




FAMILY INDEPENDENCE ADMINISTRATION

James K. Whelan, Executive Deputy Commissioner

Stephen Fisher, Assistant Deputy Commissioner
Office of Procedures

POLICY BULLETIN #14-124-ELI

STATE SUPPLEMENT PROGRAM BENEFITS

<p>Date: October 30, 2014</p>	<p>Subtopic(s): SSI</p>
<p> This procedure can now be accessed on the FIAweb.</p>	<p>The purpose of this policy bulletin is to alert staff at Job Centers that effective October 1, 2014, Supplemental Security Income (SSI) program payments have changed.</p> <p>SSI benefit payments are comprised of Federal and State funds and were made as one payment by the Social Security Administration (SSA). Effective October 1, 2014, the State Supplement Program (SSP) will be responsible for the state funded portion of the SSI monthly payment. The federal portion of the SSI monthly benefit will continue to be the responsibility of the SSA. The total benefit amounts have not changed. <u>There is no change in determining the monthly Temporary Assistance (TA) grant and allowances for TA households that include either a SSI/SSP or SSP only beneficiary.</u></p> <p>In August, 2014, the Office of Temporary and Disability Assistance (OTDA) mailed a notice (Attachment A) and an informational letter (Attachment B) to SSP recipients notifying them of the change. SSA also mailed a notification (Attachment C) to SSI recipients in New York State which provided recipients with their new federal benefit amount.</p> <p>OTDA will not operate any walk in facilities for the program. A fully staffed Customer Support Center with a toll free number, 1-855-488-0541, will take calls Monday – Friday, 8:30 a.m. to 4:45 p.m. All SSP-related inquiries, including change reporting, should be directed to the Customer Support Center hotline. SSP may also be contacted by email at otda.sm.ssp@otda.ny.gov or by fax at 518-486-3459.</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

A brochure (**PUB-5036**) and a palm card (**PUB-5042**) have been developed to provide information about the SSP to be administered by OTDA. Both can be accessed through the following links:

- http://otda.state.nyenet/ldss_eforms/eforms/5036.pdf
- http://otda.state.nyenet/ldss_eforms/eforms/5042.pdf

SSA will no longer report SSP benefits in the State On-Line Query (SOLQ) system. SSP information therefore, can now be accessed through WMS as follows:

- In order to obtain proof of the NYS portion of the total SSI monthly benefit, access the WMS system selecting Option 7 (SDX Inquiry [**NQSDX1**]) from the WMS Inquiry Menu (**NQRY00**). The case name or Social Security Number (SSN) must be entered to access the information.

NQSDX1 (P)		SDX Inquiry	10/08/14
CIN XX000000 Cs# 000000000000X SSN 000-00-0000 Name Mickey Mouse			
DOB: 00/00/0000 Sex: M MS: S SSA Off: 112 3rd Party Ins: N Location:			
LA Fed/St: A/A LIVG ALN IAR Cde: 2 St/Cnty Reimb: 33/420 SS CL#:			
SDX Last Updt: 08/30/2014 Mult. SSN: - - Other Elig SSI: 000-00-0000			
Pay Stat: C01 CURR PAY Tx Code: 06 CHANGE			
Appeal Date: 00/00/0000		Appeal Cd:	
COVERAGE DATES-			
SSI Appl: 12/07/1998		SSI Denial: 00/00/0000	
SSI Elig: 12/07/1998			
Med Effect: 12/07/1998		Med Elig: Y ELIG MED	
RESOURCES-			
Housing: NONE		Vehicle: NONE	
Life Ins: NONE		Other: NONE	
		-Property- NONE	
UNEARNED INCOME-			
OASDI 617.00 C		OASDI 608.00 T	
OASDI 597.00 T		OASDI 0.00 T	
INCOME- Net Earned: 0.00			
ADDRESSES- Residence			
-----+			
755 Daffy Duck St APT 1			
BRONX NY 00000000			
Next Case No:		or SSN: - -	
CMD			

SSP amount and SSI amount.

+-----SSI Am-----+	
Elig	Actual
St 87.00	87.00
Fed 124.00	124.00
Tot 211.00	211.00
SSI Check:	211.00


References:

- [GIS 14 TA/DC036](#)
- [GIS 14 TA/DC040](#)

18 NYCRR-NY 398-4.6

Related Items:

- [PD #14-21-ELI](#)
- [PD #12-22-ELI](#)

 Please use Print on Demand to obtain copies of forms.

