

## FYI

### Domestic Violence Victims and the Legal Change of Names and SSNs

In some instances, victims of Domestic Violence find it necessary to legally change their names and social security numbers to help prevent abusers from being able to locate them. If you become aware of such a situation, please have your Hotline Designees call the Policy Hotline for guidance on how the case should be handled on PACES and also how the actual case record should be maintained. In addition, please make sure the recipient is aware that the Department has Domestic Violence services and specialists available and that a referral is made to the specialist if the recipient requests one.

Detailed procedures for handling Domestic Violence cases are currently being developed and this information will be included in those procedures.

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### 3. Family Cap Children

**Error Circumstances:** A family cap child was properly excluded from the TAFDC grant. She was also excluded from the food stamp household. In addition, the child was receiving child support of \$100 per month with the first \$90 disregarded from both TAFDC and food stamp benefits.

**Solution:** Family cap children, while not part of the TAFDC grant, must be included in the same food stamp household with parents. That also means that their income and assets, if any, must also be included and counted. Also, since NO child support income is disregarded for food stamp benefits, the entire \$100 is countable.

Each of these errors reflects a misunderstanding or misapplication of policy. They have been made at the most recent certification. Each can be fixed and must be a focus of the household composition portion of the food stamp certification or when you look at the case for some other reason, such as case maintenance. If the proper people are not included or excluded correctly, most other calculations about income, assets and shelter expenses cannot be accurate.

Remember to assess the food stamp household based on Food Stamp Program rules, not on TAFDC rules!

In the coming months 'Transitions' will include a monthly feature much like this has been, with descriptions of actual errors and their solutions. I hope you will learn something from these and, together, we will turn our error rate problem around again. You have done it before and I am confident you will do it again.

Sincerely,



Claire McIntire  
Commissioner