

1 **8.904 PROVISIONS APPLICABLE TO CLIENTS**

2 A. Overview of Requirements

3 In order to qualify to receive discounted health care services under available CICP funds,  
4 an applicant shall satisfy the following requirements:

- 5 1. Execute an affidavit regarding citizenship status;
- 6 2. Be lawfully present in the United States;
- 7 3. Be a resident of Colorado;
- 8 4. Meet all CICP eligibility requirements as defined by state law and procedures;  
9 and
- 10 5. Furnish a social security number (SSN) or evidence that an application for a SSN  
11 has been submitted, where required by 10 C.C.R. 2505-10, Section 8.904.E  
12 (2007.)

13 B. Affidavit

14 1. Each first-time applicant, or applicant seeking to reapply, eighteen (18) years of  
15 age or older shall execute an affidavit stating:

- 16 a. That he or she is a United States citizen, or
- 17 b. That he or she is a legal permanent resident, or is otherwise lawfully  
18 present in the United States pursuant to federal law.

19 2. For an applicant who has executed an affidavit stating that he or she is lawfully  
20 present in the United States but is not a United States citizen, the provider shall,  
21 within 30 days of the application date, verify lawful presence through the Federal  
22 Systematic Alien Verification of Entitlement Program operated by the United  
23 States Department of Homeland Security or a successor program designated by  
24 the United States Department of Homeland Security. Until verification of lawful  
25 presence is made, the affidavit may be presumed to be proof of lawful presence.

26 C. Establishing Lawful Presence

27 1. Each first-time applicant, or applicant seeking to reapply, eighteen (18) years of  
28 age or older shall be considered lawfully present in the country if they produce a  
29 document or waiver in accordance with 1 CCR 204-30 Rule 5 (effective August  
30 30, 2016), which is hereby incorporated by reference. This incorporation of 1  
31 CCR 204-30 Rule 5 excludes later amendments to, or editions of, the referenced  
32 material. Pursuant to § 24-4-103 (12.5), C.R.S., the Department maintains copies  
33 of this incorporated text in its entirety, available for public inspection during  
34 regular business hours at: Colorado Department of Health Care Policy and  
35 Financing, 1570 Grant Street, Denver, Colorado 80203. Certified copies of  
36 incorporated materials are provided at cost upon request. one of the following.  
37 Any document submitted pursuant to 8.904.C.1 shall be presumed to be genuine  
38 unless there is a reasonable basis for questioning the authenticity of the  
39 document.

- 1 a. ~~A valid Colorado Driver's License or a Colorado Identification Card, issued~~  
2 ~~pursuant to Article 2 of Title 42, C.R.S. A valid Colorado Driver's License or~~  
3 ~~Identification Card includes only a current Driver's License, Minor Driver's~~  
4 ~~License, Probationary Driver's License, Commercial Driver's License, Restricted~~  
5 ~~Driver's License, Instruction Permit or Identification Card.~~
- 6 b. ~~A United States Military Identification Card or a Military Dependents' Identification~~  
7 ~~Card;~~
- 8 c. ~~A United States Coast Guard Merchant Mariner Card;~~
- 9 d. ~~A Native American Tribal Document; OR~~
- 10 e. ~~A driver's license or state-issued identification card issued in a state approved by~~  
11 ~~the Director, Motor Vehicle Division, Department of Revenue.~~
- 12 2. ~~If an applicant is unable to provide a document listed in 8.904.C.1, then he/she~~  
13 ~~must provide a document listed in 8.904.C.2. Any document submitted pursuant~~  
14 ~~to 8.904.C.2 shall be presumed to be genuine unless there is a reasonable basis~~  
15 ~~for questioning the authenticity of the document.~~
- 16 a. ~~Documents applicable to U.S. citizens and non-citizen nationals~~
- 17 I. ~~Copy of applicant's birth certificate from any state, the District of Columbia and all~~  
18 ~~United States territories.~~
- 19 II. ~~United States Passports, except for "limited" passports issued for less than five~~  
20 ~~years.~~
- 21 III. ~~Report of Birth Abroad of a United States Citizen, form FS-20.~~
- 22 IV. ~~Certificate of Birth issued by a foreign service post (FS-545) or Certification of~~  
23 ~~Report of Birth (DS-1350).~~
- 24 V. ~~Certification of Naturalization (N-550 or N-570).~~
- 25 VI. ~~Certificate of Citizenship (N-560 or N-561).~~
- 26 VII. ~~U. S. Citizen Identification Card (I-97).~~
- 27 VIII. ~~Northern Mariana Identification Card for an applicant born prior to November 3,~~  
28 ~~1986.~~
- 29 IX. ~~Statement provided by a U.S. consular officer certifying that the individual is a~~  
30 ~~U.S. citizen.~~
- 31 X. ~~American Indian Card with classification code "KIC" and a statement on the back~~  
32 ~~identifying U.S. Citizen members of the Texas Band of Kickapoos.~~
- 33 XI. ~~Religious records recorded in one of the fifty states, the District of Columbia or~~  
34 ~~U.S. territories issued within three months after birth showing that the birth~~  
35 ~~occurred in such jurisdiction and the date of the birth or the individual's age at the~~  
36 ~~time the record was made.~~