Attachments:

- Attachment A** OTDA Notice
- Attachment B** OTDA Informational Letter
- Attachment C** SSA Notice

NYS OTDA
STATE SUPPLEMENT PROGRAM
PO BOX 1740
ALBANY, NEW YORK 12201

New York State
Office of Temporary
and Disability Assistance



John Q Public
123 Main Street
Any Town, NY 12345

SAMPLE

Person ID Number: 0000-0000

Your monthly Supplemental Security Income (SSI) benefit that is issued by the Social Security Administration (SSA) is made up of State funds paid by New York State under the State Supplement Program (SSP) administered by SSA.

Beginning in October 2014, New York State will be sending you your monthly benefit rather than SSA. Your SSP payment will be made on or before the first day of each month.

This will not change your eligibility, the way you get your benefits, or the amount of your total monthly benefit.

Please read the Question and Answer sheet which provides more information about this change. If you have any additional questions please call the New York State SSP Customer Support Center toll free at 1-855-488-0541 or visit the New York State website at www.otda.ny.gov/programs/ssp.

If you would like information about other available human services benefit programs in New York State, please visit www.myBenefits.ny.gov.

If you are blind or visually impaired, and are having difficulty reading this notice, please contact us to learn about other formats by which you can receive notices from us.

Questions and Answers for SSI Recipients

What is an SSP Payment? The Social Security Administration (SSA) currently sends you a monthly payment, part or all of which comes from money that New York State (NYS) provides. This is called the SSI State Supplement Program (SSP) payment. When SSA also makes a federal Supplemental Security Income (SSI) payment to you, they add these two amounts together, and they send to you as one payment.

What will change on October 1st? If you receive both SSI and SSP you will receive two payments, one from SSA and one from NYS. If you receive only SSP you will receive one payment from NYS.

Will I continue to receive the same benefit amount? Yes. NYS sending you your SSP payment will not change the total amount you receive.

Do I need to do anything? No, there is no need for you to do anything.

Will I get information from SSA before October 1st? Yes. You will receive a notice from SSA. This notice will tell you that your SSI payment is changing. This just means that the Social Security Administration will not be sending the SSP portion of your monthly payments starting on October, but NYS will be.

How will I be able to identify my SSP direct deposit payment on my bank statement? A notation will appear with an SSP direct deposit credit on your bank statement. If you receive a paper check in the mail, your SSP check will come from New York State.

What if I have a Representative Payee? If you have a Representative Payee for your SSI benefits, that person will automatically receive your state SSP benefits and notices on your behalf.

What if I have questions? If you have any questions, please call the New York SSP Customer Support Center at 1-855-488-0541.

NYS OTDA
STATE SUPPLEMENT PROGRAM
PO BOX 1740
ALBANY, NEW YORK 12201

New York State
Office of Temporary
and Disability Assistance



John Q Public
123 Main Street
Any Town, NY 12345

SAMPLE

Person ID Number: 0000-0000

The purpose of this letter is to inform you of changes to the New York State Supplement Program (SSP) beginning in October 2014.

The monthly Supplemental Security Income (SSI) benefit which you currently receive from the Social Security Administration (SSA) includes both federal funds and a monthly New York State supplement. Beginning in October 2014 your same monthly SSI benefit will be issued as two separate payments. The federal government will issue the federal portion and New York State will issue the SSP portion. Your SSP payment will be made on or before the first day of each month.

This will not change your eligibility, the way you get your benefits, or the total amount of your monthly benefit.

Please read the Question and Answer sheet which provides more information about this change. If you have any additional questions please call the New York State SSP Customer Support Center at 1-855-488-0541 or visit the New York State website at www.otda.ny.gov/programs/ssp.

If you would like information about other available human services benefit programs in New York State, please visit www.myBenefits.ny.gov.

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Do I need to do anything? No, there is no need for you to do anything.

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What if I have a Representative Payee? If you have a Representative Payee for your SSI benefits, that person will automatically receive your state SSP benefits and notices on your behalf.

What if I have questions? If you have any questions, please call the New York SSP Customer Support Center at 1-855-488-0541.

