

# Filing for Veterans Administration benefits?

## Bring these documents...

Hamilton County Veterans Services staff can help you obtain your Veterans Administration benefits, but each type of claim requires some back-up documentation. Below is a checklist of items you'll need to successfully process your claim. The VA requires that all items be submitted together, so make sure to gather these before visiting Veterans Services. See page 2 for an explanation of each item and special requirements.

Claim type	Documents needed
<p><b>Service-connected compensation</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> VA claim/file number</li> <li><input type="checkbox"/> DD-214/Report of Separation</li> <li><input type="checkbox"/> Dependents' vital and income information (if applicable)</li> <li><input type="checkbox"/> Direct deposit</li> <li><input type="checkbox"/> Social security number</li> <li><input type="checkbox"/> Service Medical Records</li> </ul>
<p><b>Non-service-connected pension</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> VA claim/file number</li> <li><input type="checkbox"/> DD-214/Report of Separation</li> <li><input type="checkbox"/> Dependents' documents</li> <li><input type="checkbox"/> Direct deposit</li> <li><input type="checkbox"/> Social security number</li> <li><input type="checkbox"/> Income information (current statements for proof of income)</li> <li><input type="checkbox"/> Medical expenses paid</li> <li><input type="checkbox"/> Social security benefits</li> <li><input type="checkbox"/> Medical evidence</li> </ul>
<p><b>Survivor Benefits</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> VA claim/file number</li> <li><input type="checkbox"/> DD-214/Report of Separation</li> <li><input type="checkbox"/> Marriage Certificate</li> <li><input type="checkbox"/> Direct deposit</li> <li><input type="checkbox"/> Social security number of Veteran</li> <li><input type="checkbox"/> Income information (current statements for proof of income)</li> <li><input type="checkbox"/> Medical expenses</li> <li><input type="checkbox"/> Social security benefits</li> <li><input type="checkbox"/> Medical evidence</li> <li><input type="checkbox"/> Death certificate</li> <li><input type="checkbox"/> Burial/death benefits</li> </ul>
<p><b>Health care</b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Social security number</li> <li><input type="checkbox"/> Income information (past calendar year or tax return)</li> <li><input type="checkbox"/> Medical expenses</li> <li><input type="checkbox"/> DD-214/Report of Separation</li> <li><input type="checkbox"/> Dependents' vital and income information (if applicable)</li> </ul>



## Hamilton County Veterans Service

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# Required documentation explained...

Required Documentation	Explanation
<b>Aid and attendance or homebound benefits</b>	<ul style="list-style-type: none"> <li>- Nursing home: statement must contain the date admitted, monthly charges, if the patient is receiving skilled nursing care and if the patient has Medicaid.</li> <li>- Assisted care living facility: statement must give the total monthly amount charged and indicate how much of this amount is for medical care.</li> </ul> <p><u>Note:</u> Applicant must have 90 days or more active duty time, and at least one day must have been during a war time period. If service occurred after Sept. 1980 and applying for pension, veteran must have served a minimum of 24 consecutive months.</p>
<b>Burial/death benefits</b>	Paid receipt for funeral expenses and burial plot of the veteran. Receipt must show the total expense, amount paid, date paid and whose funds were used.
<b>VA claim/ File number</b>	A number assigned by the VA when a claim is filed (disability or educational benefits). The VA will assign a claim/file number if you have never filed a claim.
<b>Death certificate</b>	Widow/widower of the veteran must provide the death certificate (long form) showing cause of death.
<b>Dependents' documents</b>	<ul style="list-style-type: none"> <li>- Marriage certificate if available, and names, dates and places of previous marriages.</li> <li>- Social security numbers, birth certificates or adoption papers for all dependent children. A dependent child is a child up to 18 years of age (up to 23 if enrolled in school or college) or any child who before the age of 18 becomes permanently disabled (helpless child) with supporting medical statement.</li> </ul>
<b>DD-214/Report of Separation</b>	<ul style="list-style-type: none"> <li>- Must be the original or a certified copy from the military or clerk of the court. Notarized copies are not acceptable.</li> <li>- Separation documents must give date of entry into active duty and date of separation from active duty. All enlistments must be provided (if there are more than one), unless the last document gives both the original date of entry and last date of separation.</li> <li>- An honorable discharge certificate is not acceptable, unless the reverse side gives the above-mentioned information.</li> </ul>
<b>Direct Deposit</b>	Bring voided check, so that direct deposit can be set up when awarded VA benefits (or routing and account number)
<b>Income information</b>	<p>Current statements for proof of income.</p> <p>Definition of income: Employment of any dependents; income from insurance retirements, pensions or annuities; interest from checking/savings or any bank account; workers' compensation; IRA/Keogh accounts; stocks; bonds; mortgages; rental properties, etc. Include the balance of any accounts.</p>
<b>Medical evidence</b>	For veteran only. For veterans under the age of 65, provide diagnosis of permanent and total disability. If over the age of 65, the VA assumes the veteran is disabled.
<b>Medical expenses</b> <u>Note:</u> Not for original non-service connected pension claim unless income exceeds allowed limit.	Definition of medical <u>expenses</u> : This is the total amount paid out of pocket for which you were not reimbursed through Medicare or private health insurance. This includes eye-glasses, health insurance payments (private and Medicare), nursing home charges, assisted care living facility charges for medical care, and prosthetics.
<b>Social Security numbers</b>	For veteran and all dependents.
<b>Social Security benefits</b>	<p>Provide current benefit letter for veteran and all dependents. This is the latest letter giving the monthly benefit amount you receive at this time.</p> <p><u>Note:</u> The VA will not accept a copy of a bank statement, a check or a previous year's total Social Security earnings report. If you can't find the current benefit letter, call 1-800-772-1213 to request one.</p>