



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


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**Online Guide Transmittal 2019-35
May 2, 2019**

To: Department of Transitional Assistance Staff
From:  Paul Sutliff, Assistant Commissioner for Programs and Field Operations
Re: SNAP: Verifying 40 Quarters

Overview

Legal Permanent Residents (LPRs) with 40 qualifying work quarters are eligible for SNAP benefits. Additionally, federal regulations allow the Department to issue SNAP benefits for six months to LPRs who self-declare that they have 40 qualifying work quarters. **But to continue issuing such benefits after six months, the Department requires documentary evidence.**

To help the Department obtain this verification, SSA has developed the Quarters of Coverage History System (QCHS). QCHS enables the Department to obtain work quarter verification electronically. QCHS requests are sent through BEACON based on information entered into the appropriate pages. After six months, the results from the work quarter request can be viewed in the Mango Report Viewer on the BEACON home page.

When dealing with LPR applicants who claim to have 40 qualifying work quarters, case managers must accurately enter the applicant's non-citizen information in the BEACON Legal Permanent Resident page so that the QCHS request is sent. This will allow eligible LPRs to continue receiving SNAP benefits without interruption.

Purpose

The purpose of this Online Guide Transmittal is to advise staff of:

- procedures for sending and retrieving a QCHS request;
 - how to read QCHS verification; and
 - updated Online Guide content
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**Revised Online
Guide Pages**

Topic: SNAP
Book: Eligibility Requirements
Chapter: Noncitizen
Page: Verifying 40 Quarters

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.
