

# **INSERT MAILED WITH ACCESS CARD - ENGLISH**

## **PENNSYLVANIA ACCESS CARD**

### **IMPORTANT: PLEASE SAVE THIS INFORMATION SHEET AND KEEP IT IN A SAFE PLACE**

#### **ACCESS CARD INFORMATION:**

- **Enclosed is your PA ACCESS Card**, a permanent, yellow plastic card issued to each individual who is eligible for Medicaid.
- **If you are also the payment name for cash assistance or food stamp benefits**, the EBT (Electronic Benefit Transfer) ACCESS Card, a green plastic card which you use for these benefits, will also be used for medical benefits. If cash assistance and food stamp benefits stop, you may continue to use the green card for medical services, as long as you are eligible for Medicaid.
- **If you are enrolled in a Medicaid managed care plan (HealthChoices or other voluntary HMO), do not throw away your ACCESS Card.** You will receive a separate identification card issued by your plan to be used when obtaining medical services. You will use the ACCESS Card for certain eligible services not covered by your managed care plan, such as non-emergency medical transportation. Questions regarding covered services should be directed to the plan in which you are enrolled.

#### **HOW TO USE YOUR CARD:**

- **Sign the ACCESS Card** if you are age 18 or older or if you are the head of household. Children may sign their card if they wish. The signature strip is tamper-proof so do not try to erase.
- **Keep the ACCESS Card in a safe place.** Do not put the card near magnets; protect it from dirt and scratches. Keep the card even if your case is closed. It will not cover services while your case is closed but can be used again if you become eligible for Medicaid in the future
- **Present the ACCESS Card to your provider each time you obtain medical services.**
  - Your medical provider can use the card to obtain information about your eligibility for benefits, services available, insurance information, managed care plan enrollment and individual restrictions to services.
  - If you have other medical/health insurance coverage, be sure to give that information to your caseworker and show all insurance information (Medicare, Blue Cross or Blue Shield, for example) to your provider. The provider is required to bill the other insurance before billing Medicaid.
  - Your Medicaid Health Care Benefits Package may not cover all the services you need. Your medical provider or managed care plan can tell you what is covered. Your provider is required to tell you in advance if your Medicaid Health Care Benefits Package does not pay for a service.
  - The Medicaid payment is considered to be payment in full, except if you are required to make a co-payment, or pay a General Assistance deductible.
- **Report a lost or stolen ACCESS Card immediately to your caseworker.** Your caseworker will issue you a replacement ACCESS Card with a new card issue number. This new card must then be used to obtain services. (If the old card is found after a new card is obtained, destroy the old card - it is no longer usable).

#### **YOUR RESPONSIBILITIES:**

- **You must report to the county assistance office within 7 days any changes which may affect your eligibility including:**
  - Employment and other income and/or resources.
  - Persons moving into or leaving your household or changes in marital status.
  - Other changes, such as pregnancy, disability or reaching age 65.
- **Under State Law, 62 P.S. §1408(a), it is ILLEGAL to:**
  - Lend your card to another person or use your card to obtain services for another person.
  - Use your card to obtain services you don't need (medically unnecessary services).
  - Use your card intentionally to visit more than 3 practitioners who specialize in 1 field, in 1 month, to obtain benefits in excess of what is medically necessary.

#### **HEALTHY HORIZONS MEDICARE COST SHARING:**

If you are in the Healthy Horizons Medicare Cost Sharing Program, your ACCESS Card can be used for Medicare deductibles and co-insurance.

**If you have questions about how to use the ACCESS Card, you may contact the HELPLINE, 1-800-842-2020.**