

## Referrals to Medicaid and Hawki

### Policy

**USDA Federal Regulations:** 246.7(a) To lend administrative efficiency and participant convenience to the certification process, whenever possible, Program intake procedures shall be combined with intake procedures for other health programs or services administered by the State and local agencies. Such merging may include verification procedures, certification interviews, and income computations. Local agencies shall maintain and make available for distribution to all pregnant, postpartum, and breastfeeding women and to parents or caretakers of infants and children applying for and participating in the Program a list of local resources for drug and other harmful substance abuse counseling and treatment.

246.7(b) Program referral and access. State and local agencies shall provide WIC Program applicants and participants or their designated proxies with information on other health-related and public assistance programs, and when appropriate, shall refer applicants and participants to such programs.

(1) The State agency shall provide each local WIC agency with materials showing the maximum income limits, according to family size, applicable to pregnant women, infants, and children up to age 5 under the medical assistance program established under Title XIX of the Social Security Act (in this section, referred to as the “Medicaid Program”). The local agency shall, in turn, provide to adult individuals applying or reapplying for the WIC Program for themselves or on behalf of others, written information about the Medicaid Program. If such individuals are not currently participating in Medicaid but appear to have family income below the applicable maximum income limits for the program, the local agency shall also refer these individuals to Medicaid.

### Authority

7 CFR Part 246.7 (a)

7CFR Part 246.7 (b)(1)*excerpt*

### Procedures

All new WIC applicants, including those with an absence of six months or more must receive print information about the Medicaid Program, including their income guidelines. Local agencies will

- List the website to the HHS online application portal  
<https://hhsservices.iowa.gov/apspssp/ssp.portal> where participants can see if they will qualify based on their income on their own individual agency brochure or
- Have a different handout with information on how to check eligibility for the Medicaid program available to provide.

Adult individuals applying or reapplying for the WIC Program for themselves or on behalf of others who are not currently participating in Medicaid but appear to have family income below the applicable maximum income limits for the program, shall be referred to Medicaid either by providing:

- the online HHS benefits portal web address for applying online-  
<https://hhsservices.iowa.gov/apspssp/ssp.portal> or
- a copy of the printable application which can be found here-  
<https://dhs.iowa.gov/sites/default/files/470-5170.pdf>

Assurances must be in place that referrals are documented in the participant's record for all referrals.

WIC staff will follow up with the participant for all referrals documented in their record. The outcome of the follow up will be documented in the Follow-up drop down box on the Referrals-Participant or Referrals- Family panel.

## Best Practices

When talking about the Medicaid application remind **applicants**:

- They need to provide certain proofs such as proof of income with the application, and
- There is an 800 number or online help if they have questions when filling out the form.

Offer help completing the application as able or refer to appropriate resources if they have difficulty completing it.

Additional resources to share with participants can be found at

<https://hhs.iowa.gov/medicaid/plans-programs/hawki>