- 1 ~~XII. Evidence of civil service employment by the U.S. government before June 1,~~  
2 ~~1976.~~
- 3 ~~XIII. Early school records showing the date of admission to the school, the child's date~~  
4 ~~and place of birth and the names' and places of birth of the parents;~~
- 5 ~~XIV. Census record showing name, U.S. citizenship or a U.S. place of birth or age of~~  
6 ~~applicant;~~
- 7 ~~XV. Adoption Finalization Papers showing the child's name and place of birth in one~~  
8 ~~of the 50 states, D.C., or U.S. territories or where the adoption is not finalized~~  
9 ~~and the State or other jurisdiction listed above in which the child was born will not~~  
10 ~~release a birth certificate prior to final adoption, a statement from a state-~~  
11 ~~approved adoption agency showing the child's name and place of birth in one of~~  
12 ~~such jurisdictions. The source of the information must be an original birth~~  
13 ~~certificate and must be indicated in the statement; or~~
- 14 ~~XVI. Any other document that establishes a U.S. place of birth or in some way~~  
15 ~~indicates U.S. citizenship.~~
- 16 ~~XVII. A written declaration, which shall be either:~~
- 17 ~~a) A written declaration from one or more third parties made under penalty of~~  
18 ~~perjury and possibly subject to later verification of status, indicating a reasonable~~  
19 ~~basis for personal knowledge that the applicant is a U.S. citizen or non-citizen~~  
20 ~~national; or~~
- 21 ~~b) The applicant's written declaration, made under penalty of perjury and possibly~~  
22 ~~subject to later verification of status that he or she is a U.S. citizen or non-citizen~~  
23 ~~national.~~
- 24 ~~XVIII. The following documents may be accepted as evidence of U.S. citizenship for~~  
25 ~~collectively naturalized individuals:~~
- 26 ~~a) Puerto Rico~~
- 27 ~~1) Evidence of birth in PR on or after April 11, 1899 and the applicants' statement~~  
28 ~~that he or she was residing in the U.S., a U.S. possession, or PR on January 13,~~  
29 ~~1941; or~~
- 30 ~~2) Evidence that the applicant was a PR citizen and the applicant's statement that~~  
31 ~~he or she was residing in PR on March 1, 1917 and that he or she did not take an~~  
32 ~~oath of allegiance to Spain.~~
- 33 ~~b) U.S. Virgin Islands~~
- 34 ~~1) Evidence of birth in the U.S. Virgin Islands (VI) and the applicant's statement of~~  
35 ~~residence in the U.S., a U.S. possession, or the U.S. VI on February 25, 1927; or~~
- 36 ~~2) The applicant's statement indicating residence in the U.S. VI as a Danish citizen~~  
37 ~~on January 17, 1917 and that he or she did not make a declaration to maintain~~  
38 ~~Danish citizenship; or~~

