

Effective Date of Incomplete Forms Completed AFTER Initial Submission

What happens if the household member returns the HSIS and it is not complete? First obtain the missing information; the household member may or may not write an updated signature date on the form when adding the missing information. Once the form is returned and complete, determine it. If the updated or unchanged household signature date is not within the month of DO approval or the immediately preceding month, the effective date must be the date of approval. Refer to the 6 different examples below for more information.

