

# CHANGE NOTICE FOR MANUAL 12-04, BCIS ADDRESS CHANGE

DATE: DECEMBER 22, 2003

**Manual:** Family and Children's Medicaid  
**Change No:** 12-04  
**To:** County Directors of Social Services  
**Effective:** February 1, 2004

## I. CONTENT OF CHANGE

There are two addresses in the manual material that need updating. The Charlotte Sub Office for the Bureau for Citizenship and Immigration Services (BCIS) has changed its address. Also, the mail service center address for the Division of Medical Assistance has changed.

## II. IMPLEMENTATION

This policy is effective immediately.

## III. MAINTENANCE OF MANUAL

Remove MA-3330, *Citizen/Alien Requirements*, pages 3 through 6, 19, 20, 29, and 30.

Insert [MA-3330](#), *Citizen/Alien Requirements*, pages 3 through 6, 19, 20, 29, and 30 dated February 1, 2004.

Remove MA-3313, *Sponsor Deeming*, pages 7 and 8.

Insert [MA-3313](#), *Sponsor Deeming*, pages 7 and 8 dated February 1, 2004.

If you have any questions regarding this information, please contact your Medicaid Program Representative.

Gary H. Fuquay  
Acting Director

[This material was researched and written by Debbie Pittard, Medicaid Policy Consultant, Medicaid Eligibility Unit.]