A-Vision Agency

Medicaid Notice Action Guide

Organize your notice before deciding what to do next.

Start with the actual notice

Keep the notice available. Check what it says before assuming coverage is ending or that a specific rule applies.

Five details to find

1. Type of notice - renewal, request for information, eligibility decision, or another kind.

2. Date issued and received - write down both, if known.

3. Requested action - what does the notice ask you to do?

4. Deadline - use the date printed on your actual notice.

5. Reply instructions - identify the agency, contact method, and requested information.

My notice notes

Notice type: _____

Date issued: _____ Date received: _____

Action requested: _____

Deadline on notice: _____

Where to respond: _____

Before you finish

- Check that your contact information is current.
- Keep copies or confirmation numbers for information submitted.
- A submitted document does not itself confirm that coverage was approved or renewed.
- If healthcare is affected, contact your care team while you seek official coverage assistance.

Need Virginia assistance?

Cover Virginia: 1-855-242-8282 (TTY: 1-888-221-1590). You may also contact local DSS or use CommonHelp.

Official Medicaid source

https://www.dmas.virginia.gov/news-updates/new-federal-requirements/faqs-member-letter-and-outreach-tools/

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