

## From the Forms File

### Revised Forms

02-557-0608-05

*DVWR-CL (Rev. 6/2008)*

*Checklist for a Domestic Violence Waiver Request*

This form has been revised. In the fourth checkbox section, the page number listed has been changed from page 9 to page 4 due to the revision of the *Request for a Waiver of TAFDC Program Requirements Due to Domestic Violence (DVWR)* form. In the fifth checkbox, the revision date for the DVWR form has been changed from Rev. 2006 to Rev. 5/2008.

15-042-0608-05

*CTC (Rev. 6/2008)*

*Checklist for Transfer AUs*

This form has been revised. Questions have been added to prompt case managers to review the case and make appropriate BEACON window changes if the client who is being transferred has moved into or out of a waiver-approved area. Refer to Field Operations Memo 2008-33 for more information on the use of this form.



## From the Hotline

- Q.** Our TAO is currently implementing the new food stamp benefit procedures for verifying the disability of elderly non-citizens receiving EAEDC. When reviewing the completion of the new *Food Stamp Disability Verification for Elderly Noncitizens* form, FS-DVEN (6/2008), what types of licensed medical practitioners are acceptable for signature?
- A.** When reviewing the new *Food Stamp Disability Verification for Elderly Noncitizens* form, acceptable signatures include doctors (MD), osteopaths (DO), nurse practitioners (NP), physician's assistants (PA) or psychologists (PhD).

For more information on providing food stamp benefits to elderly noncitizens receiving EAEDC, refer to Field Operations Memo 2008-28.

- Q.** Is the list of acceptable licensed medical practitioners signing the new *Food Stamp Disability Verification for Elderly Noncitizens* form different from the signatures we accept on the *Food Stamp Program Work Requirement*

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*Medical Report* form?

- A. Yes. For the *Food Stamp Program Work Requirement Medical Report* form, a broader range of signatures is acceptable including: physicians, physician's assistants, designated representatives of the physician's office, nurse practitioners, osteopaths, licensed or certified psychologists, drug and alcohol abuse counselors, certified mental health counselors, licensed independent clinical social workers, licensed certified social workers, and certified midwives. For purposes of verifying an individual's participation in a rehabilitation program or counseling program, the director of the program or the individual's counselor may also sign the form.

For more information on the *Food Stamp Work Requirements Medical Report* form, refer to Field Operations Memo 2004-22.

- Q. Now that the rules for categorical eligibility have been expanded, how does this impact the expedited food stamp benefit request of my applicant who has no children and falls into one of the new categori-

cally eligible groups identified in Field Operations Memo 2008-27? Specifically, if this individual is requesting expedited food stamp benefits, do I ask him about his income and assets?

- A. Yes. The rules for expedited food stamp benefits have not changed. For all categorically eligible households, continue to follow standard policy and procedures for expedited service. This means that for a food stamp applicant to qualify for expedited food stamp benefits, he or she must meet the requirements at 106 CMR 365.800 and 106 CMR 365.810.

If you have any questions on this column or other policy and procedural material, please have your Hotline designee call the Policy Hotline at 617-348-8478.

### **Family Self-Sufficiency (FSS) Program Expansion: Public Housing Authorities (Somerville and Framingham)**

TAFDC

Field Operations Memo 2008-30

To ensure that clients enroll in an activity that can lead to economic self-sufficiency, as well as meet their work program requirement, the marketing of the FSS Program is being expanded to reach a new group of clients, those who live in Somerville or Framingham Public Housing Authorities (PHAs) or have their Section 8 certificate administered by the Somerville or Framingham PHAs. A list of those clients who have been asked to participate will be e-mailed to the Brockton, Dudley Square, Framingham, Milford, Newmarket Square and Revere TAOs.

The purpose of this Field Operations Memo is to:

- remind case managers about the FSS Program;
- explain the benefits of the FSS Program;
- advise case managers and Full Engagement Workers of their roles;
- give case managers information about the PHAs participating in the FSS Program; and
- provide the FSS contact list for the Regional Non-profits (RNPs) and the PHAs.