

Items to Bring for Medicaid / Veterans Benefit Planning

1. Non-Financial Documents

- Identification – picture ID (driver's license, state ID)
- Social Security card(s)
- Birth verification (birth certificate, baptismal certificate or school record with date of birth)
- Marriage certificate or death certificate/divorce decree of spouse
- Health Insurance Identification Card (for all insurance coverage including Medicare, Medicare Supplemental, etc.)
- Military discharge records including original Form DD-214
- Names, addresses, phone numbers and social security numbers of all children
- Listing of assets sold or given away in the last 5 years
- Family Photo

2. Legal Documents

- Most recent Health Care POA, Living Will, General Durable Power of Attorney, Will
- Trust documents
- Business entity/partnership agreements
- Resident admission agreement (if in assisted living or nursing home)

3. Non-Liquid Assets

- Deeds, land contracts, property agreements for all real estate
- Titles to all vehicles, motor crafts, jet skis and trailers
- Cemetery lot records (deed or certificate)
- Stock certificates
- Savings bonds
- Promissory notes or loans (owed to you)

4. Liquid Assets (for all current accounts and any accounts opened or closed in the last 5 years)

- Bank and credit union statements (checking, savings, CDs, Money Market)
- IRA/401(k) account statements

- Brokerage account statements
- Personal needs account activity for the last 3 months (if in nursing home)

5. Insurance and Annuities

- All life insurance policies (including annual statements)
- Annuity contracts and annual/quarterly statements
- Long-term care, cancer and accidental death policies
- Pre-need funeral contracts for burial or cremation

6. Income and Expenses

- Income tax returns and 1099s for the last two years
- Gross income statements, showing all deductions
- Health insurance premiums and recurring or unpaid medical expenses

7. Debt Information

- Mortgage statement
- Credit card statements
- Loan documents

8. Forms (Our office will complete the forms)

- Call your investment and insurance companies and request change of ownership forms. It is important to specify that you are changing ownership to a Trust because some companies have special forms for this transfer. We need forms for the following:
 - a. Life Insurance (individual non-term)
 - b. Annuities
 - c. Investment Accounts
 - d. Stock
- Call your investment and insurance companies and request change of beneficiary forms. It is important to specify that you are changing your beneficiary to a Trust because some companies have special forms for this transfer. We need forms for the following:
 - a. Life Insurance (group and individual)
 - b. Annuities
 - c. IRAs, 401(k) and 403(b)

In order to make the most efficient use of our time together it is very important that you make copies of the above documentation and separate these items into 8 folders and bring to our office.