



FAMILY INDEPENDENCE ADMINISTRATION

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POLICY BULLETIN #11-88-SYS

FOOD STAMP (FS) TRANSITIONAL BENEFIT ALTERNATIVE (TBA), SEPARATE DETERMINATION (SEP DET) AND “ONE-SHOT” OPENINGS

<p>Date: September 2, 2011</p>	<p>Subtopic(s): Transitional Benefits</p>
<p> This procedure can now be accessed on the FIAweb.</p>	<p>Purpose</p> <p>The purpose of this policy bulletin is to clarify that recent Welfare Management System (WMS) edits for Food Stamp (FS) Transitional Benefit Alternative (TBA), Separate Determination (SEP DET) and “One Shot” openings are applicable <u>only when the “One Shot” case is opened using the Eligibility subsystem</u> by registering the case in Application (AP) status. The instructions in this policy bulletin are for JOS/Workers and other Job Center staff, and are informational for all other staff.</p> <p>Policy</p> <p>Effective in March 2011, WMS issued edits to ensure that FS TBA/SEP DET benefits will not be affected when a case is reopened to issue a “Onetime Emergency” benefit.</p> <p>Previously, when Cash Assistance (CA) cases were reopened for a “Onetime Emergency” CA Single Issue (SI) benefit, the associated FS TBA/SEP DET benefits were interrupted and benefit amounts were being incorrectly reduced to zero. Since these “One Shot” openings do not require a budget, the FS TBA/SEP DET amount was adjusted to zero and nothing was issued for the remainder of the FS TBA/SEP DET period.</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?
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This occurred in the following two situations:

- A FS TBA/SEP DET was issued on a closed CA/FS case (using FS reason codes **B11** [Transitional FS – Increase in FS], **B12** [Transitional FS – Same FS Amount], or **B26** [FS Extend on PA case – Non TBA]) and a “One Shot” opening was done before the FS certification period expired.
- A CA/FS case was closed, extending FS for one month on the closed CA case (using FS reason codes **B13** [Transitional FS – Separate Determination at higher amount], **B14** [Transitional FS – Separate Determination Same Amount], or **B15** [FS – Separate Determination – Non TBA]). Before the FS TBA/SEP DET case was opened, the original CA/FS case was opened for a “One Shot.”

The recent WMS edits ensure that FS TBA/SEP DET benefits are not affected when a case is reopened to issue a “Onetime Emergency” benefit. FS TBA/SEP DET benefits will remain the same and will not be reduced to zero. A budget is not required for the CA/FS case, and if a budget is entered, it will be ignored.

In order for the edits to work, the JOS/Worker must register the case for CA in AP status for a One Shot Emergency (MA and FS must be in NA status). These edits will not work if the case is activated using Undercare.

The edits will work when one of the following CA opening codes is used via the Eligibility Subsystem and entered on the AP/NA/NA Turn-Around Document (TAD) linked back to the closed case:

- **Y18** – Work Advantage One Shot Deal
- **Y19** – Emergency other Than Shelter/Utility (One Shot Deals Only)
- **Y37** – Opened **SI** by Fair Hearing (FH) Decision
- **Y38** – Emergency Shelter/Utility, Client Agrees to Re-Pay (One Shot Deals Only)
- **Y39** – Emergency Shelter/Utility, No Re-Payment Agreement (One Shot Deals Only)
- **Y41** – Immediate Needs (pre-investigation)
- **Y42** – Closed In Error
- **Y43** – Aid to Continue, Awaiting FH Decision
- **Y46** – Employment Unit Approved Override
- **Y47** – Intentional Program Violation (IPV) Sanction Override and open a case/suffix during infraction period
- **Y65** – Drug/Alcohol Closing/Rejection Override, infraction period

Refer to [Worker's Guide to Codes](#) for detailed information on opening codes.

Note: All the codes listed are not “Onetime Emergency” opening codes; they are used to **SI** a case and issue a “One Shot” benefit. For example, Code **Y46** must be used to **SI** a case that was closed due to an employment infraction.

Effective Immediately

Related Item:

[PD #11-09-SYS](#)