First Name *	Middle Name	Last Name *	Suffix	Needs Coverage *	Resides with Primary *
<input checked="" type="radio"/>	Stephen		Kuntz		Yes	Yes
	Gender: Male	SSN: 111-22-3333	DOB: 01/01/1984		<input type="checkbox"/> Applying for SSN	
<input type="radio"/>	Kathryn		Harrison		Yes	Yes
	Gender: Female	SSN: 222-33-4444	DOB: 01/01/1984		<input type="checkbox"/> Applying for SSN	
<input type="radio"/>	Cameron		Kuntz		Yes	Yes
	Gender: Male	SSN:	DOB: 02/10/2015		<input checked="" type="checkbox"/> Applying for SSN	

Save

Consumer Portal

Check the box under the newborn's entry indicating, "Don't have a social security number?". Then indicate "Yes" in the drop down box under the question, "Applying for a Social Security Number?"

Do **NOT** enter all zeroes (000-00-0000) for the newborn's SSN or indicate that the newborn is not applying for an SSN. The application will not be processed if you do.

(graphic on following page)

Add Household Members Fields marked with * are required.

First Name *
 Middle Name
 Last Name *
 Suffix

Date of Birth * 
 Gender * Male Female

Does this person need health coverage? Yes No

Providing your Social Security number (SSN) can be helpful if you don't want health coverage because it can speed up the application process. We use SSNs to check income and other information to see who is eligible for help paying for health.

Social Security Number - -
 I consent to having my SSN used to retrieve information from secure external sources

Don't have a social security number?

Applying for a Social Security Number?

Is this person's name the same as it appears on the Social Security Card? Yes No

Reason for Addition *

Date of Birth * 

Want to read up on other types of life events consumers must also report? Check out these past issues of the Insider's Edge:

- *Issue 45: INSIDER'S EDGE: Open Enrollment and Special Enrollment Periods*
- *Issue 59: INSIDER'S EDGE: Open Enrollment Has Closed—What's Next?*
- *Issue 60: INSIDER'S EDGE: Special Enrollment Periods and Other Life Changes*

See you next week. Questions? Send them to dhmh.medicaidmarge@maryland.gov.