



TEXAS MEDICAID & HEALTHCARE PARTNERSHIP (TMHP)

HOW TO CONDUCT A QUICK ELIGIBILITY CHECK

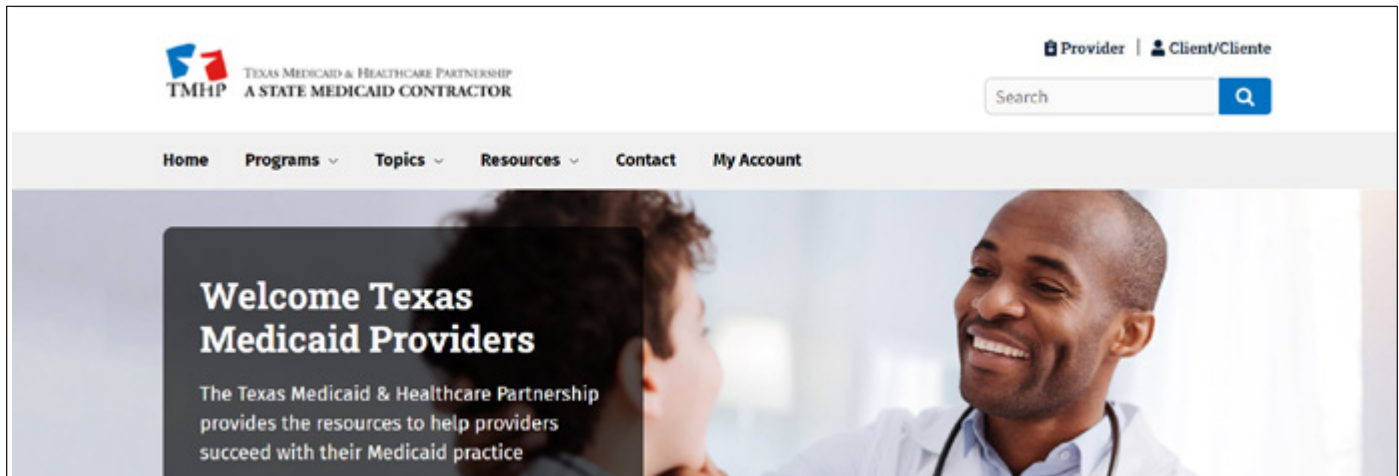


TEXAS MEDICAID & HEALTHCARE PARTNERSHIP
A STATE MEDICAID CONTRACTOR

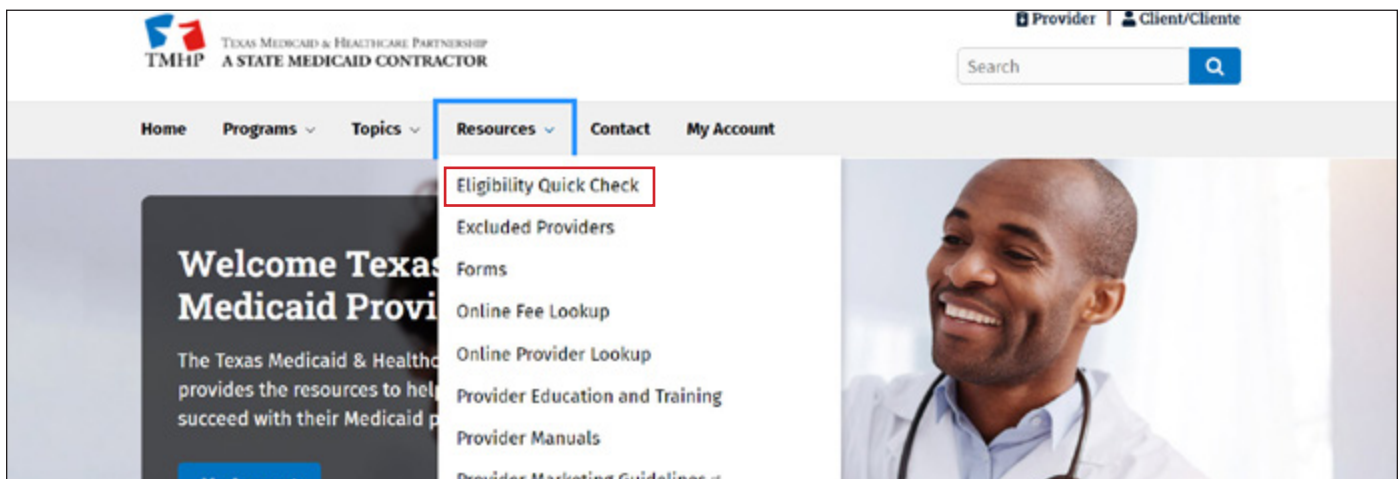
v2023_0504

How to Conduct a Quick Eligibility Check

- 1) Go to the tmhp.com.