- 1 ~~3) Evidence of birth in the U.S. VI and the applicant's statement indicating~~  
2 ~~residence in the U.S., U.S. Possession or Territory or the Canal Zone on June~~  
3 ~~28, 1932.~~
- 4 ~~c) Northern Mariana Islands (NMI) (formerly part of the Trust Territory of the Pacific~~  
5 ~~Islands (TTPI)~~
- 6 ~~1) Evidence of birth in NMI, TTPI citizenship and residence in the NMI, the U.S., or~~  
7 ~~a U.S. territory or possession on November 3, 1986 (NMI local time) and the~~  
8 ~~applicant's statement that he or she did not owe allegiance to a foreign state on~~  
9 ~~November 4, 1986 (NMI local time); or~~
- 10 ~~2) Evidence of TTPI citizenship in the NMI since before November 3, 1981 (NMI~~  
11 ~~local time), voter registration prior to January 1, 1975 and the applicant's~~  
12 ~~statement that he or she did owe allegiance to a foreign state on November 4,~~  
13 ~~1986 (NMI local time); or~~
- 14 ~~3) Evidence of continuous domicile in the NMI since before January 1, 1974 and the~~  
15 ~~applicant's statement that he or she did not owe allegiance to a foreign state on~~  
16 ~~November 4, 1986 (NMI local time).~~
- 17 ~~XIX. Derivative U.S. Citizenship may be determined as follows:~~
- 18 ~~a) Applicant born abroad to two U.S. citizens:~~
- 19 ~~1) The applicant shall present evidence of U.S. citizenship of the parents and the~~  
20 ~~relationship of the applicant to the parents, and the evidence that at least one~~  
21 ~~parent resided in the U.S. or an outlying possession prior to the applicant's birth.~~
- 22 ~~b) Applicant born abroad to a U.S. citizen parent and a U.S. non-citizen national~~  
23 ~~parent:~~
- 24 ~~1) The applicant shall present evidence that one parent is a U.S. citizen and the~~  
25 ~~other is a U.S. non-citizen national, evidence of the relationship of the applicant~~  
26 ~~to the U.S. citizen parent and the evidence the U.S. citizen parent resided in the~~  
27 ~~U.S., a U.S. possession, American Samoa or Swain's Island for a period of at~~  
28 ~~least one year prior to the applicant's birth.~~
- 29 ~~c) Applicant born out of wedlock abroad to a U.S. citizen mother:~~
- 30 ~~1) The applicant shall present evidence of U.S. citizenship of the mother, evidence~~  
31 ~~of the relationship to the applicant and, for births on or before December 24,~~  
32 ~~1952, evidence that the mother resided in the U.S. prior to the applicant's birth~~  
33 ~~or, for births after December 24, 1952, evidence that the mother had resided,~~  
34 ~~prior to the child's birth, in the U.S. or a U.S. possession for a period of one year.~~
- 35 ~~d) Applicant born in the Canal Zone or the Republic of Panama:~~
- 36 ~~1) The applicant shall present a birth certificate showing birth in the Canal Zone on~~  
37 ~~or after February 26, 1904 and before October 1, 1979 and evidence that one~~  
38 ~~parent was a U.S. citizen at the time of the applicant's birth; or~~
- 39 ~~2) A birth certificate showing birth in the Republic of Panama on or after February~~  
40 ~~26, 1904 and before October 1, 1979 and evidence that at least one parent was~~

1 a U.S. citizen and employed by the U.S. government or the Panama Railroad  
2 Company or its successor in title.

3 ~~e) All other situations where an applicant claims to have a U.S. citizen parent and  
4 an alien parent, or claims to fall within one of the above categories but is unable  
5 to present the listed documentation:~~

6 ~~1) If the applicant is in the U.S., refer him or her to the local Department of  
7 Homeland Security (formerly known as the Immigration and Naturalization  
8 Service, or INS) office for determination of U.S. citizenship; or~~

9 ~~2) If the applicant is outside the U.S., refer him or her to the State Department  
10 consular office for a U.S. citizenship determination.~~

11 ~~XX. Adoption of foreign born child by U.S. citizen:~~

12 ~~a) If the birth certificate shows a foreign place of birth and the applicant cannot be  
13 determined to be a naturalized citizen under any of the above criteria, refer the  
14 applicant to the local Department of Homeland Security office for a determination  
15 of U.S. citizenship.~~

16 ~~XXI. U.S. citizenship by marriage:~~

17 ~~a) The applicant shall present evidence that she was married to a U.S. citizen  
18 before September 22, 1922, or~~

