



**OFFICE OF POLICY, PROCEDURES, AND TRAINING**

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**POLICY BULLETIN #20-16-ELI**

**RECERTIFICATION PERIODS EXTENSION DUE TO THE COVID-19 PANDEMIC**

<p><b>Date:</b> April 6, 2020</p>	<p><b>Subtopic(s):</b> CA and SNAP benefits</p>
	<p>The purpose of this policy bulletin is to inform Job Center, and HIV/AIDS Service Administration (HASA) Center staff that recertification periods for Cash Assistance (CA) cases with recertification periods expiring at the end of March, April and May 2020 will be automatically extended for three months due to the Novel Coronavirus (COVID-19) pandemic. Additional extensions of recertification periods may be forthcoming. This policy bulletin is informational for all other staff.</p> <p>Extending the recertification periods will ensure that households who are unable to comply with recertification requirements or whose recertification cannot be processed timely due to the effects of COVID-19 do not lose access to their CA and SNAP benefits.</p> <p><b>Note:</b> This guidance does not apply to Medicaid (MA) only cases, including MA separate determinations for individuals who lose CA eligibility.</p> <p>The Welfare Management System (WMS) will run mass extensions of recertification for CA and SNAP cases that are due to expire at the end of March, April and May 2020.</p> <p>Cases with recertification periods ending in March or April for which the recertifications were processed or cases that were closed in March due to failure to recertify or for any other reason for which a closing action had been taken, such as excess income, failure to provide required documentation, etc., are not eligible for an automatic extension.</p> <p><b>Note:</b> In this context, “scheduled for” and “expiration” refer to the end of the SNAP authorization period, not the month in which the interview is scheduled for CA cases.</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

Examples of the extension as follows:

Any case originally scheduled for recertification by March 31, 2020 must be recertified by June 30, 2020.

Any case originally scheduled for recertification by April 30, 2020 must be recertified by July 31, 2020.

Any case originally scheduled for recertification by May 31, 2020 must be recertified by August 31, 2020.

**Note:** The extensions for cases that are due to expire in March and April 2020 will be processed by March 27, 2020, and for cases that are due to expire in May 2020 will be processed by April 3, 2020.

*Effective Immediately*

**Reference:**

**GIS 20 TA/DC019**