

.01 Adding a Participant to a Pending New Application

Participants, not currently receiving benefits, may be added to a pending new application as follows:

- At the time of interview, effective the date of interview. (See Example [Adding to Pending Application](#))

NOTE The PI MUST initial and date the application at the time of interview.

- After the interview but while the application is still pending. The effective date is as follows:

When the participant's information is verified timely, add the participant effective the first day of the month following the month the change is reported.

When the participant's information is verified untimely, add the participant effective the first day of the month following the month the verification is received.

MA EXCEPTION

The effective date for adding a participant is the date they moved into the home.

When adding a participant to a pending Medical Expense Deduction (MD) application, see [MD Application Pending](#).

(See [Adding a Deemed Newborn](#) for additional policy and procedures)