



Updates and Frequently Asked Questions about Public Benefits during the Coronavirus (COVID-19) Public Health Emergency as of April 13, 2020

To mitigate the spread of coronavirus (COVID-19), programs across the District are modifying operations. Below is the most updated information on cash, food and medical assistance public benefits available in the District. Please be aware that this guidance is based on the best information currently available and will be updated as needed. Thank you for your patience. If you have additional questions, please contact the DHS Call Center at (202) 727-5355. For more information and resources regarding COVID-19, please visit coronavirus.dc.gov.

Q: Which DHS Service Centers open during the COVID-19 public health emergency?

A: Effective Monday, April 13, 2020, the DHS Service Centers located in **Congress Heights**, **Taylor Street** and **H Street** are open only for picking up and dropping off public benefits applications and documents. The DHS Service Centers in **Anacostia** and **Fort Davis** are closed.

All applications and documents must be placed in an envelope provided at an open DHS Service Center. Applicants must write their **full name** and **phone number** on the front of the envelope prior to placing it in application drop boxes located in the Service Center lobby.

DHS Service Center	Address	Operating Status
Congress Heights	4049 South Capitol Street, SW	Open
Taylor Street	1207 Taylor Street, NW	Open
H Street	645 H Street, NE	Open
Anacostia	2100 Martin Luther King Avenue, SE	CLOSED
Fort Davis	3851 Alabama Avenue, SE	CLOSED
<p>DHS Service Centers Hours: 7:30 am - 4:45 pm Monday – Friday</p> <p>Visit the DHS Service Center modified operations information page for updates.</p>		

Q: Why are the Anacostia and Fort Davis DHS Service Centers being closed temporarily?

A: Beginning Monday, April 13, DHS is temporarily closing the DHS Service Centers in Anacostia and Fort Davis to help mitigate the spread of COVID-19. In-person visits to pick up and drop off applications and documents at these DHS Service Centers has decreased as residents comply with Mayor Bowser’s stay-at-home order and complete public benefit transaction either online (dhs.dc.gov) or through the Call Center (202-727-5355).



Q: How can I apply for Supplemental Nutrition Assistance Program (SNAP, formerly known as food stamps), Temporary Assistance for Needy Families (TANF, also known as cash benefits), Medicaid, Alliance, or other public benefits provided through the DHS?

A: District residents may apply for public benefits by:

- **Online:** Completing the application online at dcbenefits.dhs.dc.gov;
- **In Person:** Downloading, printing, completing, signing, and dropping off the application at an open DHS Service Center (list of open DHS Service Centers); or
- **By Mail:** Downloading, printing, completing, signing and sending and application to:

*Department of Human Services
Economic Security Administration
Case Record Management Unit
P.O. Box 91560
Washington, DC 20090*

District residents may also contact the Call Center at (202)-727-5355, Monday through Friday, 7:30 a.m. - 4:45 p.m. to request an application via mail.

Q: Since DHS Service Centers are for pick up and drop off services only, who may DC residents contact with questions?

A: Residents may contact the Call Center at (202) 727-5355, Monday through Friday, 7:30 a.m. - 4:45 p.m.

Q: Are interviews required when applying for public benefits?

A: In most cases, an interview is not required during the COVID-19 public health emergency. New applicants may be contacted by a DHS representative by phone if additional information is needed to complete application processing.

Q: I am currently receiving cash, food, or medical assistance, and received a notice that it is time to recertify. Should I visit a Service Center for recertification?

A: No. Residents do not need to take any action at this time to continue receiving existing benefits that would otherwise expire during March, April, and May. Those benefits will be automatically extended.

Q: I am currently receiving cash, food, or medical assistance, and did not receive a recertification notice. Am I required to do anything?

A. No. Residents will continue receiving their monthly allotment or receive medical coverage without interruption during the COVID-19 public health emergency. A DHS representative will contact you when it is time to recertify.



Q: I was receiving cash, food, or medical assistance in February 2020, but did not recertify. What should I do?

A: SNAP and TANF customers must submit a new recertification application and any required verification. The application is [available on the DHS website](https://dhs.dc.gov) (dhs.dc.gov) and may be picked up at a DHS Service Center.

- **Medical beneficiaries:** Residents will continue to receive benefits and action is not required during the COVID-19 State of Emergency.

Q: I am currently receiving cash, food, or medical assistance, and received a notice requesting additional information and/or verify eligibility. How may I provide this information?

