

Attachment G



Family and Income Overview

ATTACHMENT G FAMILY & INCOME OVERVIEW

AHCCCS determines the family's total gross monthly income at the time of application and redetermination.

FAMILY

Family includes the following categories of persons when residing together:

- A married couple and children of either one or both
- An unmarried couple with a common child and other children of either one or both
- A single parent and his or her children
- A child under age 19 who does not live with a parent
- A child and an unborn of the child is included in its parent's household
- Grandparent or other non-parent relatives of a child are not considered part of the household, unless the parent of the child is a minor and lives in the household with the child and grandparent. A child living with a grandparent or other relative instead of a parent is its own household.

INCOME

- AHCCCS counts the families' total gross monthly income after excluding any payments and grants, as specified in 20 CFR Part 416, the Appendix to Subpart K,. No other income deductions or disregards are applied when determining gross income.
- In determining the eligibility for a qualified alien, AHCCCS counts income of any person who executed an affidavit of support on behalf of the qualified alien and the income of the spouse, of the sponsoring individual, as family household income.
- The agency accepts the declaration of income provided on the application. The agency does not perform additional verification, unless there are inconsistencies with information already available to the agency or obtained through data matching or the income is from self-employment.
- For income from self-employment, the agency accepts the self-employed person's income tax records accompanied by the person's statement that current income is consistent with the tax records. In the absence of income tax records, the agency accepts the self-employed person's itemized accounts. When itemized accounts are

not available the agency accepts the self-employed person's declaration of proceeds and subtracts expenses that are verified by vendors or other creditors.

DETERMINING MONTHLY INCOME

AHCCCS projects monthly income based on a reasonable expectation and knowledge of the family's current, past, and future circumstances. AHCCCS converts income received more frequently than monthly by multiplying:

- Weekly amounts by 4.3;
- Bi-weekly amounts by 2.15; and
- Semi-monthly amounts by 2.

AHCCCS converts income received less frequently than monthly as follows:

- If the amount is received quarterly, divide by 4.
- If the amount is received semi-annually, divide by 6.
- If the amount is received annually, divide by 12.
- If the amount is received to cover a specific period of time, such as educational benefits, prorate the amount over the period intended to cover.