



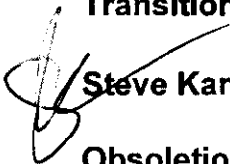
JANE SWIFT
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Executive Office of Health and Human Services
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WILLIAM D. O'LEARY
Secretary

CLAIRE MCINTIRE
Commissioner

Field Operations Memo 2001- 26 C
June 5, 2001

To: Transitional Assistance Office Staff
From:  Steve Kane, Acting Assistant Commissioner for Field Operations
Re: Obsolescence of Field Operations Memo 2001-26 A , *BEACON Release 2.0 Pre-Conversion Procedures*

Introduction Field Operations Memo 2001-26 A informed staff of pre-conversion activities necessary for the planned implementation of BEACON. That memo is obsolete.

Revised Case Processing Schedule The case processing schedule for June was modified due to the planned conversion activities. Some of those modifications remain in place and are being issued with this memo.

The AU Closing and Reduction Schedule for the second cycle June 2001 is found in Attachment A of this memo. The Case Processing for Cases Participating in Monthly Reporting Cycle Schedule for June is found in Attachment B of this memo.

Note: The Case Processing Schedules found in *Policy OnLine* will be updated as soon as possible. Until that occurs, AU Managers should use the schedules found in Attachments A and B.

Obsolete Material Field Operations Memo 2001-26 A *BEACON Release 2.0 Pre-Conversion Procedures*, is obsolete.

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

AU Closing and Reduction Schedule

Key Date: last date a transaction can be entered to pend for a negative action

Release Date: date that the transaction is released

Benefit Date: date any cash benefit is available

Closing Date: date that the case is closed

Second Cycle June 2001

SSN	0	1	2	3	4	5	6	7	8	9
Key Date	06/01	06/01	06/04	06/04	06/04	06/08	06/08	06/11	06/15	06/15
Release Date	06/13	06/13	06/14	06/14	06/14	06/21	06/21	06/21	06/25	06/26
Benefit Date	06/16	06/16	06/19	06/20	06/20	06/23	06/25	06/25	06/28	06/29
Closing Date	06/15	06/16	06/18	06/19	06/21	06/22	06/24	06/25	06/27	06/28

Case Processing — Second Quarter

Cases Participating in the Monthly Reporting Cycle Schedule for June 2001 Payment											
	SSN	0	1	2	3	4	5	6	7	8	9
Budget Month	From	04/01	04/02	04/04	04/05	04/07	04/08	04/10	04/11	04/13	04/14
	To	04/30	05/01	05/03	05/04	05/06	05/07	05/09	05/10	05/12	05/13
Week Ending Dates for MR Cases*	1st	04/07	04/07	04/07	04/07	04/07	04/14	04/14	04/14	04/14	04/14
	2nd	04/14	04/14	04/14	04/14	04/14	04/21	04/21	04/21	04/21	04/21
	3rd	04/21	04/21	04/21	04/21	04/21	04/28	04/28	04/28	04/28	04/28
	4th	04/28	04/28	04/28	04/28	04/28	05/05	05/05	05/05	05/05	05/05
** Possible Suspend	5th					05/05			05/12	05/12	
Report Month	From	05/01	05/02	05/04	05/05	05/07	05/08	05/10	05/11	05/13	05/14
	To	05/31	06/01	06/03	06/04	06/06	06/07	06/09	06/10	06/12	06/13
1st Filing Deadline		05/10	05/11	05/14	05/14	05/16	05/17	05/21	05/21	05/21	05/23
2nd Filing Deadline		05/21	05/21	05/24	05/24	05/29	05/29	05/31	05/31	05/31	06/04
*** PACES Update		05/29	05/30	05/30	05/31	06/04	06/05	06/06	06/06	06/08	06/11
Payment Month	From	06/01	06/02	06/04	06/05	06/07	06/08	06/10	06/11	06/13	06/14
	To	06/30	07/01	07/03	07/04	07/06	07/07	07/09	07/10	07/12	07/13
**** 1st Payment		06/01	06/02	06/04	06/05	06/07	06/08	06/09	06/11	06/13	06/14
Case Maint Update		06/13	06/13	06/14	06/14	06/14	06/21	06/21	06/21	06/25	06/26
2nd Payment		06/16	06/16	06/19	06/20	06/20	06/23	06/25	06/25	06/28	06/29

* Enter income received in these weeks
 ** Possible Suspension of Benefits in the Payment Month
 *** PACES Update Deadline - Last Day for Data Entry this Cycle's Benefits
 **** 1st Benefit Issue Date