19 ~~b) If the husband was an alien at the time of their marriage, that the husband  
20 became a U.S. citizen before September 22, 1922.~~

21 ~~c) If the marriage was later terminated, the woman shall demonstrate that she  
22 resided in the U.S. at the time it was terminated and that she has continued to  
23 reside in the U.S.~~

24 ~~b. Documents applicable to non-U.S. citizens~~

25 ~~I. Alien lawfully admitted for permanent residence~~

26 ~~a) Department of Homeland Security Form I-551, Alien Registration Receipt Card,  
27 commonly called or known as a "green card"; or~~

28 ~~b) Unexpired Temporary I-551 Stamp in foreign passport or on Department of  
29 Homeland Security Form I-94.~~

30 ~~II. Asylee~~

31 ~~a) Department of Homeland Security Form I-94 annotated with stamp showing grant  
32 of asylum under section 208 of the Immigration and Nationality Act (INA); or~~

33 ~~b) Department of Homeland Security Form I-688B (Employment Authorization Card)  
34 annotated "274a.12(a)(5)"; or~~

35 ~~c) Department of Homeland Security Form I-776 (Employment Authorization  
36 Document) annotated "A5"; or~~

1 ~~d) Grant Letter from the Asylum Office or U.S.C.I.S.~~

2 ~~III. Refugee~~

3 ~~a) Department of Homeland Security Form I-94 annotated with stamp showing~~  
4 ~~admission under Section 207 of the INA; or~~

5 ~~b) Department of Homeland Security Form I-688B (Employment Authorization Card)~~  
6 ~~annotated "274a.12(a)(3)"; or~~

7 ~~c) Department of Homeland Security Form I-766 (Employment Authorization~~  
8 ~~Document) annotated "A3"; or~~

9 ~~d) Department of Homeland Security Form I-571 (Refugee Travel Document); or~~

10 ~~e) I-765 Employment Authorization Document; or~~

11 ~~f) Grant letter from the U.S. Department of Health and Human Services granting~~  
12 ~~refugee status to human trafficking victims.~~

13 ~~IV. Alien paroled into the U.S. for a least one year~~

14 ~~a) Department of Homeland Security Form I-94 with stamp showing admission for~~  
15 ~~at least one year under Section 212(d)(5) of the INA. (Applicant cannot~~  
16 ~~aggregate periods of admission for less than one year to meet the one-year~~  
17 ~~requirement).~~

18 ~~V. Alien whose deportation or removal was withheld~~

19 ~~a) Department of Homeland Security Form I-688B (Employment Authorization Card)~~  
20 ~~annotated "274a.12(a)(10)"; or~~

21 ~~b) Department of Homeland Security Form I-766 Employment Authorization~~  
22 ~~Document annotated "A10"; or~~

23 ~~c) Order from an immigration Judge showing deportation withheld under Section~~  
24 ~~243(h) of the INA as in effect prior to April 1, 1997, or removal withheld under~~  
25 ~~Section 241(b)(3) of the INA.~~

26 ~~VI. Alien granted conditional entry~~

27 ~~a) Department of Homeland Security Form I-94 with stamp showing admission~~  
28 ~~under Section 203(a)(7) of the INA; or~~

29 ~~b) Department of Homeland Security Form I-688B (Employment Authorization Card)~~  
30 ~~annotated "A3"; or~~

31 ~~c) Department of Homeland Security Form I-766 (Employment Authorization~~  
32 ~~Document) annotated "A3".~~

33 ~~VII. Cuban / Haitian entrant~~

34 ~~a) Department of Homeland Security Form I-551, Alien Registration Receipt Card,~~  
35 ~~commonly known as the "Green Card" with the code CU6, CU7, or CH6; or~~

1 ~~b) Unexpired temporary I-551 stamp in foreign passport or on Department of~~  
2 ~~Homeland Security Form I-94 with the code CU6, CU7, or CH6; or~~

3 ~~c) Department of Homeland Security Form I-94 with stamp showing parole as~~  
4 ~~"Cuba/Haitian Entrant" under Section 212(d)(5) of the INA.~~

