

## TEFRA Checklist

For the Department of Human Services:

- A completed **PS-1**, also known as the **Request for Benefits**; visit this link and search for PS-1: <http://www.okdhs.org/library/forms/>
- Most recent 30 days of pay stubs and resources** of all the family members in your home (this includes bank statements, trusts, etc.)
- Child's **birth certificate and social security card**
- The form **FSS-1** will be completed at your interview with your DHS case worker

This information will be used to verify if your family qualifies for any DHS services. If your family is over income for SoonerCare, only your child's income and resources will be counted for TEFRA

For the Oklahoma Health Care Authority:

- A completed **TEFRA-1**, also known as the **Physician Assessment for TEFRA** (it must be signed and dated by parent, primary care physician, and DHS case worker and must be fully filled out, if not, it can cause a delay)
- The **denial letter from Social Security** verifying that you have applied for SSI for the child but have been denied
- The **Sooner Start IFSP with Battelle** test if the child is under three
- The child's **most recent school IEP** if they are school age and on a plan. If your child is home schooled, home bound or is otherwise not able to attend and is not on an IEP, provide **therapy reports from any therapists he/she is seeing**
- Current medical** (from last 90 days) information which explains your child's disability and how it affects him/her. If current medical information is not available, your PCP can write a **detailed medical summary** explaining the child's current condition and how it affects him/her. Your PCP must sign and date this summary. These need to be very detailed and more than a diagnosis
- A **written declaration of all monthly out of pocket expenses** you spend for medication, equipment and therapies (what you actually pay; not include what your insurance also pays for)
- It is possible that a **psychological evaluation** may be needed as well. For those children, a psychological evaluation should be administered after the child's 3<sup>rd</sup>, 6<sup>th</sup> and 16<sup>th</sup> birthdays. The evaluation needs to be completed by a state licensed psychologist, a school psychologist or a school psychometrist. The evaluation needs to include IQ scores and composite functioning age in years and month

For more information, please visit:

<http://www.okdhs.org/programsandservices/health/tefra/docs/tefra.htm>