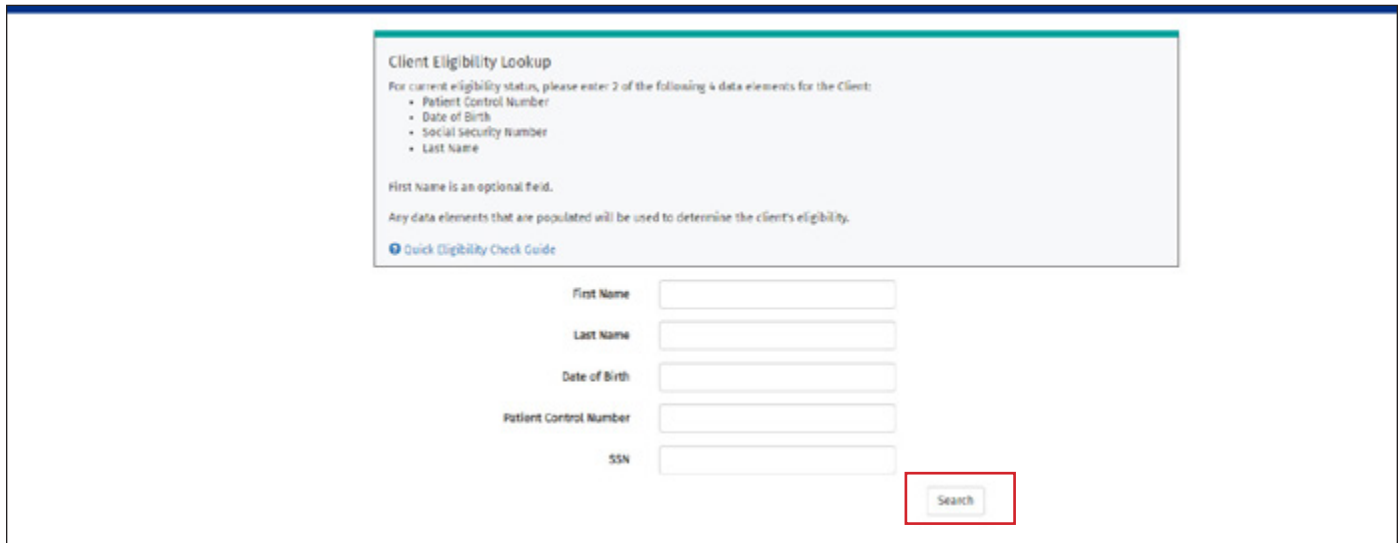
- 2) Select **Eligibility Quick Check** from the Resources drop-down menu.



- 3) You must complete two of the following fields: Patient Control Number (PCN), also known as the Medicaid number, Date of Birth (DOB), Social Security Number (SSN), or Last Name.

A screenshot of the "Client Eligibility Lookup" form. The form title is "Client Eligibility Lookup". Below the title, it says: "For current eligibility status, please enter 2 of the following 4 data elements for the Client:". The required fields are listed as: "Patient Control Number", "Date of Birth", "Social Security Number", and "Last Name". Below this, it states: "First Name is an optional field." and "Any data elements that are populated will be used to determine the client's eligibility." There is a link for "Quick Eligibility Check Guide". The form fields are: "First Name", "Last Name", "Date of Birth", "Patient Control Number", and "SSN". A red rectangular box highlights the "Last Name", "Date of Birth", "Patient Control Number", and "SSN" fields. A "Search" button is located at the bottom right of the form.

- 4) Click **Search**. The system will display “Client is eligible” or “Client is not eligible.” The system will give no other information. If a search returns multiple results, the system will display “Unable to locate client. Please try again or enter additional pieces of information.”



The screenshot shows a web form titled "Client Eligibility Lookup". Inside a light blue box, the text reads: "For current eligibility status, please enter 2 of the following 4 data elements for the Client:" followed by a bulleted list: "• Patient Control Number", "• Date of Birth", "• Social Security Number", and "• Last Name". Below this, it says "First Name is an optional field." and "Any data elements that are populated will be used to determine the client's eligibility." There is a link "Quick Eligibility Check Guide" with a blue icon. Below the instructions are five input fields labeled "First Name", "Last Name", "Date of Birth", "Patient Control Number", and "SSN". A "Search" button is located at the bottom right of the form, highlighted with a red rectangle.

Note: Providers can verify client eligibility using the Automated Inquiry System: 800-925-9126.

This document is produced by TMHP Training Services. Contents are current as of the time of publishing and are subject to change. Providers should always refer to the TMHP website for current and authoritative information.