



# FAMILY INDEPENDENCE ADMINISTRATION

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## POLICY BULLETIN #04-96-SYS

### NYCWAY UPDATES – FIA3A, EP AND NEW ACTION CODES

<b>Date:</b> May 26, 2004	<b>Subtopic(s):</b> NYCWAY
<p> This procedure can now be accessed on the FIAweb.</p> <p>EP Primary Questionnaire screen change</p> <p>New Action Code <b>156J</b></p> <p>Three new MDR Action Codes: <b>701B</b>, <b>701H</b> and <b>701Z</b>.</p>	<p>NYCWAY is updated on a regular basis to support current policy and to make the system more helpful to users. This policy bulletin is to inform staff of the following updates and enhancements being made to NYCWAY.</p> <p>Previously a blank entry was accepted as an <b>N</b> in the <b>Primary Questionnaire</b> screen of the Employability Plan (EP); now a <b>Y</b> or <b>N</b> must be entered for each barrier listed.</p> <p>A new Action Code <b>156J</b> (Referral to Job Opportunity Program) has been developed to refer eligible participants to the Job Opportunity Program through Grant Diversion. This code is to be used by Grant Diversion staff only.</p> <p>Three new Action Codes have been developed for use with the MDR process. The action codes are:</p> <ul style="list-style-type: none"> <li>• Action Code <b>701B</b> (MDR Returned – Additional Actions Required) is posted automatically in NYCWAY when the MDR packet is considered incomplete by Fair Hearing and returned to the MDR Supervisor.</li> <li>• Action Code <b>701H</b> (MDR – MDR Packet Handed Over to FH&amp;C) is posted automatically in NYCWAY when the MDR packet has been forwarded to FH&amp;C.</li> <li>• Action Code <b>701Z</b> (No MDR Actions Pending On Case) is posted by the MDR Supervisor when no more issues exist for the case.</li> </ul>

HAVE QUESTIONS ABOUT THIS PROCEDURE?  
Call 718-557-1313 then press 2 at the prompt followed by 765 or  
send an e-mail to *FIA Call Center*

New BEV Action Code  
**820B**

The Bureau of Eligibility Verification (BEV) will send a file to NYCWAY indicating that a participant who received an NOI has settled the issue in conference (SIC) and good cause was granted. NYCWAY will post the new Action Code **820B** (Good Cause Granted – Settled In Conference by BEV).

**FIA3A** Information Only  
reminder

Staff are reminded to initiate an **Information Only FIA3A** for grant diversion cases and cases where the manual budget has already been processed. In all other instances a regular **FIA3A** must be completed.

Relocation of TAG

The Training Assessment Group (TAG) is relocating to 109 E. 16th Street, 12th floor, New York, NY 10003. Workers can begin making appointments on June 1 to be scheduled for June 14, 2004 at the new location.

See Policy Bulletin #04-97-EMP for further details regarding the move and the scheduling of TAG appointments.

*Effective Immediately*