**Policy Clarification**

**Long-Term Care - All**

**PMN-21168-476**

**Submitted:** **November 1, 2022** **Agency: CAOs**

**Subject:** **Signature Requirements for Long-Term Care (LTC) and Home and Community-Based Services (HCBS) Renewals**

**Question: Where must a LTC/HCBS recipient sign the Medical Assistance Financial Eligibility Application for LTC Supports and Services (PA600L) in order for it to be considered a valid renewal?**

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| **Response By: Division of Health Services** | **Date: November 8, 2022** |

When a reapplication is returned to the County Assistance Office, the Rights and Responsibilities (R&R) page must be signed by the individual or their representative to be considered a valid reapplication.

**Note:** Signatures on the affidavit portion of the renewal (located on page 16 of the PA 600L (AS)) or the citizenship/alien declaration (located on page eight of the PA 600L (AS)) are not necessary to be considered a valid renewal. However, signatures in these places are not acceptable alternatives to a signature on the R&R portion of the renewal form.