



# FAMILY INDEPENDENCE ADMINISTRATION

Matthew Brune, Executive Deputy Commissioner

James K. Whelan, Deputy Commissioner  
Policy, Procedures, and Training

Stephen Fisher, Assistant Deputy Commissioner  
Office of Procedures

## POLICY BULLETIN #13-39-SYS

### NYCWAY UPDATES – ACTION CODES 410A AND 820

<b>Date:</b> April 22, 2013	<b>Subtopic(s):</b> NYCWAY
<p> This procedure can now be accessed on the FIAweb.</p> <p>Action Code <b>410A</b></p> <p>See PD #11-14-ELI for information on the <b>FIA3A</b>.</p> <p>Action Code <b>820</b></p> <p>See PD #13-04-SYS WMS Software Release Version 2013.1, Add Stop Budget Processing to Batch Number <b>FIA0</b>.</p> <p>Refer to the Employment Process Manual for information on Action Code <b>820</b>.</p>	<p>New York City Work, Accountability and You (NYCWAY) is updated on a regular basis to make the system more helpful to users and to reflect current policy. The purpose of this policy bulletin is to inform Job Center staff of updates to the following Action Codes in NYCWAY:</p> <ul style="list-style-type: none"> <li>• Action Code <b>410A</b> (Automated NOI Sent)</li> <li>• Action Code <b>820</b> (Good Cause Granted)</li> </ul> <p>NYCWAY will auto post Action Code <b>410A</b> when the <b>FIA3A</b> generates a <b>167F</b> (FIA3A approved; full time employment) or <b>167P</b> (FIA3A approved; part time employment) transaction that results in a pending budget adjustment in WMS.</p> <p>The unique authorization number associated with the <b>410A</b> action code is “<b>mmdd8888</b>” (mm is the two digit value for month; dd is the two digit value for day; 8888 is the remaining last four digits) and will be displayed in the Comment field of the <b>410A</b> in NYCWAY and on the WMS Pending Actions and Outstanding Items screen (<b>NQCS07</b>).</p> <p>Action Code <b>820</b> (Good Cause Granted) can now be used by Fair Hearing and Conference (FH&amp;C) workers during conferences to stop a pending <b>FIA3A</b> budget (with Batch numbers <b>*FIA3</b> and <b>*FIA0</b>) from clocking down in WMS. Once Action Code <b>820</b> is posted in NYCWAY, WMS will continue to issue benefits using the existing authorized budget.</p> <p>The usage of Action Code <b>820</b> will complete Action Code <b>410A</b> and will result in the posting of Action Code <b>899</b> (WMS FH Status 1) on both <b>*FIA3</b> and <b>*FIA0</b> batch numbers.</p>

HAVE QUESTIONS ABOUT THIS PROCEDURE?  
Call 718-557-1313 then press 3 at the prompt followed by 1 or  
send an e-mail to *FIA Call Center Fax* or fax to: (917) 639-0298

Usage of Code **10FH**  
and **11FH** following  
Code **820**

Following the usage of Action Code **820**, if the FH&C worker needs to refer the participant back to the JOS/Worker, Action Code **10FH** (Referral From FH&C For Employability Assessment) must be used for re-engagement.

Refer to PB #09-62-SYS  
for information on Action  
Code **11FH**.

If the FH&C worker needs to refer the participant back to their JOS/Worker for the updating of earned income information via the **FIA3A** and generating an appropriate budget, Action Code **11FH** (Referral From FH&C For Eligibility Assessment) must be used.

*Effective Immediately*

**Related Items:**

Employment Process Manual  
PB #09-62-SYS  
PD #11-14-ELI  
PD #13-04-SYS