

Identity Eligibility

To be eligible for Rx Kids, applicants must be at least 18 years of age or older, or at least 16 with parent/legal guardian consent (more detailed below). There are no income requirements or work requirements to participate in Rx Kids.

Applicants are required to show proof of identity. Applicants will be asked to provide an image of their identity document, outlined below, as well as a selfie. **These documents can be captured during the application process; for faster verification, be sure to complete the application with a device capable of capturing photos nearby.**

Be sure to provide your full name (first and last) and your date of birth. Applications with initials for first and/or last names will NOT be accepted.

Donor regulations prevent us from distributing funds to anyone individuals with a history of terrorism, drug trafficking, or human rights abuses. As part of our enrollment process, all applicants must be checked against a list of international sanctioned parties. **This step is non-negotiable, and funds will not be released until sanctions screening has been completed.**

Any application suspected of being an imposter or untruthful will result in immediate rejection. If you are having trouble with identity documents, please reach out to our support team before applying.

Identity Documents

Supporting documentation must match your name and date of birth. Be accurate at this step - **if a discrepancy between your given information and your documents is discovered, your application will be rejected.**

Accepted Identity Documents	
Documents must show your name and your date of birth. Photo ID is preferred.	
Photo ID and Selfie Current or expired <1 year ago. <ul style="list-style-type: none">• Drivers license (or permit)• State/County ID• US/Non-United States Passport	Non Photo ID and Selfie <i>For your security, the use of Liveness is required for non-photo IDs.</i> <ul style="list-style-type: none">• Birth certificate• Affidavit of parentage

<ul style="list-style-type: none"> ● Military ID ● Native American tribal photo ID ● School ID with photo and date of birth (minors only) ● Green Card, Certificate of naturalization (form N-550 or N-570), or Certificate of US citizenship (form N-560 or N-561) 	
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<p>Unaccepted Documents</p> <p>The following documents CANNOT be used for identity verification. Submission of these documents will result in significant delays in the approval process and potential rejection.</p>	
<ul style="list-style-type: none"> ● Social Security Cards ● Prescription information ● Medical profiles 	<ul style="list-style-type: none"> ● MIBridges/Benefits Documents ● Voter Registration Cards ● Insurance Cards

Additional Identity Information

Name Changes

If you have used a different name in the past, please apply with your most current/preferred name. If this name does not match your documents, please provide a document to support a name change, like a marriage certificate, divorce paperwork, or similar.

Minors

Applicants must be at least 16 years of age or older to be eligible for Rx Kids. Minors will be asked to name their legal guardian during the application, and a consent form will be sent to the legal guardian after the application is submitted. If the legal guardian does not consent, then minors may not be enrolled in Rx Kids. Emancipated minors will be asked to show supporting documentation.

Minors are required to use the Liveness feature for identity documents. All contact information, payment information, and details must be in the intended recipient's name. Parents and legal guardians can be listed as secondary contacts.

Immigration Status

This program is open to all residents of participating Michigan communities, regardless of your legal immigration status. You will not be asked about your citizenship or immigration status in the application, and we do not document or store information regarding immigration status. Applying and

participating in Rx Kids is not a public charge and does not impact any pending or future change of status (i.e. applying for US Permanent Residency or citizenship in the future).

Case Workers & Helpers

If you are a case worker or a helper, **you may complete the application on behalf of someone else, but all given information must be for the intended recipient.** Please gather consent to support someone during the application process. Please do not provide your contact information in the application, as we will need to follow up with the intended recipient directly during both the application and enrollment process. If the intended recipient is unable to be contacted for whatever reason, please reach out to our help desk for additional support.

Residency Eligibility

Applicants must be able to show proof of current residence within a [participating Rx Kids community](#). During the application, applicants are asked to select which community they are applying for and must provide their address. To demonstrate residency, applicants must provide a minimum of two documents from the following lists.

- Two (2) documents from Category A
- One (1) document from Category A AND two (2) documents from Category B
- Four (4) documents from Category B

All documents must show your name, your address, and a date. Date guidelines are specific to the document type and are listed in the chart below. If any of the required information is missing from your document image, your application will NOT be accepted. *We do not accept handwritten documents of any kind.*

The address you provide must be where you reside; a mailing address that is separate from your residence will NOT be accepted. PO Boxes will NOT be accepted.

The review team may request additional documentation or may follow up with you for more information regardless of document submission type. Submission of additional documents does not guarantee enrollment in Rx Kids.

If your documents are in the name of a spouse, domestic partner, or parent/legal guardian, we require additional documentation to demonstrate a shared household. Please submit one of the following IN ADDITION TO your residency documents in your partner's name.

