



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

DEVAL L. PATRICK
Governor

JOHN W. POLANOWICZ
Secretary

STACEY MONAHAN
Commissioner

**Operations Memo 2014-21
March 6, 2014**

To: Department of Transitional Assistance Staff

From: *JL* Lydia Conley, Acting Assistant Commissioner for Policy, Program and External Relations

Re: TAFDC, EAEDC and SNAP – New York State Match

Overview

The Department's Program Integrity unit currently matches with the Public Assistance Reporting Information System (PARIS) on a quarterly basis to identify any clients in Massachusetts that are or were receiving assistance at the same time in another state. The PARIS match is not verified upon receipt and requires that any states identified as possibly providing a client duplicate assistance be contacted and the information be verified for accuracy.

In an ongoing effort to enhance program integrity, the Department has begun directly matching with the New York State Office of Temporary and Disability Assistance (OTDA) on a **monthly** basis.

The New York State Match is considered verified upon receipt, enabling the Department to act immediately on the data. This match is intended to prevent instances of duplicate assistance.

Effective with BEACON Build 46.1, which took place on February 10, 2014, a new Match group was created in the Match History tab for the New York State Match.

Purpose of Memo

The purpose of this Operations Memo is to:

- inform staff of the New York State Match interface capabilities available to the Department;
 - explain the match interfacing process automated for active cases;
 - advise TAO staff about a new match tab in BEACON for pending clients; and
 - provide instructions for processing the New York State Match for pending cases.
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New York State Match Initiation

On February 28, 2014, DTA initiated the New York State Match process by sending a file to New York State containing BEACON data for clients with a status of “pending”, “active” or “ineligible” in all active or pending TAFDC, EAEDC and SNAP cases.

New York State will return a file with data for clients matched for receiving benefits in the State of New York. Upon the receipt of the file, the automated and manual processes described in this memo will take effect.

BEACON Changes

Effective with BEACON Build 46.1:

- a new External Agency Match view was created. “New York State Match” will be available with the following fields:
 - Client (Name);
 - SSN (or temporary identification number);
 - New York Match Type;
 - EBT Last Transaction (date and location used);
 - Match (set by BEACON based on the values of SSN, Name, and Birth Date returned from New York);
 - Grantee;
 - Verified (a Yes or No radio button to indicate if the match information has been indicated as verified by the Fraud Investigation and Data Match (FIDM) staff or case manager); and
 - TAO.
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**BEACON
Changes
(continued)**

- a “New York State Match” Detail page was created. The page will display client information as well as EBT information and program start and stop information; and
 - TAO staff and the Fraud Investigation and Data Match (FIDM) unit will be able to access the New York State Match view and the New York State Match Detail page. However, updates to the Match Detail page will be limited to FIDM.
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**New York State
Match:**

In March 2014, the following automated functionality will take place for the New York State Match:

*Active Clients
Matched*

- BEACON will send a file of all pending and active TAFDC, EAEDC or SNAP cases for clients with a status of pending, active or ineligible in the cases to the State of New York on a monthly basis.
- A match file will be returned for any clients and household members in these cases who are also receiving TANF (TAFDC equivalent), General Assistance (EAEDC equivalent) and SNAP benefits in the State of New York.
- If there is an exact match with a head of household who is receiving benefits in New York State, BEACON will automatically close the entire case with the closing reason: “Receiving assistance from another State or County”. The client will receive an EBC closing notice. The Narrative tab will be annotated with a message displaying the name of the client and that he/she is receiving benefits in the State of New York as of the match date.
- If there is an exact match with an adult household member(s) who is receiving benefits in New York State, BEACON will automatically close the individual member(s) with the closing reason: “Receiving assistance from another State or County.” A standard EBC closing notice will be sent. The Narrative tab will be annotated with a message displaying the name of the household member(s) and that he/she is receiving benefits in the State of New York as of the match date.

Note: In instances where there is not an exact match, or if the match is for a dependent child, the case will appear on the New York State Match view for processing by the FIDM unit. **No case manager action is needed to process these cases.**

New York State Match:

For clients that are in a pending status and for whom an exact match is returned from New York State, the matched information will display on the New York State Match tab.

Pending Clients Matched

The case manager must take the following action:

- If there is an exact match with a head of household who is receiving benefits in New York State, the case manager must deny the case by selecting the denial reason: “Receiving assistance from another State or County.” A standard EBC denial notice will be sent. The case manager must annotate the Narrative tab accordingly regarding the reason for the case denial.
- If there is an exact match with an adult household member(s) who is receiving benefits in New York State, the case manager must deny the household member(s) by, under Program Rules, selecting the denial reason: “Receiving assistance from another State or County”. All pending cases for the remaining household members must be processed.

A Notice of Approval, Denial or Termination for Emergency Assistance Or Other Financial Services (NFL-9) must be issued manually to deny the individual member(s) according to current procedures. The case manager must annotate the Narrative tab accordingly regarding the member(s) denial.

Note: In instances where there is not an exact match, or if the match is for a dependent child, the case will appear on the new “New York State Match” view for processing by the FIDM unit. **No case manager action is needed to process these cases.**

Department staff will be notified when the New York State Match data is available in BEACON.

Policy References

TCAP - 106 CMR 701.110, 701.410, 702.110, 702.125, 702.130, 702.140, 702.300, 702.310, 702.320, 705.100.

SNAP - 106 CMR 361.050, 361.100, 361.500, 361.610, 361.700, 362.100, 366.910.

Questions

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