

**NUMBER**

#26-21-04

**DATE**

May 1, 2026

**OF INTEREST TO**

County Directors

Social Services Supervisors and  
Staff

Financial Assistance Supervisors  
and Workers

Tribal Chairpersons and Tribal  
Health Directors

Navigators, Certified  
Application Counselors, and  
Brokers

**ACTION/DUE DATE**

Effective July 1, 2025

**EXPIRATION DATE**

May 1, 2028

## DHS Continues Certain Minnesota Health Care Programs Ex Parte Renewal Policies

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### TOPIC

Minnesota Health Care Programs (MHCP) eligibility policies related to ex parte renewals.

### PURPOSE

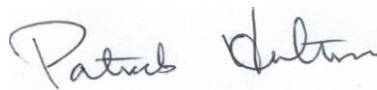
This bulletin permanently continues policies related to ex parte renewals for MHCP enrollees.

### CONTACT

County and tribal agencies can submit policy questions via HealthQuest. All others can direct questions to:

Health Care Eligibility and Access Division  
PO Box 64989  
540 Cedar Street  
St. Paul, MN 55164-0989

### SIGNED



PATRICK HULTMAN  
Deputy Medicaid Director  
Department of Human services

### TERMINOLOGY NOTICE

The terminology used to describe people we serve has changed over time. The Minnesota Department of Human Services (DHS) supports the use of "People First" language.

## I. Background

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Federal Medicaid regulations require that states attempt to confirm a Medical Assistance (MA) enrollee's eligibility using information in the case file and reliable electronic sources before sending a paper renewal form and requesting information from the enrollee. If the enrollee's eligibility can be confirmed, eligibility is renewed, and a renewal form is not needed from the enrollee. This simplified renewal process is known as the "ex parte" or "auto renew" process. During the unwinding from the COVID public health emergency, the Department of Human Services (DHS) requested, and the Centers for Medicare & Medicaid Services (CMS) approved federal waivers permitting temporary strategies to increase successful ex parte MA renewals and reduce enrollee closures for failure to return a renewal form.

In October 2023, DHS published [Bulletin #23-21-23](#) announcing temporary renewal strategies to support ex parte renewals for MA for Persons who are Age 65 or Older, Blind, or who have a Disability (MA-ABD), Medicare Savings Programs (MSP), Medical Assistance for Families with Children and Adults (MA-FCA) and MinnesotaCare enrollees. On May 21, 2024, DHS issued [Bulletin #24-21-05C](#) announcing the extension of the federal waiver authorities for the temporary renewal strategies through June 30, 2025.

In November 2024, CMS issued guidance permitting states to use some of the ex parte renewal strategies ongoing without federal waivers, but with limits added.

This bulletin permanently continues policies that have been in place for ex parte renewals, with new limits added, effective for renewals initiated July 1, 2025 and later.

## II. Ex Parte Renewal Strategies

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### A. MA-ABD and MSP

Eligibility for an enrollee who meets all other MA-ABD or MSP eligibility factors will be renewed via the ex parte process if any of the following apply:

- The enrollee only had Retirement, Survivors, and Disability Insurance (RSDI) or Railroad Retirement Benefits at the time of the most recent previous MA-ABD or MSP determination.
- The enrollee's income for purposes of determining Supplemental Nutrition Assistance Program (SNAP), Minnesota Families Investment Program (MFIP) or Tribal Temporary Assistance for Needy Families (TANF) benefits was determined to be at or below 100% of the federal poverty guideline (FPG).
- The enrollee had zero income previously verified for eligibility, and the electronic data sources queried during the ex parte renewal process return no income data.

The zero-income strategy can be used for no more than three consecutive renewals. DHS instructed workers to note when the zero-income strategy is used to renew an enrollee's eligibility starting in August 2025 for November 2025 ex parte renewal processing. After the zero-income strategy is used for three consecutive ex parte renewals, it cannot be used a fourth time, even if the enrollee still has zero income and electronic data sources return no data. If income eligibility cannot be confirmed for the fourth renewal using the SNAP, MFIP or Tribal TANF strategy or using data returned from electronic sources, the enrollee must not be renewed ex parte and must be mailed a paper renewal to complete and return.

## **B. MA-FCA and MinnesotaCare**

The Minnesota Eligibility Technology System (METS) will renew eligibility for enrollees who meet all other non-financial eligibility factors when either of the following occur:

- The enrollee has zero income previously verified for eligibility, and the electronic data sources queried during the ex parte renewal process return no income data.
- The enrollee has income above zero and at or below 100% FPG for the family size previously verified for eligibility, and electronic data sources queried during the ex parte renewal process return no income data.

These ex parte renewal strategies can each be used for no more than three consecutive renewals. METS began tracking in July 2025 (with the October 2025 renewal cohort) to ensure an enrollee's eligibility is not renewed more than three consecutive times using the zero-income strategy or three consecutive times using the 100% FPG strategy. After a strategy is used for three consecutive renewals, if the enrollee's income eligibility cannot be confirmed using the other strategy or by data returned from electronic sources, METS will generate and mail the enrollee a paper renewal to complete and return.

In June 2025, DHS discontinued the temporary strategy to renew MA-FCA and MinnesotaCare cases when one or more enrollees due for renewal had gross income verified for SNAP, MFIP or TANF benefits at or below the enrollee's applicable income limit. DHS applied this strategy for the last time to MA-FCA renewals in the September 2025 renewal cohort.

## **IV. Action Required**

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County and tribal workers must follow the policies outlined in this bulletin and instructions issued in advance of and following publication of this bulletin.

## V. Legal Authority

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CMCS Informational Bulletin (November 2024) Use of Unwinding-Related Strategies to Support Long-Term Improvements to State Medicaid Eligibility and Enrollment Processes

### **Americans with Disabilities Act (ADA) Advisory**

This information is available in accessible formats for people with disabilities by calling 651-297-3862 or toll free at 800-657-3672 or by using your preferred relay service. For other information on disability rights and protections, contact the agency's ADA coordinator.