



*Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance*




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**Online Guide Transmittal 2017-68
September 29, 2017**

To: Department of Transitional Assistance Staff
From:  Sarah Stuart, Associate Commissioner for Change Management
 Paul Sutliff, Assistant Commissioner for Field Operations
Re:  TAFDC and EAEDC: Cash Cases With Potential Earnings

Overview

TAFDC and EAEDC clients must report any new income or a change in income over \$100 a month to DTA within 10 days. DTA receives information about certain TAFDC and EAEDC clients with potential earnings from the Department of Revenue.

In an ongoing effort to ensure program integrity and client access, DTA has developed a method to utilize and process wage information received via data matches with the Department of Unemployment Assistance, Department Of Revenue, and Equifax Workforce Solutions' subscription employment verification service called "The Work Number."

Purpose

The purpose of this Online Guide Transmittal is to advise staff of procedures for processing this match data and updates to the Online Guide.

**New Online
Guide Pages**

Topic: Cross Program
Book: External Agency Matches
Page: Reviewing Potential Earnings Data

Topic: Cross Program
Book: External Agency Matches
Page: Completing the Cash Cases With Potential Earning Report
Spreadsheet

Questions

If you have any policy or procedural questions, after conferring with the appropriate TAO personnel, please have your Systems Information Specialists or TAO management email the DTA Mailbox.

Systems issues should be directed to the Systems Support Help Desk.