- Housing agreement where both parties are listed
- Benefits letter where household members are listed
- Affidavit of parentage that lists both parties at the same address (spouse/domestic partner only)
- Certificate of Marriage, civil union, or domestic partnership (spouse/domestic partner only)

Any document suspected of being altered or untruthful will result in immediate rejection. If you are having trouble finding the right documents, reach out to our support team for additional support and guidance before applying. *If you are unhoused, a minor, or are experiencing other barriers to finding the right documents,*

Residency Documents

Category A Residency Documents

All documents must show your name, address, and a date within the last 90 days.

Utility Bills & Statements

Must indicate coverage within past 90 days

The following utility documents are accepted:

- Electricity
- Gas/Heating
- Water
- Sewer
- Trash
- Septic Services
- Landline phone/Home Internet

Bank statements will NOT be accepted as Category A documents but can serve as Category B documents.

You may provide two different types of utility bills (i.e. an electric bill AND a water bill). Two documents of the same type will NOT be accepted (i.e. two electric bills from different months).

The entire statement or bill must be visible in your image, including the account number (if applicable).

Screenshots of portals or payment confirmation documents will NOT be accepted.

MDHHS Letters and Documents

Must be issued within the past 90 days

The following MDHHS documents are accepted:

- Healthcare Coverage Determination Notices
- Redetermination Notices
- Review Notices
- Notice of Case Actions
- Verification of Student Information Notices
- Summer EBT Issuance Notice
- Specialist Assignment Notice

Documents must indicate current coverage, review, or action. Current benefits must be visible.

MDHHS appointment letters will NOT be accepted.

Housing/Rental Documents

Must be issued within one year of application and unexpired

The following housing documents are accepted:

- Housing lease or rental agreement
- Mortgage or local property tax statements
- Property mortgage payment receipts
- Home/Renter Insurance

Month to month leases will NOT be accepted as a Category A document but can serve as a Category B document.

Screenshots of portals or payment confirmation documents will NOT be accepted.

Category B Residency Documents

All documents must show your name, address, and a date within the last 90 days.

Insurance Bill or Statement

Must be issued within the past 90 days.

The following insurance documents are accepted:

- Life
- Health
- Auto

You may provide two different types of insurance documents (i.e. auto insurance AND home insurance). Two documents of the same type will NOT be accepted (i.e. two auto insurance statements from different months)

Medical Bill or Statement

Must be issued within the past 90 days.

Patient profiles are NOT accepted.

You may provide two *different* medical bills or statements. Documents must reflect a different visit; multiple documents from one visit/exam will NOT be accepted.

Judicial Documents

Must be dated within the past 90 days.

The following judicial documents are accepted:

- Court order
- Jury summons

You may provide two judicial documents from different cases. Multiple documents issued on the same day about a single summons or order will NOT be accepted.

Rx Kids attestation letter from homeowner

Document must be signed within the past 90 days.

Document must be notarized with a notary public.

In addition to this letter, you must provide:

- An image of the homeowner's photo ID
- A Category A document in the homeowner's name (i.e. recent utility bill)

Attestation letters are subject to second validation at the review team's discretion. Ensure that all contact information is correct.

Form is available upon request.
Please reach out to our help desk to receive this letter.

Unaccepted Documents

The following documents **CANNOT** be used for residency verification. Submission of these documents will result in significant delays in the approval process and potential rejection.

- The outside of envelopes or packages
- Shipping labels and return slips
- Driver's licenses
- Change of address stickers
- Pharmaceutical documents, including prescriptions, receipts, and similar
- USPS change of address or mail forwarding notices
- Scans of mail from USPS
- Voter registration cards
- W2s, paystubs, or similar employment records and earning statements

Examples of Approved Residency Documents

The following are **EXAMPLES** of approved documents.

Scenario 1 - Two from Category A

- Lease/rental agreement for current year
- Electricity utility bill in spouse's name, issued within the past 90 days
 - Marriage certificate listing applicant and the spouse

Scenario 2 - One from Category A, Two from Category B

- MDHHS benefits letter, issued within the past 90 days
- Health insurance statement, issued within the past 90 days
- Notarized Rx Kids attestation letter from homeowner
 - Photo ID of homeowner
 - Utility Bill in homeowner's name, issued within past 90 days
 - Notarized attestation letter from homeowner

Scenario 3 - Four from Category B

- Renter insurance statement, issued within the past 90 days
- Hospital bill, issued within the past 90 days
- Court order issued within the past 90 days
- Postmarked mail showing name, address, and the postmark date. Issued within the past 90 days.

