Department of Human Resources 311 West Saratoga Street Baltimore MD 21201	**Family Investment Administration** **ACTION TRANSMITTAL**
Control Number: #11-03	**Effective Date: October 1, 2010**
	Issuance Date: September 7, 2010

TO: **DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES**
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF
DIVISION OF ELIGIBILITY WAIVER SERVICES
HEALTH OFFICERS, LOCAL HEALTH DEPARTMENTS
LOCAL HEALTH DEPARTMENT ELIGIBILITY STAFF

FROM: **KEVIN M. MCGUIRE, EXECUTIVE DIRECTOR, FIA**
DEBBIE RUPPERT, EXECUTIVE DIRECTOR, DHMH/OES

RE: **PUERTO RICO INVALIDATES ALL BIRTH CERTIFICATES ISSUED PRIOR TO OCTOBER 1, 2010**

PROGRAM AFFECTED: **ALL PROGRAMS**

ORIGINATING OFFICE: **OFFICE OF ELIGIBILITY SERVICES/FAMILY INVESTMENT ADMINISTRATION**

BACKGROUND:

Puerto Rico Law 191 invalidates all Puerto Rican birth certificates issued prior to July 1, 2010. On June 28, the Government of Puerto Rico extended the validity of current Puerto Rico birth certificates through September 30, 2010. All birth certificates will remain valid through September 30, 2010. After this date, every birth certificate must have been reissued by the Puerto Rico Health Department Vital Statistics Record Office.

The law was enacted to address national security concerns that the U.S. Department of State calculates are the source of approximately 40 percent of its passport fraud cases. Law 191 establishes measures to reduce forgery and fraud, by strengthening Puerto Rico's vital statistics technology and by making it illegal for any public or private entity to retain an original copy of any Puerto Rico issued birth certificate.

ACTION REQUIRED:

Medical Assistance

Because DHMH requires individuals to provide documentation of citizenship and identity as a condition of eligibility (see AT 08-05), beginning October 1, 2010, Puerto Rican applicants (unless their citizenship can be verified on SVES per AT 10-27 Revised) will need a reissued birth certificate, with a date of issuance on or after October 1, 2010, in order to provide proof of citizenship. As U.S. citizens, applicants born in Puerto Rico

are allowed a "reasonable opportunity" period (as defined in AT 10-27 Revised) to produce a birth certificate document.

Food Supplement Program (FSP) and Temporary Cash Assistance (TCA) – Verification of Identity, Citizenship and Age

For the FSP, verification of an applicant's identity is mandatory. For TCA, it is required only if questionable. Identity is verified through readily available documentary evidence, or if this is unavailable, through a collateral contact. Due to the new law, as of October 1, 2010, you cannot use a voided Puerto Rican birth certificate to verify the identity of a household member. Accept any other documents that reasonably establish the applicant's identity. Do not deny a household member based solely on possessing a voided Puerto Rican birth certificate.

Verification of citizenship is required only if the customer's statement as to his or her citizenship status is questionable. Since Puerto Ricans are U.S. citizens, verification of the member's citizenship status is not required, unless questionable. Otherwise, the case manager must accept any reasonable documentary evidence provided by the household, including collateral statements and participation in another program, as acceptable verification of citizenship status.

Although verification of age is not mandatory, you may need this to determine whether an individual is elderly or subject to work requirements. While you cannot use voided Puerto Rican birth certificates for citizenship status, if you need verification of age and there is no other form of verification, you can use a voided Puerto Rican birth certificate for that purpose.

Note for all programs:
Puerto Rico-born citizens carrying U.S. passports, like those with citizenship verified by SVES, do not need new birth certificates to qualify for benefits.

Local offices may assist Puerto Rican applicants who need to acquire a new birth certificate. The English and Spanish versions of the mail-in application form are attached to this transmittal. In addition, a bilingual on-line application form is available at ***http://www.pr.gov/***.

ENCLOSURES:

- BIRTH CERTIFICATE APPLICATION BY MAIL
- SOLICITUD DE CERTIFICADO NACIMIENTO POR CORREO

INQUIRIES:

Please direct Medical Assistance policy questions to the DHMH Division of Eligibility Policy or MCHP policy questions to the MCHP Division, both at 410-767-1463 or 1-800-492-5231 (select option 2 and request extension 1463). Please direct FSP questions to Phyliss Arrington at 410-767-7079 or Rick McClendon at 410-767-7307 and TCA question to Marilyn Lorenzo at 410-767-7333 or Gretchen Simpson at 410-767-7937.

cc: DHMH Executive Staff
FIA Management Staff
Constituent Services
DHR Executive Staff
DHMH Management Staff
DHR Help Desk

RD-225
MOD 12/08

COMMONWEALTH OF PUERTO RICO
DEPARTMENT OF HEALTH
DEMOGRAPHIC REGISTRY

BIRTH CERTIFICATE APPLICATION BY MAIL

PART I: REGISTRANT'S INFORMATION

1. Name at birth:			
Father's Last Name	Mother's Last Name	First Name	Middle Name
2. Date of birth: (month/date/year)		3. Place of birth: (town and hospital)	
4.Father's Name:		5. Mother's Name:	
6. The certificate will be used for:			7. Number of copies:

Part II: APPLICANT'S INFORMATION*

1.Applicant's Name: Father's Last Name Mother's Last Name First Name Middle Name			2. Relationship:**
3. Applicant's address:		4. Address where you want the certificate to be sent:	
5. Applicant's identification included:__ Other ___Driver's Lic, ___State ID, ___Passport, ___Public Assistance, ___ Other		6. Applicant's signature and date:	

IMPORTANT: FIRST COPY $5.00 EACH / ADDITIONAL COPY $4.00 OF SAME PERSON

1. Applicants living out of Puerto Rico send the application to the following address: Demographic Registry PO Box 11854, San Juan Puerto Rico 00910
2. If the applicant lives in Puerto Rico can visit any Local Registry near his/her house to complete an application.
3. Applicant must send a photocopy of a recent valid photo-identification card.
4. Applicant in Puerto Rico: Please send $5:00 internal Revenue Stamp for the first copy requested and $4.00 for each additional copy for the same person.
5. Applicant out of Puerto Rico: Please send $5.00 Money Order payable to Secretary of the Treasury.
6. Please send a self-addressed-stamped-envelope to mail in your certificate.
7. For rush mail as Fedex, Exp. Mail, Registered, UPS, etc. our address is: 171 Quisqueya Street, Hato Rey, PR 00917

WRITE CLEARLY YOUR NAME AND ADDRESS

*Applicant – means registrant, their children over 18 years of age, legal representative.
**Relationship – relation between the applicant and the registrant. This blank will be filled out if applicant and Registrant is not the same person.

RD-225
MOD 2/02

ESTADO LIBRE ASOCIADO DE PUERTO RICO
DEPARTAMENTO DE SALUD
REGISTRO DEMOGRAFICO

SOLICITUD DE CERTIFICADO NACIMIENTO POR CORREO

PARTE I: INFORMACIÓN SOBRE EL INSCRITO:

1.NOMBRE DE INSCRITO		
APELLIDO PATERNO	APELLIDO MATERNO	NOMBRE
2. FECHA DE NACIMIENTO (DIA/MES/AÑO)	3. LUGAR DE NACIMIENTO (PUEBLO Y HOSPITAL)	
4.NOMBRE DEL PADRE:	5 NOMBRE DE LA MADRE:	
6. USO QUE SE DARÁ AL CERTIFICADO:	7. NÚMERO COPIAS SOLICITADAS:	

PARTE II: INFORMACIÓN SOBRE EL SOLICITANTE*

1. NOMBRE DEL SOLICITANTE:			2. PARENTESCO: **
APELLIDO PATERNO	APELLIDO MATERNO	NOMBRE	
3. DIRECCIÓN DEL SOLICITANTE:	4. DIRECCIÓN POSTAL:		
5. COPIA DE IDENTIFICACIÓN ENVIADA ____LIC. CONDUCIR___ID ESTADO___PASAPORTE__ OTRO	6. FIRMA DEL SOLICITANTE Y FECHA DE SOLICITUD:		

Importante:

1. SI EL NACIMIENTO OCURRIÓ DESPUÉS DEL 21 DE JUNIO DE 1931, DEBE SOLICITAR SU CERTIFICADO A: DEPARTAMENTO DE SALUD REGISTRO DEMOGRÁFICO PO BOX 11854, SAN JUAN PUERTO RICO 00910 DIRECCIÓN FÍSICA: CALLE QUISQUEYA #171, HATO REY, PUERTO RICO 00918
2. SI EL NACIMIENTO OCURRIÓ ANTES DEL 21 DE JUNIO DE 1931, DEBE SOLICITARLO AL REGISTRO LOCAL DEL PUEBLO DONDE OCURRIÓ EL NACIMIENTO.
3. ACOMPAÑE LA SOLICITUD CON UNA COPIA DE UNA IDENTIFICACIÓN RECIENTE (CON RETRATO) DEL SOLICITANTE.
4. RESIDENTES FUERA DE PUERTO RICO: ENVIAR GIRO POSTAL A NOMBRE DEL SECRETARIO DE HACIENDA. EL COSTO DEL CERTIFICADO ES $5.00 LA PRIMERA COPIA Y $4.00 LA COPIA ADICIONAL SOLICITADA AL MISMO TIEMPO.
5. SI RESIDE EN PUERTO RICO: ENVÍE SELLO DE RENTAS INTERNAS DE $5.00 POR LA PRIMER COPIA Y $4.00 POR LA COPIA ADICIONAL ORDENADA AL MISMO TIEMPO.
6. DEBE ENVIAR UN SOBRE CON SELLO Y PRE-DIRIGIDO CON LA DIRECCIÓN BIEN CLARA DONDE RECIBIRÁ EL CERTIFICADO

* SOLICITANTE- SIGNIFICARA EL INSCRITO; SI ES MAYOR DE EDAD, SU PADRE, MADRE, HIJOS O REPRESENTANTE LEGAL.

** PARENTESCO- SIGNIFICARÁ LA RELACIÓN ENTRE EL SOLICITANTE Y EL INSCRITO. ESTE ESPACIO SERÁ LLENADO POR SI EL INSCRITO Y EL SOLICITANTE NO SON LA MISMA PERSONA.