

## 8.7 ENUMERATION

### A. THE ENUMERATION REQUIREMENT

Enumeration is the requirement which mandates that assistance group members furnish their Social Security number (SSN) to the Department.

#### 1. SNAP Benefits

The SSN must be verified and entered into RAPIDS to satisfy the enumeration requirement.

**NOTE: The enumeration requirement is presumed to be met if the SNAP assistance group is Categorically Eligible and the AG member is currently receiving a benefit which required the SSN to be verified. If not, the SSN must be verified.**

#### 2. WV WORKS And Medicaid

The SSN must be provided and entered into RAPIDS to satisfy the enumeration requirement. Verification is not routinely required.

Once the SSN is obtained and verified, if appropriate, the client must not be required to provide or verify it again unless the identity of the individual or the validity of the number is questionable.

At the time of application, or when an individual requests to be added to an existing AG, the Worker must explain both the eligibility requirement of enumeration and the penalty for failure to comply with the requirement.

WV WORKS applicants must not be required to be enumerated as a condition of eligibility prior to approval. Enumeration requirement must be addressed on the PRC. See Section 24.4.

### B. WHO MUST BE REFERRED TO APPLY FOR A SSN

All individuals included in the SNAP, WV WORKS, or Medicaid assistance group must be referred to SSA to apply for an SSN if:

- A number has never been assigned to the individual; or
- A number was assigned, but the individual does not have the number.

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Common Eligibility Requirements

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A child eligible for Medicaid as a CEN is not required, as a condition of eligibility, to be enumerated. However, the mother should be encouraged to apply for an SSN for the child. Upon attaining age one, the child is required to be enumerated

An illegal/ineligible alien who applies for Emergency Medicaid is not required, as a condition of eligibility, to be enumerated. However, an alien who is enumerated must provide his SSN.