Additional Residency Information

Unhoused or Housing Unstable

If you are unhoused or do not have a permanent residence, you may still be eligible to participate in Rx Kids. The following paths are available to you:

1. **Attestation letter from a local shelter or service provider**
 - a. If you receive services from a local shelter or similar, you may ask them to complete a verification letter (available upon request). You also have the option of asking the shelter to write their own letter on organization letterhead. If the shelter is at capacity, you can ask them to write a letter indicating that they are at capacity but still attest to your unhoused status.
 - b. If a local shelter or service is paying for your accommodations in a hotel or similar, you will still need a verification letter from the organization supporting you.
 - c. This document will be verified with follow up with the signing party. Be sure to sign and submit the consent for verification form alongside your verification letter (available upon request).
2. **HMIS Shelter Entry/Exit Reports**
 - a. Rx Kids accepts official records from the Homeless Management Information System managed by the U.S. Department of Housing and Urban Development (HUD).
 - b. Reach out to your last known shelter location to request this document from their staff.
3. **McKinney-Vento Residency Verification Statement or Letter**
 - a. If you have school-aged children under McKinney-Vento protections, you can reach out to your school counselor or McKinney Vento representative for a statement or other proof of participation.
 - b. This document will be verified with a school liaison. Be sure to sign and submit the consent for verification form with your McKinney-Vento letter (available upon request).

Forms are available upon request. Please reach out to our help desk at support@rxkids.zendesk.com to receive the required forms.

Minors

If you are a minor/under the age of 18, you may provide:

1. **School enrollment document**
 - a. Document must show an in-bounds address and must indicate current enrollment/enrollment within the past 90 days if you have recently graduated
2. **McKinney-Vento residency verification statement or letter**
 - a. If you are enrolled in school with McKinney-Vento protections, you can reach out to your school counselor or McKinney Vento representative for a statement or other proof of participation.

- b. This document will be verified with a school liaison. Be sure to sign and submit the consent for verification form with your McKinney-Vento letter.
3. **Documents from the above charts in legal guardian's name PLUS demonstration of shared household**
- a. The above criteria surrounding minimum document requirements apply.
 - b. A document that demonstrates shared housing is required. Examples include: tenants on a rental agreement, insurance or benefits indicating shared coverage and household, etc. Documents must be current and must follow the listed date guidelines above.

Temporary Residency

See the following for other temporary residency guidelines

1. **Long term hotel accommodations**
 - a. Applicants may supply a receipt that shows them staying at the hotel for at least **10 consecutive days**. These receipts must be dated from within the past 30 days to verify residency in the participating community.
2. **Student Housing**
 - a. Applicants may supply proof of assignment within student housing alongside proof of current enrollment in an academic/trade program. The housing assignment must be for a period longer than 90 days to meet the eligibility requirements for Rx Kids.
3. **Recovery Centers**
 - a. Extended stays at recovery or rehabilitation centers do NOT meet the eligibility requirements for Rx Kids.
 - b. Case workers and recovery center personnel may complete a verification letter on behalf of any unhoused clients.

Forms are available upon request. Please reach out to our help desk at support@rxkids.zendesk.com to receive the required forms.

Out of Bounds Residency

If the address on your application does not fall within the boundaries of our participating communities, your application will be rejected. Even if the city name appears in your postal address, you may not reside within official city limits. [Resources and tools](#) are available to confirm your address and residency eligibility; be sure to check whether or not your address is in bounds before you apply.

If you are rejected due to an out of bounds address, you are welcome to start a new application with a new address. The residency documents on your new application must be more recent than the ones from your original application. Our review team looks at an entire application history to determine eligibility and may seek additional information about your change in residency. **If your strongest, most recent documents point to an out of bounds address, you may not qualify for Rx Kids even if you use an in bounds address.**

Pregnancy/Guardianship Eligibility

Eligibility for Rx Kids differs depending on whether the applicant is pregnant or if the infant has already been born.

- Prenatal: eligibility begins at 16 weeks gestational age and continues until the baby is born
- Postnatal: eligibility begins when the baby is born until the baby reaches 6 months of age, calculated from the day they were born

Any legal guardian can apply for Rx Kids, even if they are not the birthing parent. However, only birthing parents are eligible for prenatal payments.

Prenatal Eligibility Guidelines

During the application, applicants will be asked to report how far along they are in their pregnancy and to provide their due date. In order to qualify for the prenatal payment, applicants must be at least 16 weeks pregnant at time of application with a due date in the future.

Applicants who submit their application after their baby has been born are not eligible for prenatal payments. If the applicant applies while pregnant but does not demonstrate eligibility in a timely fashion (30 days from submission), their application will be rejected, and prenatal payments may be forfeited. In special circumstances, the review team is happy to work with applicants to extend this timeframe. Reach out to the support team for additional information.

