

SSI Case Management

What is SSI?

SSI stands for "Supplemental Security Income". A person is eligible for SSI when they meet the criteria for disability as outlined by the Social Security Administration. For more information, visit your local Social Security Administration office (see area locations in the box at right), call 1-800-772-1213, or visit the SSA Web site at www.ssa.gov.

What does the SSI Case Management Unit at HCJFS do?

SSI Case Management serves individuals with disabilities who have active cases at HCJFS to improve the quality of their lives while honoring diversity.

SSI Case Management counsels, educates, supports and advocates for customers in the least intrusive manner, respecting privacy, dignity and respect of the customer while assisting in securing financial, medical, and community services to empower individuals and enhance self-sufficiency.

SSI Case Management staff work with customers **in person** to help customers to apply for or appeal a disability claim at the Social Security Administration. The process can be explained in greater detail when we meet with you.

Does HCJFS help people apply for SSI?

Only if there is a reason a person cannot complete the application on his or her own. For example, if the applicant has trouble reading, writing, or cannot complete the application due to a disability, HCJFS staff in the SSI Case Management Unit will be able to help.

HCJFS's SSI Case Management staff can help anyone who receives a notice that their application has been denied.

How do I apply for SSI?

The process can and should start when there is a diagnosis that prevents employment for a period of at least twelve months. The Social Security Administration has its own definition of a disability that must be met. From time to time, an individual may be found eligible due to a combination of conditions that, when considered together, can be considered as disabled.

HOW TO APPLY

Individuals outside the agency may apply:

- on-line at www.ssa.gov,
- by telephone at 1-800-772-1213, or
- in person at local SSA offices in this area.

Offices in Southwest Ohio include:

- 550 Main St., 2nd floor, Cincinnati
- 15 E. Sunnybrook Dr., Roselawn, or
- 1050 Hospital Dr., Batavia (Clermont County)

STEPS TO APPLY

There are five levels of application:

- **INITIAL APPLICATION**
- **REQUEST FOR RECONSIDERATION**
- **REQUEST FOR HEARING BY ADMINISTRATIVE LAW JUDGE**
- **APPEALS COUNCIL**
- **FEDERAL COURT**

You may not need to go through each step, but HCJFS's CMS staff can help you through the process if you are denied.

Keep in mind that applications require listing of treatment sources, doctors, psychiatrists, hospitals, etc. Medications must be noted and if necessary side effects that would prevent employment.