Social Security Administration
Supplemental Security Income
Notice of Planned Action

SOCIAL SECURITY
4TH FLOOR
123 WILLIAM ST
NEW YORK NY 10038
Date: August 30, 2014
Claim Number: [REDACTED] DI

109 14S1399A15451

|||...|||
SSI PAUL CLAIMANT
123 COMPS WAY 21235

*0307:AS: 000001*SSI:CN:NOTICE:PCI:PA:M 000000000 000361:06356608:407768000000

We are writing to tell you about changes in your Supplemental Security Income (SSI) payments. The following chart shows the SSI money due you for the months we changed. As you can see from the chart, we are only changing your payments for future months. The rest of this letter will tell you more about this change.

We explain how we figured the monthly payment amount on the worksheet at the end of this letter. The explanation shows how your income, other than any SSI payments, affects your SSI payment. We include explanations only for months where payment amounts change.

Your Payments Will Be Changed As Follows:

From	Through	Amount Due Each Month
October 1, 2014	Continuing	[REDACTED]

We will reduce your payments as shown above beginning October 2014.

Why Your Payments Changed

Your SSI payment will be lowered because the State of New York has decided to pay its State money directly to you. Before October 2014, your SSI had State money in it. Beginning October 2014, your SSI payment will be only Federal money with no State money in it.

As long as you are eligible for both Federal and State payments, you will get a payment from us and a payment from the State. New York will contact you about paying you the State money.

See Next Page

██████████
08/30/2014

Information About Your SSI Payments

- Your regular monthly check of ██████████ will be sent to your representative payee about the first day of October 2014.
- If you have any questions about the change in your State payments, Please call:

New York State SSP Customer Support Center at
1-855-488-0541
Or, visit the website at:
<http://www.otda.ny.gov/programs/ssp/>

Your Reporting Responsibilities

Your SSI payments may change if your situation changes. You are required to report any changes that may affect your SSI no later than 10 days after the month the change takes place.

Please call 1-800-772-1213 or contact your local Social Security office to report any of the following changes:

- you start or stop work, or your wages increase or decrease;
- your bank account balance goes over \$2,000.00;
- you move;
- anyone else moves into or out of your household;
- someone in your household dies;
- you marry, separate, or divorce (including any same-sex relationships);
- income or resources change for you or members of your household;
- your medical condition improves;
- you leave the United States and expect to be gone for a full calendar month or for 30 consecutive days;
- you are in a hospital, jail, or other institution for a full calendar month;
- a felony warrant for flight or escape or a warrant for violating a condition of parole or probation is issued for your arrest.

You Can Review The Information in Your Case

The decisions in this letter are based on the law and information in our records. You have a right to review and get copies of the information in our records that we used to make the decisions explained in this letter. You also have a right to review and copy the laws, regulations, and policy statements used in deciding your case. To do so, please contact us. Our telephone number and address are shown under the heading "If You Have Questions".

Things You Should Know

- We are also sending this information to your representative payee.

08/30/2014

- Would you like to work? If so, you should know about special SSI rules. These rules can help you keep Medicaid and may help you keep getting some SSI even though you are working. The enclosed fact sheet tells you more about special SSI rules for people who work.

If You Disagree

You do not have the right to appeal to us the State's decision to pay its money directly to you.

You may appeal the way we figured your payment. A person who did not make the first decision will decide the appeal. We call this appeal a reconsideration. When you appeal, we review your entire case, even the parts with which you agree. We consider any new facts we have and then make a new decision. The new decision could be more favorable, less favorable, or the same as the one you already have.

Time To File An Appeal

- You have 60 days to file an appeal in writing.
- The 60 days start the day after you receive this letter. We assume you received this letter 5 days after the date on the letter.
- You must have a good reason for waiting more than 60 days to file an appeal.

Appeal In 10 Days To Keep Receiving The Same Payment

If we receive your written appeal within 10 days, your payment amount will not change until we decide your case. Please remember that you do not have the right to appeal to us the State's decision to reduce payments to its residents. This means that you cannot continue to get the same SSI payment amount if you only disagree with the State's decision to reduce payments and you do not disagree with anything else in this letter.

- The 10 days start the day after you receive this letter.
- If you lose your appeal, you might have to pay back some or all of this money.

However, even if you appeal within 10 days, we may reduce your payment in October 2014 if both of the following are true:

- Our new decision is the same as the one you appealed, and
- We send or give you a letter with our new decision in time to reduce the payment.

08/30/2014

How To Appeal

You can file an appeal with any Social Security office. You must request the appeal in writing. Please use our "Request for Reconsideration" form, SSA-561-U2, which is available on our website at www.socialsecurity.gov on the Internet. You can also contact us by phone, by mail, or come into the office to obtain the form. If you need assistance, we can help you fill out the form.

