**Eligibility Reporting Requirements**

A person who is eligible for Medicaid or the Children’s Health Insurance Program (CHIP) must report changes that could affect eligibility. Changes to report include:

I**ncome**: A change in the amount of income the beneficiary’s household receives. This can be an increase or decrease in income from wages, self-employment or any type of income such as retirement benefits, contributions, state or federal benefits or other income received within the household. A change in the source and/or amount of income for a household member must be reported within 10 days of the change.

**Address or living arrangement**: A change in address or a change in someone’s living arrangement must be reported. A Medicaid or CHIP recipient who moves in or out of the household or enters or leaves a nursing or medical facility must be reported within 10 days of the change.

**Family size**: A change in family size. A marriage, divorce, death or a child moving into or out of a household must be reported.

**Resources**: For individuals eligible on the basis of age, blindness or disability, any change in what a household member owns must be reported.  If a Medicaid recipient buys, sells or gives away anything of value that he/she owns, the change must be reported within 10 days of the change. Resources include property someone owns or has an interest in including home property, money in the bank or on hand, stocks, bonds or any item of value.

**Improvements in disability**: For individuals eligible on the basis of age, blindness or disability, any improvements in disability, especially improvements that affect Medicare entitlement or disability benefits must be reported.

### How to Report Eligibility Changes or Updates

Changes affecting Medicaid or CHIP eligibility may be reported in a variety of ways:

* Call or visit the regional office that handles your case.

View a list of regional office phone numbers and addresses on the back of this page.

* Email the changed information to: **Medicaid.application@medicaid.ms.gov**
* Fax a written statement reporting needed changes to the regional office fax number that handles your case. View the Fax numbers on the back of this page.
* Call the Office of Eligibility toll-free at **800-421-2408** to report the needed change.

**Attention Nursing Home Recipients**

If deductions are claimed from the amount paid to the facility in the form of “Medicaid Income” for a health insurance premium or other allowable medical expense, any changes in the amount of these deductions must be reported. If a premium amount changes or if an insurance policy is canceled, it must be reported.

**Attention Beneficiaries Who Have Other Insurance Coverage**

Any change in other health insurance coverage must be reported.  If someone on Medicaid or CHIP gains coverage through other health insurance or if a Medicaid recipient loses coverage through other health insurance report this event within 10 days of the change.

*The Mississippi Division of Medicaid complies with applicable federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex. If you believe that the Mississippi Division of Medicaid has discriminated in any way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance through the Civil Rights Coordinator at:*