Postnatal & Guardianship Eligibility Guidelines

During the application, applicants will be asked to give their baby's date of birth and name. The date of birth must be a date in the past and must not be more than 6 months prior.

Every [participating community has a start date](#), which coincides with the launch of the program within the community. Babies born before the cut off date are not eligible to participate in Rx Kids, regardless of their age.

Applicants are encouraged to fill out an infant birth form as soon as possible. Rx Kids is unable to issue back payments for any payments missed due to a late infant birth submission.

Non-birthing parents or guardians are eligible to receive postnatal payments. Guardian applicants may be asked to provide additional information and documentation, including consent from the birthing parent. If the birthing parent is unable to provide consent, the review team will need to gather additional information.

Additional information for special populations (prenatal, postnatal, and guardians) can be found below.

Pregnancy/Guardianship Document Requirements

Applicants are required to show proof of pregnancy or guardianship of a qualifying infant. Prenatal documents must show the applicant's name, the date of the doctor's visit, and a gestational age of at least 16 weeks. If the document was issued before the applicant reached 16 weeks gestational age, then the document will NOT be accepted, regardless of how far along the applicant is at time of submission.

Postnatal documents must show the applicant's name, the baby's date of birth, and the baby's full name. Documents should be medical or legal in origin; informal birth documents will NOT be accepted.

Guardianship documents must show the applicant's name, the baby's date of birth, and the baby's full name. The relationship between the applicant and the baby must be apparent within the document.

Any application suspected of using or providing altered or untruthful prenatal, postnatal, or guardianship documents will be automatically rejected.

Accepted Pregnancy Documents

Documents must show your name, date of exam, and must demonstrate a gestational age of at least 16 weeks at time of issue.

- After visit summary from medical provider showing all required information
- An ultrasound photo showing all required information
- Fetal anatomy study results

Unaccepted Pregnancy Documents

The following documents CANNOT be used for pregnancy verification. Submission of these documents will result in significant delays in the approval process and potential rejection.

- Provider letters
- Over the counter pregnancy tests
- Maternity photos
- Images from exam room, including any monitors
- Documents missing required information

Infant Birth Documents

Documents must show your name, your baby's name, and your baby's date of birth.

Postnatal

- Hospital Verification of Birth
- Certificate of live birth
- Birth certificate
- Affidavit of parentage

Guardianship

- Adoption papers establishing custody/guardianship
- Court papers establishing custody/guardianship
- Benefits form listing both recipient and the infant
- Insurance plan listing both recipient and the infant

Unaccepted Infant Birth Documents

The following documents CANNOT be used for infant verification. Submission of these documents will result in significant delays in the approval process and potential rejection.

- Images taken in the exam or delivery room, including any monitors
- Birth announcements
- Crib Sheets
- Anything missing the applicant and baby's full, legal names

Additional Pregnancy/Guardianship Information

Premature Births

Nudges to report your baby's birth will be automatically sent to you starting approximately one month before your reported due date. If you give birth earlier, or if you need to request the infant birth form for any reason, please reach out to our help desk. We will send you a secure link to upload your documents and report your baby's birth.

Twins/Multiples

For multiples (twins, triplets, etc), recipients are eligible to receive postnatal payments for each qualifying infant. For example, a parent with twins would receive \$1000/month instead of the normal \$500. The prenatal payment is only issued one time and will not be multiplied.

Rx Kids requires infant birth documentation for each child.

Non-Birthing Parents/Fathers

Rx Kids is inclusive of all caretakers, regardless of their birthing status. Fathers and other non-birthing parents/guardians are ineligible for prenatal payments, but they are eligible for postnatal payments.

Additional documentation and follow up may be required for non-birthing parents/guardians. Non-birthing parents/guardians should be able to provide:

- The photo ID of the birthing parent
- The contact information of the birthing parent
- Proof of shared household with the infant (benefits letter, insurance plan, etc)
- The consent of the birthing parent/defensible reason for why the birthing parent cannot give consent.

We encourage non-birthing parents/guardians to reach out to our support team at support@rxkids.zendesk.com prior to applying in order to receive additional support during the application process.

Custody Changes Post Approval

In the event that custody of an infant changes after postnatal enrollment, payments can be issued to whomever has taken legal custody of the infant. Please reach out to our support team to report a custody change. Additional documentation may be required; our team will work closely with you to help you navigate the process.

In the event that custody returns to the original recipient, payments will also return to the original recipient.

State Appointed Foster Parents

State appointed foster parents are ineligible for Rx Kids.

Miscarriage/Infant Loss

If you experience a miscarriage or infant loss after being approved for the Rx Kids program, please reach out to our support team as soon as possible. Our team may ask for additional information or documentation. We will then work to connect you with additional resources and ensure you feel supported during this time.