A: Residents may provide additional information or verification eligibility documents by:

- **Electronic submission** at dcbenefits.dhs.dc.gov;
- **Mailing** information/documents to:
 - Department of Human Services*
 - Economic Security Administration*
 - Case Record Management Unit*
 - P.O. Box 91560*
 - Washington, DC 20090*
- **Dropping off** information/documents at an open DHS Service Center (list of open DHS Service Centers);
- **Email submission*** information/documents to one of the following email address listed below at an open DHS Service Center. Residents must include their **full name, date of birth, and telephone number when submitting documents/information via email.** *The following email address are ONLY for the submission of additional information or verification eligibility documents.*

DHS Service Center	E-mail Address*
Congress Heights	ESASC.CongressHeights@dc.gov
H Street	ESASC.HStreet@dc.gov
Taylor Street	ESASC.TaylorStreet@dc.gov

**Providing personal information and documents to the DC Department of Human Services Economic Security Administration (ESA) via email is done at your own risk. Emails sent from your personal or business email account may not be secure. This means that there is a possibility that a third-party will intercept that information and use it for malicious purposes such as fraud or identity theft. ESA provides the following alternatives to sending us documents and information via potentially unsecured email, including mailing in documents or dropping them off at a service center.*

Residents with questions may contact the Call Center at (202) 727-5355, Monday through Friday, 7:30 a.m. to 4:45 p.m.



Q: Will I receive an increase (Emergency Allotment) in SNAP benefits?

A: Emergency Allotments provide a temporary increase in SNAP benefits to households not currently receiving the maximum SNAP allotment. The District requested and received USDA approval to provide Emergency Allotments to eligible SNAP households. SNAP households not receiving the maximum SNAP allotment for the months of March and April will receive these benefits. SNAP households will receive these benefits automatically on EBT cards as follows:

Issuance Date	SNAP Households
April 4 -7	Households who received benefits in March
April 10	All ongoing households certified for April and newly certified households as of April 7
April 17	All ongoing households certified for April and newly certified households as of April 10
April 24	All newly approved households certified after April 17
May 1	All newly approved households certified after April 24

Q: How will DC residents receive their Electronic Benefits Transfer (EBT) card?

A: EBT cards are mailed to address on file for the customer. If you do not have an address on file, or you listed a DC Government building as your address, your EBT card will be mailed to the Downtown Day Service Center at 1313 New York Avenue, NW. Cards mailed here may be picked up weekdays between 12 PM and 1 PM. To update a mailing address, District residents may contact the Call Center at 202-727-5355.

Q. How may I apply for medical assistance benefits?

A. Applying for Medicaid:

- **Children (ages 0 – 20), parent/caretaker relatives, women who are pregnant, and adults (ages 21 – 64) without dependent children may apply:**
 - Online at www.DCHealthLink.com, or
 - By phone with the DC Health Link Customer Service at 1-855-532-5465, or
 - By submitting a completed application (applications available at DCHealthLink.com) by fax (202-671-4400) or via mail to:

*DC Department of Human Services
Economic Security Administration
Case Record Management Unit
P.O. Box 91560
Washington, DC 20090*

- **Residents 65 and older, blind or disabled may apply:**
 - By downloading a Combined Application at dhs.dc.gov/service/apply-benefits and submitting their completed and signed Combined Application to DHS via mail or fax.



- **Individuals applying for Long Term Care services and supports may apply:**
 - For individuals living or transitioning to a nursing facility:
 - By submitting applications through a DC Medicaid nursing facility provider
 - For individuals seeking home and community-based services:
 - For the Elderly and Persons with Disabilities (EPD) Waiver Program:
 - By contacting the Department of Aging and Community Living at 202-724-5626 or email at Ask.ADRC@dc.gov.
 - For the Intellectual or Developmental Disabilities (IDD) Waiver Program:
 - By contacting the Department of Disability Services at 202-730-1700 to schedule an appointment.

Q: If I am receiving medical assistance, am I required to report individual or household changes in circumstance?

A: No. Reporting changes to individual or households changes is not required during the COVID-19 public health emergency.

Q: I am applying for Alliance coverage. Should I visit a DHS Service Center for an in-person interview?

A: No. During the COVID-19 public health emergency, in-person interviews are temporarily suspended.

Q: What documentation is required to apply for medical assistance?

A: Residents may self-attest to all verification requirements except U.S. citizenship and eligible immigration status during the COVID-19 public health emergency. DHS may verify eligibility factors after coverage has been provided. Applicants will need to provide verification once the Emergency has ended.

Q: Are child support sanctions in place?

A: At this time, no child support sanctions will be done as residents are unable to fully comply at this time.

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