

**State of Maryland**  
**Department of Human Resources**

**Mail-In Application for Qualified Medicare Beneficiary (QMB) and Specified Low-Income Medicare Beneficiary (SLMB) Programs**

Dear Applicant:

In this packet is the mail-in application to apply for the Qualified Medicare Beneficiary (QMB) and the Specified Low-Income Medicare Beneficiary (SLMB) Programs. To apply for these benefits, you will need to do the following things:

- Fill out this form
- Mail pages 1, 2, 3, and 4 of your completed form to the local department of social services in the county (or Baltimore City) where you live. You will find their addresses on the inside back cover.

You can use this form if you are an individual or married couple who receives or has applied for Medicare benefits. Families with children that want to apply for Medical Assistance or Food Supplement Program must contact the local department of social services in their area.

There are instructions for each section of the application. If you want help, you may wish to ask a family member, friend, or neighbor. You may also call the State Health Insurance Assistance Program (SHIP) Coordinator for your area. Their phone numbers are on the last page of the document you keep for your records.

When you mail in this form, you are requesting QMB or SLMB benefits through the Maryland Medical Assistance Program. Once you are found eligible, **each year** your local department of social services will mail you a case information form (CIF) to be reviewed and returned so your eligibility for continued QMB/SLMB benefits can be redetermined. **If you do not return the form by the due date, your benefits will end.** Benefits for these programs are listed below.

**Qualified Medicare Beneficiary Program (QMB)**

The QMB Program helps eligible Maryland residents by paying the full amount of your monthly Medicare premiums and your Medicare co-pays and deductibles. You will receive a gray and white QMB card by mail.

**Specified Low-Income Medicare Beneficiary Program (SLMB)**

If you are eligible for SLMB, we will pay only your monthly Medicare Part B medical insurance premium. You will receive a letter to tell you if you are eligible, but you will not receive a card.

**Keep this page for your records**

## **RIGHTS and RESPONSIBILITIES**

### **PRIVACY STATEMENT:**

The Medical Assistance Program will use my personal information (Name, Address, Social Security Number, Date of Birth, Employment History, etc.) to see if I am eligible for benefits. If I do not provide the information, my application may be denied. I have the right to review, change, or correct any information. By law, the state may use my information only for purposes directly related to the administration of the programs for which I apply.

### **ASSIGNMENT OF RIGHTS OF PAYMENT FOR MEDICAL SUPPORT AND OTHER MEDICAL CARE:**

As a condition of my eligibility, I assign to the state any rights to medical support and to payment for medical care from any third party. I agree to cooperate with the state in identifying and providing information to assist the state in pursuing any third party that may be liable to pay for my medical care and services. I understand that I must report to the local department of social services any payments received for medical care within 10 days.

### **REPORT CHANGES:**

I understand that I must tell the local department of social services about any changes in my income, assets (savings and checking accounts etc.), address, or living arrangements within 10 days after the change happens.

### **APPLICANT'S STATEMENT OF UNDERSTANDING AND AGREEMENT:**

I agree to the release of my personal and financial information to any agent of the state who will evaluate and determine my eligibility for Medical Assistance benefits.

I understand that the state may verify all information on this form. Social Security Numbers will be used for identification to verify information for program reviews or audits and computer matches with other agencies, such as the Social Security Administration or the Internal Revenue Service.

I have the right to appeal any decision, action, or inaction made concerning my eligibility. I understand that my application will be considered without regard to race, color, sex, age, disability, religion, national origin, or political belief.

I certify that everyone requesting benefits on this application form is a U.S. citizen or lawfully admitted alien. Proof of lawful immigration status is required.

**Keep this page for your records**

**Maryland Department of Human Resources**  
**Mail-In Application for Qualified Medicare Beneficiary (QMB) and Specified**  
**Low-Income Medicare Beneficiary (SLMB) Programs**

**INSTRUCTIONS FOR COMPLETING APPLICATION**

- Read all instructions for each part before filling out. Print clearly. Answer all questions. Do not leave any blank spaces. Put "NA" in each space that does not apply.
- When finished, remove and mail the application (pages 1, 2, 3, and 4). Sign, date, and mail the application to the local department of social services in your area. A list of the social service offices is included.

