



Date \_\_\_\_\_

Dear Parent or Guardian:

Your child, \_\_\_\_\_, has been determined to meet medical  
(Name of child/adolescent)

necessity criteria for services in a residential treatment facility. You have chosen

\_\_\_\_\_ to provide these services to your child.  
(Name of Provider)

Since your child is Medicaid eligible, Medicaid will cover the treatment cost of these services. However, Medicaid does not cover the cost of room and board. That cost is your responsibility as the child's parent/guardian. There may be other federal or state funding available to assist you with these costs.

In order to pursue these alternative funding sources, you must take the following action:

1. Make application for federal Supplemental Security Income (SSI) on your child's behalf.

\_\_\_\_\_, the agency which serves as your child's "clinical  
(Name of Community Support Agency)

home" for mental health services can assist you with this process. A copy of the application should be given to the residential provider.

2. If SSI is approved, those payments must be remitted to the residential provider to cover the cost of room and board.
3. If SSI is not approved at the first level, you must appeal the denial through the first level appeal. Again, if SSI is approved at that level, you must remit those payments to the residential provider.
4. If SSI is not approved after the first appeal, you may be eligible for state funding to assist with the room and board costs. If you are also eligible for Medicaid, make a copy of your Medicaid card and submit it to the residential provider. This will verify that you meet the income requirements for state funded room and board payments. If your child is Medicaid eligible but you are not, and your family income is below 200% of poverty, you may still qualify for state funding to pay room and board. You must submit copies of pay stubs to the provider to verify your family income.

Please contact Durham Center Child Specialist (919-560-7100) if you have any questions.  
(LME Representative) (Phone #)