5 ~~VIII. Alien who has been battered or subjected to extreme cruelty~~

6 ~~a) See Attachment 5, Exhibit B, at U.S. Attorney General Order No. 2129-97. The~~  
7 ~~documentation for Violence Against Women Act self-petitioners is the~~  
8 ~~Department of Homeland Security issued "Notice of Prima Facie Determination"~~  
9 ~~or "Notice of Approval".~~

10 ~~3. If an individual is unable to present any of the documents listed in 8.904.C.1 and~~  
11 ~~8.904.C.2 the provider may accept a waiver. A first time applicant or applicant~~  
12 ~~seeking to reapply may demonstrate lawful presence by executing both the~~  
13 ~~affidavit required in 8.904.B. and by executing a Request for Waiver. The~~  
14 ~~Request for Waiver form, seeking a determination of lawful presence by the~~  
15 ~~Department of Revenue, may be completed by the applicant or the applicant's~~  
16 ~~representative. The Request for Waiver must be accompanied by all documents~~  
17 ~~that the applicant is able to produce to assist in verification of lawful presence.~~

18 ~~42.~~ Submission, Receipt and Retention of Documentation

19 a. Lawful presence documentation may be accepted from the applicant, the  
20 applicant's spouse, parent, guardian, or authorized representative in person, by  
21 mail, or facsimile.

22 b. Providers shall develop procedures for handling original documents to ensure  
23 that the documents are not lost, damaged or destroyed. Providers shall develop  
24 and follow procedures for returning or mailing original documents to applicants  
25 within five business days of receipt.

26 c. Providers shall accept copies of an applicant's lawful presence documentation  
27 that have been verified by other CICP providers, Medical Assistance sites,  
28 county departments of social services, or any other entity designated by the  
29 Department of Health Care Policy and Financing through an agency letter,  
30 provided that the verification identifies that the copy is from an original and that  
31 the individual who reviewed the document(s) signifies such by including their  
32 name, organization, address, telephone number and signature on the copy.

33 d. The qualified health care provider shall retain photocopies of the affidavit and  
34 lawful presence documentation ~~listed in 8.904.C~~ with the application.

35 ~~53.~~ Expired or absent documentation for non-U.S. citizens

36 a. If an applicant presents expired documents or is unable to present any  
37 documentation evidencing his or her immigration status, refer the applicant to the  
38 local Department of Homeland Security office to obtain documentation of status.

39 b. In unusual circumstances involving applicants who are hospitalized or medically  
40 disabled or who can otherwise show good cause for their inability to present  
41 documentation and for whom securing such documentation would constitute  
42 undue hardship, if the applicant can provide an alien registration number, the

1 provider may file U.S.C.I.S. Form G-845 and Supplement, along with the alien  
2 registration and a copy of any expired Department of Homeland Security  
3 document, with the local Department of Homeland Security office to verify status.

4 c. If an applicant presents a receipt indicating that he or she has applied to the  
5 Department of Homeland Security for a replacement document ~~for one of the~~  
6 ~~documents listed in 8.904.2.b~~, file U.S.C.I.S. Form G-845 and Supplement with a  
7 copy of the receipt with the local Department of Homeland Security office to  
8 verify status.

9 64. The provider shall not discriminate against applicants on the basis of race,  
10 national origin, gender, religion, age or disability. If an applicant has a disability  
11 that limits the applicant's ability to provide the required evidence of citizenship or  
12 lawful presence, the provider shall assist the individual to obtain the required  
13 evidence.

14 a. Examples of reasonable assistance that may be expected include, but are not  
15 limited to, providing contact information for the appropriate agencies that issue  
16 required documents; explaining the documentation requirements and how the  
17 applicant may provide the required documentation; or referring the client to other  
18 agencies or organizations which may be able to provide assistance.

19 b. Examples of additional assistance that shall be provided to applicants who are  
20 unable to comply with the documentation requirements due to physical or mental  
21 impairments or homelessness and who do not have a guardian or representative  
22 who can provide assistance include, but are not limited to, contacting any known  
23 family members who may have the required documentation; contacting any  
24 known health care providers who may have the required documentation; or  
25 contacting other social services agencies or organizations that are known to have  
26 provided assistance to the applicant.

27 c. The provider shall not be required to pay for the cost of obtaining required  
28 documentation.

29 d. The provider shall document its efforts of providing additional assistance to the  
30 client. Documentation of such shall be retained in the applicant's application file.

31