



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


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**Online Guide Transmittal 2021-58
July 14, 2021**

To: Department of Transitional Assistance Staff
From:  Sarah Stuart, Associate Commissioner for Change Management
Re: SNAP: COVID-19 Streamlined Recertification Process and Interview Waiver

Overview

As the Department continues applying the flexibilities permitted under the Continuing Resolution Bill, the COVID-19 recertification guidance in Online Guide Transmittal [2020-82](#) is being transferred into the Online Guide. Furthermore, the guidance has been updated to include answers to commonly raised questions, procedures that have been issued since the November 2020 deployment of 2020-82, and a procedural change involving households with earned income.

Systems changes are planned to take effect on July 16th, so that **BEACON will no longer automatically process COVID-19 recertifications for households with earned income on record.** Staff are reminded that, although COVID-19 recertification households are otherwise recertified using the IR procedures, these households must verify earned income whenever a member has earnings, even if the earned income amount has not changed (or has only changed by less than \$100 since the previous certification).

Staff are also reminded that, just as clients are never required to complete an interview at IR, **COVID-19 recertification households are never required to complete an interview at recertification.** However, a relatively small number of SNAP households will receive the regular recertification form; **these (non-COVID-19 recertification) households are waived from the interview requirement if they have no outstanding mandatory verification.**

Purpose

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

- the procedures previously outlined in 2020-82 and 2020-68 have been uploaded to the COVID-19 Online Guide book;
 - automated processing at recertification will no longer apply to households with earned income on record; and
 - the guidance now includes the procedures for handling non-COVID-19 recertifications.
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**New Online
Guide Pages**

Book:	COVID-19
Page:	COVID-19 Streamlined SNAP Recertification Process and Interview Waiver

**Obsoleted
Online Guide
Transmittals**

This Transmittal obsoletes Online Guide Transmittals 2020-82 and 2020-68.

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.

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