**Section 1. Information about you.**

Your Name: \_\_\_\_\_  
*First Middle Last*

Address: \_\_\_\_\_  
*Street Address Apt. No.*  
\_\_\_\_\_  
*City State Zip Code*

Daytime Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Evening Telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

E-mail address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Sex:  Male  Female Race (optional): \_\_\_\_\_

Your Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Your Medicare Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Marital Status:  Never Married  Married and living with spouse  Separated  Divorced  Widowed

Are you a Maryland resident?  Yes  No Are you a citizen of the U.S.?  Yes  No

If not a citizen, most recent date of arrival in the U.S.: \_\_\_\_\_ INS ID Number \_\_\_\_\_

Which language do you speak the most?  English  Spanish  Other: \_\_\_\_\_

**Section 2. Information about your spouse.**

If you are living with your spouse, please complete the following information about him or her.

Name: \_\_\_\_\_  
*First Middle Last*

Date of Birth: \_\_\_\_\_ Race: (optional): \_\_\_\_\_

Are you applying for QMB/SLMB benefits for this person?  Yes  No If yes, complete the following:

Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Medicare Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Citizenship: Is this person a citizen of the U.S.?  Yes  No

If not a citizen, most recent date of arrival in the U.S.: \_\_\_\_\_ INS ID Number \_\_\_\_\_

Which language does your spouse speak the most?  English  Spanish  Other \_\_\_\_\_

**Section 3. Assets**

Type of Assets	Current Value (as of the 1 <sup>st</sup> day of this month)	Owner:		Account Number	Name of bank, institution, or location
		Applicant	Spouse		
Savings	\$	<input type="checkbox"/>	<input type="checkbox"/>		
Checking	\$	<input type="checkbox"/>	<input type="checkbox"/>		
Stock Certificates	\$	<input type="checkbox"/>	<input type="checkbox"/>		
Certificates of Deposit (CD's) or Money Market					
Bonds	\$	<input type="checkbox"/>	<input type="checkbox"/>		
Real Estate (except where you live)	\$	<input type="checkbox"/>	<input type="checkbox"/>		
Trust Fund	\$	<input type="checkbox"/>	<input type="checkbox"/>		
IRA, Keogh, 401-K,	\$	<input type="checkbox"/>	<input type="checkbox"/>		
Cash	\$	<input type="checkbox"/>	<input type="checkbox"/>		
Other:	\$	<input type="checkbox"/>	<input type="checkbox"/>		

**Section 4. Income**

	Amount (before taxes and other deductions)	How Often? (monthly, weekly, bi-weekly)?	Received by:	
			Applicant	Spouse
Social Security	\$		<input type="checkbox"/>	<input type="checkbox"/>
Social Security Disability	\$		<input type="checkbox"/>	<input type="checkbox"/>
Supplemental Security Income (SSI)	\$		<input type="checkbox"/>	<input type="checkbox"/>
Veterans' Benefits	\$		<input type="checkbox"/>	<input type="checkbox"/>
Railroad Retirement	\$		<input type="checkbox"/>	<input type="checkbox"/>
Civil Service Annuity	\$		<input type="checkbox"/>	<input type="checkbox"/>
Pension, Retirement, or Disability Income	\$		<input type="checkbox"/>	<input type="checkbox"/>
Rental Income	\$		<input type="checkbox"/>	<input type="checkbox"/>
Mortgage Income	\$		<input type="checkbox"/>	<input type="checkbox"/>
Dividends or Interest Earnings	\$		<input type="checkbox"/>	<input type="checkbox"/>
Job Earnings (Last 4 Weeks)	\$		<input type="checkbox"/>	<input type="checkbox"/>
Alimony	\$		<input type="checkbox"/>	<input type="checkbox"/>
Self Employment Income	\$		<input type="checkbox"/>	<input type="checkbox"/>
Unemployment	\$		<input type="checkbox"/>	<input type="checkbox"/>
Worker's Compensation	\$		<input type="checkbox"/>	<input type="checkbox"/>
Annuity Income	\$		<input type="checkbox"/>	<input type="checkbox"/>
Other:	\$		<input type="checkbox"/>	<input type="checkbox"/>