***Mississippi Division of Medicaid***

***Attention: Civil Rights Coordinator***

***Walter Sillers Building – 550 High Street, Suite 1000***

***Jackson, MS 39201-1311***

***Toll-free phone: 800-421-2408***

***Fax: 601-359-6294***

***Email:*** ***civilrights@medicaid.ms.gov***

**Mississippi Division of Medicaid Regional Offices**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Location** | **Address** | **Counties Served** | **Phone #** | **Fax #** |
| [Brandon](http://domintranet/Inetpub/wwwroot/Images/RO/BrandonRoMap.gif) | 3035 Greenfield Road, Pearl, MS 39208 | Rankin, Simpson, Smith | (601)825-0477 | (601)825-2184 |
| [Brookhaven](http://domintranet/Inetpub/wwwroot/Images/RO/BrookhavenRoMap.gif) | 1372 Johnny Johnson Drive, Brookhaven, MS 39601 | Copiah, Lawrence, Lincoln | (601)835-2020 | (601)833-5429 |
| [Canton](http://domintranet/Inetpub/wwwroot/Images/RO/CantonRoMap.gif) | 5360 I-55 North, Jackson, MS 39211 | Madison, North Hinds | (601)978-2399 | (601)956-4264 |
| [Clarksdale](http://domintranet/Inetpub/wwwroot/Images/RO/ClarksdaleROmap.gif) | 520 South Choctaw Street, Clarksdale, MS 38614-4800 | Coahoma, Quitman, Tunica | (662)627-1493 | (662)627-5460 |
| [Cleveland](http://domintranet/Inetpub/wwwroot/Images/RO/ClevelandROmap.gif) | 211 N Chrisman Ave., Cleveland, MS 38732-2715 | Bolivar, Sunflower | (662)843-7753 | (662)843-4609 |
| [Columbia](http://domintranet/Inetpub/wwwroot/Images/RO/ColumbiaRoMap.jpg) | 501 Eagle Day Avenue, Suite A, Columbia, MS 39429 | Covington, Jeff Davis, Marion | (601)731-2271 | (601)736-7924 |
| [Columbus](http://domintranet/Inetpub/wwwroot/Images/RO/ColumbusROmap.jpg) | 603 Leigh Drive, Columbus, MS 39705 | Lowndes, Monroe | (662)329-2190 | (662)329-8581 |
| [Corinth](http://domintranet/Inetpub/wwwroot/Images/RO/CorinthROmap.gif) | 2619 South Harper Road, Corinth, MS 38834-6750  | Alcorn, Prentiss, Tishomingo | (662)286-8091 | (662)287-9763 |
| [Greenville](http://domintranet/Inetpub/wwwroot/Images/RO/GreenvilleRoMap.gif) | 585 Tennessee Gas Road, Suite 10, Greenville, MS 38701-8143 | Washington | (662)332-9370 | (662)334-4577 |
| [Greenwood](http://domintranet/Inetpub/wwwroot/Images/RO/GreenwoodRoMap.gif) | 805 W. Park Avenue, Suite 6, Greenwood, MS 38930-2832 | Carroll, Leflore, Tallahatchie | (662)455-1053 | (662)459-9754 |
| [Grenada](http://domintranet/Inetpub/wwwroot/Images/RO/GrenadaRoMap.gif) | 1109 Sunwood Drive, Grenada, MS 38901-6601 | Grenada, Calhoun, Montgomery, Yalobusha | (662)226-4406 | (662)226-8821 |
| [Gulfport](http://domintranet/Inetpub/wwwroot/Images/RO/GulfportRoMap.gif) | 10298 Corporate Drive, Gulfport, MS 39503-2528 | Harrison | (228)863-3328 | (228)868-0121 |
| [Hattiesburg](http://domintranet/Inetpub/wwwroot/Images/RO/HattiesburgRoMap.gif) | 6971 Lincoln Road Extension, Hattiesburg, MS 39402-3227 | Forrest, Lamar, Perry | (601)264-5386 | (601)261-1244 |
| [Jackson](http://domintranet/Inetpub/wwwroot/Images/RO/JacksonRoMap.gif) | 5360 I-55 North, Jackson, MS 39211 | Hinds | (601)978-2399 | (601)956-4264 |
| [Kosciusko](http://domintranet/Inetpub/wwwroot/Images/RO/KosciuskoRoMap.gif) | 160 Hwy 12 West, Kosciusko, MS 39090 | Attala, Choctaw, Leake | (662)289-4477 | (662)289-9420 |
| [Laurel](http://domintranet/Inetpub/wwwroot/Images/RO/LaurelRoMap.gif) | 1100 Hillcrest Drive, Laurel, MS 39440-4731 | Greene, Jones, Wayne | (601)425-3175 | (601)425-9441 |
| [McComb](http://domintranet/Inetpub/wwwroot/Images/RO/McCombRoMap.gif) | 301 Apache Drive, McComb, MS 39648-6309 | Amite, Pike, Walthall | (601)249-2071 | (601)249-4629 |
| [Meridian](http://domintranet/Inetpub/wwwroot/Images/RO/MeridianRoMap.gif) | 3848 Old Hwy. 45 North, Meridian, MS 39301-1517 | Clarke, Lauderdale | (601)483-9944 | (601)486-2988 |
| [Natchez](http://domintranet/Inetpub/wwwroot/Images/RO/NatchezRoMap.gif) | 103 State Street, Natchez, MS 39120-3468 | Adams, Franklin, Jefferson, Wilkinson | (601)445-4971 | (601)442-0571 |
| [New Albany](http://domintranet/Inetpub/wwwroot/Images/RO/NewAlbanyRO.gif) | 850 Denmill Road, New Albany, MS 38652 | Pontotoc, Tippah, Union | (662)534-0441 | (662)534-7196 |
| [Newton](http://domintranet/Inetpub/wwwroot/Images/RO/NewtonRoMap.jpg%22%20%5Ct%20%22_blank) | 9423 Eastside Drive Ext., Newton, MS 39345-8063 | Jasper, Newton, Scott | (601)635-5205 | (601)635-5213 |
| [Oxford](http://domintranet/Inetpub/wwwroot/Images/RO/NewtonRoMap.jpg%22%20%5Ct%20%22_blank) | 204-1 Colonnade Cove, Oxford, MS 38655 | Lafayette, Marshall | (662)371-1365 | (662)371-1372 |
| [Pascagoula](http://domintranet/Inetpub/wwwroot/Images/RO/PascagoulaRoMap.gif) | 1702 Denny Avenue, Pascagoula, MS 39567-2416 | George, Jackson | (228)762-9591 | (228)762-7309 |
| [Philadelphia](http://domintranet/Inetpub/wwwroot/Images/RO/PhiladelphiaRoMap.gif) | 340 West Main Street, Philadelphia, MS 39350-2348 | Kemper, Neshoba, Noxubee, Winston | (601)656-3131 | (601)656-7950 |
| [Picayune](http://domintranet/Inetpub/wwwroot/Images/RO/PicayuneRomap.gif) | 1845 Cooper Road, Picayune, MS 39466-2845 | Hancock, Pearl River, Stone | (601)798-0831 | (601)798-6753 |
| [Senatobia](http://domintranet/Inetpub/wwwroot/Images/RO/SenatobiaROmap.gif) | 2776 Highway 51 South, Senatobia, MS 38668-9403 | DeSoto, Panola, Tate | (662)562-0147 | (662)562-7897 |
| [Starkville](http://domintranet/Inetpub/wwwroot/Images/RO/StarkvilleRoMap.gif) | 313 Industrial Park Road, Starkville, MS 39759-3993 | Chickasaw, Clay, Oktibbeha, Webster | (662)323-3688 | (662)324-1872 |
| [Tupelo](http://domintranet/Inetpub/wwwroot/Images/RO/TupeloRo.jpg) | 1742 McCullough Blvd., Tupelo, MS 38801-7101 | Itawamba, Lee | (662)844-5304 | (662)840-9941 |
| [Vicksburg](http://domintranet/Inetpub/wwwroot/Images/RO/VicksburgRoMap.gif) | 3401 Halls Ferry Rd, Suite 1, Vicksburg MS 39180 | Claiborne, Issaquena, Sharkey, Warren | (601)638-6137 | (601)638-7186 |
| [Yazoo City](http://www.medicaid.ms.gov/Images/RegionalOffices/YazooROmap.gif) | 110 N. Jerry Clower Blvd., Suite A, Yazoo City, MS 39194-8669 | Holmes, Humphreys, Yazoo | (662)746-2309 | (662)746-2645 |

**ATTENTION:** If you speak another language, assistance services, free of charge, are available to you. Call 1-800-421-2408 (Deaf and Hard of Hearing VP: 1-228-206-6062).

**Spanish |** ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-800-421-2408 (Deaf and Hard of Hearing VP: 1-228-206-6062)

 ***PBR 022823***