



Illinois Department of Children & Family Services

Date: _____

RE: Adoption Assistance/Subsidized Guardianship

Child: _____

Child ID #: _____

Social Security #: _____ - _____ - _____

Dear _____,

Welcome to the Adoption Assistance/Subsidized Guardianship program. Your child's subsidy is effective as of _____.

If you are receiving adoption assistance, enclosed is a temporary Medicaid Card for your child. Please use this card until you receive a permanent Medicaid Card from the Illinois Department of Public Aid. This card will be issued annually.

If you are a subsidized guardian, your child will retain his/her current Medicaid Card. A new Medicaid Card will be issued annually from the Department of Public Aid.

Please do not throw away your temporary or current Medicaid Card until you receive your new Medicaid Card. Call 1-800-228-6533 if you need a replacement Medicaid Card.

In order for your child to remain eligible for Medicaid-paid health services as part of the subsidy agreement, **it is critical** that you immediately contact your local Social Security Administration office to report any change in the child's name as the result of the adoption.

- For cases in which you have adopted your child, the Social Security office can make the necessary records changes when you provide a copy of your Judgment Order of Adoption and the new birth certificate for the child.
- If you are the new legal guardian of the child, you will need the "Letters of Office – Guardian of the Person" Order or "Private Guardianship Order."

Until this change in Social Security is made, the Department of Public Aid will not pay for your child's Medicaid-eligible services.

When your child remains or becomes eligible for Supplemental Security Income (SSI) after the adoption or transfer of guardianship, you are responsible for letting the Social Security Administration know how much you are receiving per month for your child. The Social Security Administration may reduce the child's SSI payment dollar for dollar up to the monthly amount you receive for the child because the ongoing monthly payment made by the Department is considered income and the SSI program is income-based.

To check the date of your subsidy payment, please call 1-800-525-0499, Option 2.

If you have any questions, feel free to call me at _____.

Sincerely,

Subsidy Worker