**Section 5. Vehicles. List any boats, airplanes, or other recreational vehicles that you own.**

Type of Vehicle	Make	Year	Model

**Section 6. Other Health Insurance**

Do you and your spouse have health insurance other than Medicare?  Yes  No If yes, complete the section below.

Insured Person	Insurance Company	Policy Number

**Section 7. Authorized Representative. This section is optional. Complete it only if you want someone else to represent you in your application process for the QMB/SLMB Programs.**

You may have another person, such as a relative, friend or attorney represent you in your application for benefits. If you would like that person to speak to the Department about your case and receive copies of all letters about your eligibility, please fill in the following:

Name of representative: \_\_\_\_\_

Address of representative: \_\_\_\_\_

Daytime telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Evening telephone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Representative's relationship to you: \_\_\_\_\_

would like the representative above to: (check all that apply)

- Receive copies of all letters about my eligibility and discuss my eligibility with the Local Department of Social Services and the Department of Health and Mental Hygiene.
- Receive and complete my yearly applications for me.
- Receive my identification cards for me.

**Section 8. Signature Section**

- I have received a copy of my rights and responsibilities. I understand my responsibilities and agree to cooperate with the State as required.
- I understand that if I need help with other medical expenses, or if I need to apply for food stamps, I must file a separate application at the Local Department of Social Services in my area.
- I certify that everyone requesting benefits on this application form is a U.S. citizen or lawfully admitted alien.

By signing this application form, I certify under penalty of perjury that everything on the form is the truth, as best I know it. State and Federal law provide for fine, imprisonment, or both for any person who withholds or gives false information to obtain assistance to which he or she is not entitled.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Applicant's Spouse**

\_\_\_\_\_  
**Date**

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**When you finish filling in this application, mail pages 1, 2, 3, and 4 to the Local Department of Social Services for your area, listed below. Complete the following and keep this page for your records:**

**I mailed my application form on:**

\_\_\_\_\_  
(Date)

