



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance
600 Washington Street • Boston, MA 02111

JANE SWIFT
Governor

ROBERT P. GITTENS
Secretary

JOHN A. WAGNER
Commissioner

Field Operations Memo 2002-27
November 22, 2002

To: Transitional Assistance Office Staff

From:  Cescia Derderian, Assistant Commissioner for Field Operations

Re: TAFDC APs Receiving SSI

Overview

A recent match with BENDEX/SDX files indicated that 289 currently active TAFDC APs (Assessed Persons) are receiving SSI. The same match also indicated that a number of EAEDC APs are receiving SSI. These EAEDC APs will be processed (closed) by Central Office. *No additional AU Manager action is required for the EAEDC APs.*

While some of the TAFDC APs may be appropriately receiving the SSI benefits for a dependent not included in the TAFDC AU, a review of these TAFDC APs is required by AU Managers to determine which APs can remain active and which need to be closed.

A list of the impacted TAFDC AUs will be sent electronically to the TAOs. Once the EAEDC APs have been processed by Central Office, the list of impacted EAEDC APs (for informational purposes only) will be faxed to the TAOs.

AU Manager Actions

AU Managers must take the following action when reviewing the impacted TAFDC APs:

- Review the AU record to determine for whom the TAFDC AP is receiving the SSI payment;
 - Review that AP's status;
 - If the AP is closed, enter that the AU has been reviewed on the Narratives tab;
- or

**AU Manager
Actions
(continued)**

- If the AP is open, go to the AU Composition Results window to close that AP:
 - Highlight and select the appropriate AP;
 - Select “Disability” as the Reason Category;
 - Select “Eligibility for SSI” as the Reason;
 - Determine how this AP change impacts the AU’s exempt/nonexempt status and change that status, if appropriate on the Work Requirements window;
 - Determine if the 24-month clock needs to be adjusted (having months removed from the count);
 - Add the SSI benefit amount to the Other Income Window as Countable for FS Benefits, if appropriate; and
 - Authorize these actions on the Interview Wrap-up window.

**Supervisor
Actions**

Supervisors must authorize these pending transactions before close of business December 4, 2002.

**Clients with
RSDI and/or SSI
View Reminders**

AU Managers are reminded to check the “Clients with RSDI and/or SSI” View daily and take appropriate action on the APs receiving RSDI/SSI:

- The View is a list of all APs receiving RSDI and/or SSI. These APs will remain on the View until they are no longer receiving the RSDI and/or SSI.
 - The View should be checked every day.
 - The View should be sorted by Entered Date to view the most recently updated APs by clicking on the Entered Date column.
 - TAFDC APs whose SSI Amount changes from \$0 to an “amount greater than \$0” should be removed from the TAFDC AU by the AU Manager.
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**Clients with
RSDI and/or SSI
View Reminders
(continued)**

- Except for the receipt of new SSI for TAFDC APs, no AU Manager action is required on the View. The AUs will be automatically recalculated by the batch eligibility process.
 - No AU Manager action is required on EAEDC APs whose SSI Amount changes from \$0 to “an amount greater than \$0.” These APs will be removed from the EAEDC AU by Central Office staff.
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Questions

If you have any questions, have your Hotline designee call the Policy Hotline at 617-348-8478. Systems questions should be directed to the Systems Customer Support Services at 617-348-5290.