There are 3 types of appeals. In most cases, you can choose the one you want.

- **Case Review:** You will not meet with the person who decides your case. You have a right to review the facts in your file. You can give us more facts to add to your file. Then we will decide your case again. This is the only kind of appeal you can have for a medical decision.
- **Informal Conference:** You will talk with the person who decides your case either in person or over the phone. You can tell that person why you disagree with our decision. If you meet with us in person, it may help your case. You have a right to review the facts in your file. You can give us more facts to add to your file. You can have other people help explain your case. Then we will decide your case again.
- **Formal Conference:** This is a meeting like an informal conference. The difference is we can require people to come to help prove you are right. We can require them to bring important papers about your case, even if they do not want to help you. You can question these people at your meeting. Then we will decide your case again.

If You Want Help With Your Appeal

You may choose to have a representative help you. We will work with this person just as we would work with you. If you decide to have a representative, you should find one quickly so that person can start preparing your case.

Many representatives charge a fee only if you receive benefits. Others may represent you for free. Usually, your representative may not charge a fee unless we approve it. Your local Social Security office can give you a list of groups that can help you find a representative.

If you get a representative, you or that person must notify us in writing. You may use our Form SSA-1696-U4 Appointment of Representative. Any local Social Security office can give you this form.

Suspect Social Security Fraud?

Please visit <http://oig.ssa.gov/r> or call the Inspector General's Fraud Hotline at 1-800-269-0271 (TTY 1-866-501-2101).

08/30/2014

• 0509 A 25 000001 • SSI C N N O T I C E P C I P A M 000000000 0002610635090004077660000

If You Have Questions

If you have any questions, please:

- Visit our website at www.socialsecurity.gov to find general information about SSI;
- Visit our website at www.socialsecurity.gov/SSIRules/ to find the law and regulations about SSI eligibility and payments;
- Call us toll-free at 1-800-772-1213 or call your local office at 866-335-1089. We can answer most questions over the phone. If you are deaf or hard of hearing, our toll-free TTY number is 1-800-325-0778; or
- Write or visit any Social Security office. If you plan to visit an office, you may call ahead to make an appointment. The office that serves your area is located at:

SOCIAL SECURITY
4TH FLOOR
123 WILLIAM ST
NEW YORK NY 10038

Please have this letter with you if you call or visit an office. If you write, please include a copy of the first page of this letter. It will help us answer your questions. We are busiest early in the week and early in the month. If your business can wait, it is best to call or visit at other times.

Social Security Administration

Enclosure(s):
SSI Rules That Help You Work
How We Figured Your Payment

08/30/2014

SSI Rules That Help You Work

We want to tell you about some special Supplemental Security Income (SSI) rules that can help you while you are working or if you begin working. These rules can help you get or keep Medicaid and may help you keep getting some SSI even though you are working.

How Your SSI May Change If You Work

We do not count most of your earnings when we figure your SSI payment amount. We do not count the first \$65 of your earned income in a month plus one-half of the remainder. That means that we count less than one-half of your earnings when we figure your SSI payment amount.

If You Stop Working or Start Earning Less

If you stop working or start earning less, please let us know right away. We can increase your SSI payments, or start your SSI and Medicaid again if they have stopped. You may not even have to file a new application.

Medicaid

If you get Medicaid, it will usually continue as long as you get SSI. If your SSI stops because you begin earning too much money, you can often keep getting Medicaid as long as the following are true:

- you continue to be disabled or blind under our rules; and
- you can't pay your medical bills without Medicaid.


We Don't Count Some of Your Earnings Used for Work Expenses

The earnings you use for some of your working expenses may not count as income. For example, we sometimes don't count earnings used to pay for transportation to and from work. Also, we don't count the cost of special equipment that helps you to work.

A Plan Can Help

You may be able to keep more of your SSI if you develop a special plan to support yourself. We call this a plan to achieve self-support (PASS). This plan lets you set aside money for a certain amount of time for a work goal. For example, you may set aside money to start a business, go to school, or get training for a job.

We don't count what you set aside when we figure your SSI. This can help keep you on SSI or help you get more SSI. A PASS may also help someone you know qualify for SSI.


08/30/2014

If You Need Help Finding A Job

We can ask someone who offers vocational rehabilitation services to help you find a job or give you training.

If You Want To Know More

If you want to know more about these rules, contact any Social Security office and ask to speak to someone about work incentives.