**Circle the office where you mailed your application.**

**LOCAL DEPARTMENTS OF SOCIAL SERVICES**

<p>Allegany County DSS 1 Frederick Street Cumberland, MD 21502 (301) 784-7000</p>	<p>Southwest Center 1223 W. Pratt Street Baltimore, MD 21223 (443) 423-7800</p>	<p>Carroll County DSS 1232 Tech Court, Ste. 1 Wesminster, MD 21157 (410) 386-3300</p>	<p>Montgomery County DHHS 7300 Calhoun Place Suite 700 Rockville, MD 20850 (240) 777-4087</p>
<p>Anne Arundel County DSS Annapolis District c/o John Lamb 80 West Street Annapolis, MD 21401 (410) 269-4596</p>	<p>Baltimore County DSS Catonsville District c/o Anne Cox 746 Frederick Road, Catonsville, MD 21228 (410) 853-3475</p>	<p>Cecil County DSS P.O. Box 1160 Elkton, MD 21922 (410) 996-0100</p>	<p>Prince George's Co. DSS 805 Brightseat Road Landover, MD 20785 (301) 909-7000</p>
<p>Glen Burnie District c/o John Lamb 7500 Ritchie Highway Glen Burnie, MD 21061 (410) 421-8501</p>	<p>Dundalk District c/o Charlene Jones 1400 Merritt Blvd – Ste. C Baltimore, MD 21222 (410) 853-3433</p>	<p>Charles County DSS 200 Kent Avenue LaPlata, MD 20646 (301) 392-6400</p>	<p>Queen Anne's County DSS 125 Comet Drive Centreville, MD 21617 (410) 758-8000</p>
<p>Baltimore City DSS North East Regional Office 2000 N. Broadway Street Baltimore, MD 21213 (443) 423-6400</p>	<p>Essex District c/o Sharon Baxter 439 Eastern Avenue Baltimore, MD 21221 (410) 853-3806</p>	<p>Dorchester County DSS P.O. Box 217 Cambridge, MD 21613-0217 (410) 901-4100</p>	<p>St. Mary's County DSS PO Box 509 23110 Leonard Hall Drive Leonardtwn, MD 20650 (240) 895-7000</p>
<p>Dunbar-Orangeville Center 2919 E. Biddle Street Baltimore, MD 21213 (443) 423-5100</p>	<p>Reisterstown District c/o Betty Foster 130 Chartley Drive Reisterstown, MD 21136 (410) 853-3050</p>	<p>Frederick County DSS 100 East All Saints Street Frederick, MD 21701 (301) 600-4575</p>	<p>Somerset County DSS P.O. Box 369 Princess Anne, MD 21853 (410) 677-4200</p>
<p>Harbor View Center 18 Reedbird Ave Baltimore, MD 21225 (443) 423-4700</p>	<p>Towson District c/o Cynthia McNeill Drumcastle Center 6400 York Road Baltimore, MD 21212 (410) 853-3350</p>	<p>Garrett County DSS 12578 Garrett Highway Oakland MD 21550 (301) 533-3000</p>	<p>Talbot County DSS 301 Bay Street – Unit 5 Easton, MD 21601 (410) 770-4848</p>
<p>Hilton Heights Center 500 N. Hilton Street Baltimore, MD 21229 (443) 423-4800</p>	<p>Calvert County DSS c/o Cheryl Harms 200 Duke Street Prince Frederick, MD 20678 (443) 550-6923</p>	<p>Harford County DSS 2 S. Bond Street – Ste. 300 Bel Air, MD 21014 (410) 836-4700</p>	<p>Washington County DSS P.O. Box 1419 Hagerstown, MD 21741 (240) 420-2100</p>
<p>Northwest Center 5818 Reisterstown Road Baltimore, MD 21215 (443) 378-4400</p>	<p>Caroline County DSS P.O. Box 400 Denton, MD 21629 (410) 819-4500</p>	<p>Howard County DSS c/o R. Small 7121 Columbia Gateway Dr. Columbia, MD 21046 (410) 872-8263</p>	<p>Wicomico County DSS 201 Baptist Street – Ste. 27 Salisbury, MD 21801 (410) 713-3900</p>
<p>Penn-North Center 2500 Pennsylvania Avenue Baltimore, MD 21217 (443) 423-7606</p>		<p>Kent County DSS P.O. Box 670 Chestertown, MD 21620 (410) 810-7600</p>	<p>Worcester County DSS P.O. Box 39 299 Commerce Street Snow Hill, MD 21863 (410) 677-6800</p>

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## If you need help to complete your application

COUNTY	PHONE NUMBER
Allegany	(301) 777-5970 ext. 1710
Anne Arundel	(410) 222-4358
Baltimore City	(410) 396-2273
Baltimore County	(410) 887-2059
Calvert	(301) 855-1170 or (410) 535-4606 ext. 131
Caroline	(410) 479-2093
Carroll	(410) 386-3800
Charles	(301) 934-9305 or (301) 870-3388 ext. 5118
Cecil	(410) 996-8174
Dorchester	(410) 742-0505 ext. 106
Frederick	(301) 600-1605
Garrett	(301) 334-9431 or 1-888-877-8403
Harford	(410) 638-3577 ext. 2238
Howard	(410) 313-7392
Kent	(410) 778-2564
Montgomery	(301) 590-2819
Prince George's	(301) 265-8471
Queen Anne's	(410) 758-0848
Somerset	(410) 742-0505 ext. 106
St. Mary's	(301) 475-4200 ext. 1064
Talbot	(410) 822-2869
Washington	(301) 790-0275 ext. 208
Wicomico	(410) 742-0505 ext. 106
Worcester	(410) 742-0505 ext. 106

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