



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance
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Field Operations Memo 2007- 9
February 16, 2007

To: Transitional Assistance Office Staff
From:  John Augeri, Assistant Commissioner for Field Operations
Re: BEACON TAFDC Work Requirements Window – Orientation Date Field

Purpose of Memo

The purpose of this Field Operations Memo is to inform TAO staff that effective immediately, AU Managers must no longer enter dates in the “Orientation Date” field on the BEACON TAFDC Work Requirements window. After April 1, 2007, the Orientation Date field will have a new purpose. Designated DTA staff will use this field to monitor and track Employment Services Program information for TAFDC applicants/reapplicants.

What to Do

Currently, AU Managers receive a BEACON edit message when reopening a TAFDC AU that has a previously entered Orientation Date for any AU member. The message reads:

Please enter an Orientation Date that is no earlier than the application date.

When this message displays, AU Managers must delete the existing date. **AU Managers must not enter another date in this field.**

This will allow the work requirements exemption status for the AU to be updated and allow the reopening to continue.

Questions

If you have any questions, please have your Hotline designee call the Policy Hotline at 617-348-8478.
