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Operations Memo 2013-27
June 14, 2013

To: Department of Transitional Assistance Staff

From:  Stephanie Brown, Assistant Commissioner for Policy, Program and External Relations

Re: External Agency Data Matches: Lottery, County Prisons, Department of Corrections and Death

Overview

To enhance program integrity the Department has been granted access to several state and federal databases with the goal of helping reduce payment error. This access enables DTA to automate matching with the Massachusetts Lottery Commission (MLC), county prisons, the Massachusetts Department of Corrections (DOC), and agencies that provide information for the Death Match, the Massachusetts Department of Public Health (DPH)/United States Department of Commerce and the Social Security Administration (SSA).

Purpose of Memo

The purpose of the memo is to:

- Inform TAO staff of the six matching capabilities now available to the Department;
 - explain the automated match process; and
 - advise TAO staff that no case manager intervention is required.
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**External Agency
Data Matches**

Beginning June 14, 2013, matches with the lottery commission and with certain county prisons will be implemented. The Department of Corrections match and Death match with DPH, the Department of Commerce and SSA will be run at a later date. DTA staff will be notified when they are implemented. All matches will be dispositioned by the Department's Fraud Investigation and Data Match (FIDM) unit at the time of the match results.

The following matches have been automated:

Lottery Match

- **Lottery Match:** The Department will match the cash and SNAP database with the Massachusetts Lottery Commission (MLC).

This match will be run weekly for all active, pending, and ineligible cash and SNAP clients. There must be an exact match to the client's SSN, first and last name. The BEACON narrative will automatically be annotated with the action taken.

For cash programs, lump sum payments are considered countable income (see TAFDC policy at 106 CMR 204.240 and EAEDC policy at 106 CMR 321.240 (B).) Based on the amount received, the period of ineligibility will be automatically determined (see TAFDC Policy at 106 CMR 321.240 (D) and EAEDC policy at 106 CMR 204.240 (D).)

If a match record exists and the cash case is in an active or pending status, a new income record will be created in the Other Income page with the income source of Gambling Winnings. The Lump Sum page will be updated automatically and a new EBC calculation will be run. If the household was overpaid, an overpayment referral with the source of lottery will be automatically created.

For the SNAP program, a lump sum payment is considered an asset in the month received (see SNAP policy at 106 CMR 363.130 (D) and 363.230 (I)). If not categorically eligible, the household is subject to an asset limit. An Accounts Receivable (AR) referral will be created for the household. No further processing is required for that record.

If only the SSN of a client is matched, the client name will appear on the new Lottery View page, which is only available to the FIDM unit. The match will be investigated by FIDM to determine its validity. No case manager action is needed.

**External Agency
Data Matches
(cont.)**
Prison Matches

- **County Prisons:** The Department will run monthly matches with the following county prisons: Berkshire, Hampden, Plymouth and Rhode Island.
- **Department of Corrections (DOC):** The Department has launched a new weekly match with the Massachusetts DOC to supplement the existing federal SSA Prisoner Verification System monthly match. This process should reduce the lag time between incarceration and termination of benefits. (Match will be implemented at a later date.)

Incarcerated individuals are disqualified from receiving cash and SNAP benefits (See TAFDC policy at 106 CMR 203.655 (B), EAEDC policy at 106 CMR 320.550 (B) and SNAP policy at 106 CMR 361.240 (B).)

A weekly match will be run for all active and pending cash and SNAP clients. For the Department to act on a match, an exact match to the client's SSN, first and last name, and date of birth must occur.

If the client has been incarcerated for over 30 days, regardless of whether he or she has been released, and is if the client is in an active status during the incarceration the record will be processed as follows:

- an automatic closing of the case will occur, if the case is a one person household or all members are incarcerated; otherwise, only the client who is incarcerated will be closed.
- an accounts receivable (AR) referral will be created;
- a BEACON-generated termination notice will be sent to the incarcerated client; and
- the BEACON narrative will automatically be annotated explaining the action taken.

No action will be taken on individuals who are in an active status and have been incarcerated less than 30 days.

If there is a mismatch with the client's SSN, first and last name or date of birth, the client name will appear on the new Prisoner view page, which is only available to the FIDM unit. The match will be investigated by FIDM to determine its validity and take the appropriate action. No case manager action is needed.

**External Agency
Data Matches
(cont.)**
Death Match

- **Death Match:** The Death Match is based on information received from the:
 - Dept. of Public Health (DPH)
 - U.S. Dept. of Commerce Death Master File
 - Social Security Administration (through SDX, BENDEX, SVES)

For all households, once the match is received by Central Office, the FIDM unit will close the dependent or case (whichever is appropriate). The information will display in the:

- Match History tab (including all information used to close the case);
- AU Composition Results page;
- Closed/Denied Within Last Two Months view; and
- the Document History tab.

Note: the BEACON narrative will automatically be annotated explaining the action taken.

Overpayment
Referrals

If any of these matches result in an overpayment, the FIDM will create an Accounts Receivable (AR) referral to recoup any benefits paid in error and pursue any Intentional Program Violation (IPV) or legal action. No case manager action will be required.

Actuate Reports

Two new Actuate reports, a Death Match Summary and Death Match Detail report, will be created identifying this information. The Summary report will be placed in the Matches – Managers_ Supervisor’s folder. The Details report will be placed in the Matches – Detail folder.

Note: If a case manager receives any information about a client’s death before it is acted upon by the FIDM unit, the information should be addressed and dispositioned by the case manager based on current practice.

Questions

If you have any questions, please have your Hotline designee call the Policy Hotline.
