



FAMILY INDEPENDENCE ADMINISTRATION

Seth W. Diamond, Executive Deputy Commissioner

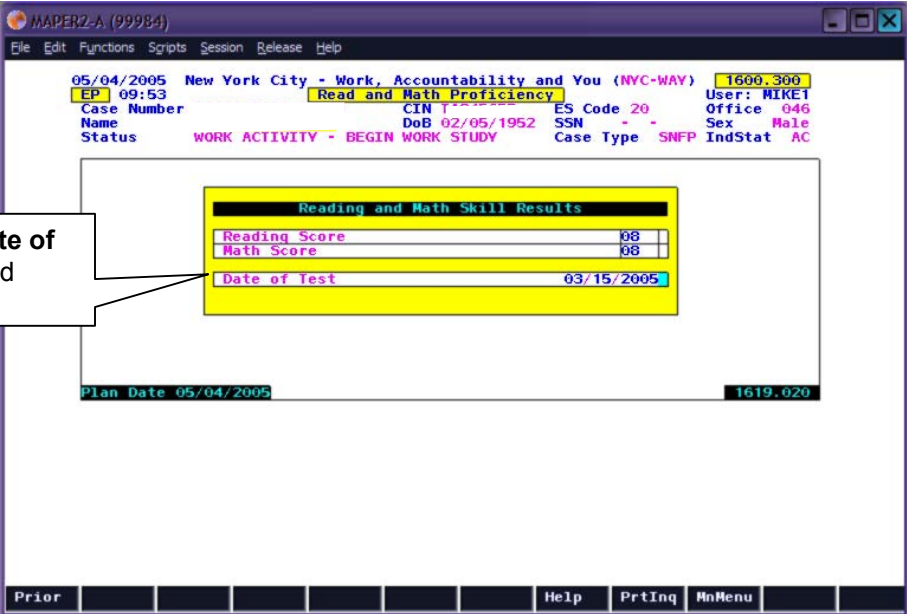


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POLICY BULLETIN #05-77-SYS

NYCWAY UPDATES – ACTION CODE, TABE SCREEN AND BEGIN CHANGES

Date: May 24, 2005	Subtopic(s): NYCWAY
<p> This procedure can now be accessed on the FIAweb.</p> <p>TABE Screen Change</p> <p>Reading and Math Proficiency screen</p> <p>New Date of Test field</p> <p>Pop-up BEGIN Message</p>	<p>NYCWAY is updated on a regular basis to make the system more helpful to users and to update current policy. This policy bulletin is to inform staff of the following updates made to NYCWAY:</p> <p>A new field, Date of Test, has been added to the Test of Adult Basic Education (TABE) test score screen. Workers can enter a date that is up to three months prior to, including the current date, as mm/dd/yyyy.</p>  <p>NYCWAY will display a pop-up message, “Client is Appropriate for BEGIN E+” when a JOS/Worker accesses the Assignment Type Selection screen to make an assignment for an eligible Begin Employment Gain Independence Now (BEGIN) E+ participant.</p>

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*

Autoposting of
Action Code **10SR**

After requesting a Credentialed Alcohol and Substance Abuse Counselor (CASAC) referral for a sanctioned individual through the Employability Plan (EP), the **Creation of Actions – Comments and Confirmation** screen will now appear, listing not only Action Code **915N** (Sanctioned Referral to SACC) but also Action Code **10SR** (Sanctioned Call-In Employment Return Appointment). The Worker must enter **Y** to generate both the referral and return appointments.

Open Action Code
Series **400**
(Conciliation)
Changes

Previously NYCWAY would not allow access to the EP past the **Primary Questionnaire** screen if a **400**-series (conciliation) action code was posted. Now the Worker can proceed past the **Primary Questionnaire** to update the EP but not make any Training Assessment Group (TAG) or Skills Assessment Program (SAP) referrals or assignments.

WeCare Return
Appointment
Change

Previously, after a **968W** (Initial Referral to WeCare) was posted by an Outstationed Worker at SAP, Action Code **917R** (Return Appointment Scheduled to Outstationed Worker at SAP) would be generated, and the applicant would return to the SAP. Now the SAP assignment will close down when the **968W** is posted, and a **968R** (WeCare Return Appointment to Job Center) will be generated. The applicant must return to the Job Center if s/he is found to be fully employable.

New Action Code
Descriptions

The following description changes have been made to better describe the use of the codes:

- **13TD** – TAG-Training Denied: Invalid Request
- **115S** – No Activity Needed: Pending HSS/WeCARE
- **133T** – Paid Child Care in Place (Participant)
- **933T** – Paid Child Care in Place (Applicant)

Effective Immediately