



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

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**Online Guide Transmittal 2019-41
August 8, 2019**

To: Department of Transitional Assistance Staff
From: Paul Sutliff, Assistant Commissioner for Programs and Field Operations
Re: TAFDC: Removal of the Self-Sufficiency Specialist (SSS) Caseload Cap

Overview

Self-Sufficiency Specialists (SSS) provide intensive case management and support to TAFDC grantees who are 23 years of age (up to their 24th birthday) or younger. SSSs work with families to develop a solid foundation including establishing education, training and employment goals as well as strategies to help with any challenges the family may have as they transition to economic mobility.

The regulatory language that limited the SSS caseload to 60 active families has been removed. BEACON and Department procedures have been updated to reflect this change.

Purpose

The purpose of this Online Guide Transmittal is to Notify staff of changes to BEACON and procedures regarding SSS caseloads.

**Updated Online
Guide Pages**

Topic:	EAEDC
Book:	Basic Care Activities and Maintenance
Chapter:	Views
Page:	Daily Priority Actions Views
Topic:	TAFDC
Book:	Program Nonfinancial Requirements
Chapter:	Work Program Requirements
Page:	Work Program Requirements Overview
Topic:	TAFDC
Book:	Services
Chapter:	Self-Sufficiency Specialist
Page:	Self-Sufficiency Specialist (SSS) Duties
Topic:	TAFDC
Book:	Services
Chapter:	Self-Sufficiency Specialist
Page:	AU Reassignment Recommendation Page
Topic:	TAFDC
Book:	Basic Care Activities and Maintenance
Chapter:	Views
Page:	Daily Priority Actions Views

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 them to DTA.Procedural Issues Mailbox.

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