

-----+  
 | INFORMATIONAL LETTER |  
 +-----+

TRANSMITTAL: 91 INF-63

TO: Commissioners of  
 Social Services

DIVISION: Income  
 Maintenance

DATE: November 20, 1991

SUBJECT: Revision of "WMS Employment Subsystem Codes"  
 (DSS-3794) (October 1991 Update)

SUGGESTED

DISTRIBUTION: Income Maintenance Directors  
 WMS Coordinators  
 Employment Coordinators  
 Staff Development Coordinators  
 Forms Coordinators

CONTACT PERSON: IM/WMS Operations  
 Evelyn Dee  
 1-800-342-4100, extension 3-9779

ATTACHMENTS: DSS-3794: WMS Employment Subsystem Codes - not  
 available on-line.

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
90 INF-51	90 INF-51				
89 INF-69	89 INF-69				
88 INF-51	88 INF-51				

---

The purpose of this release is to introduce the 10/91 revision to the "WMS Employment Subsystem Codes" (DSS-3794). The code cards are designed to assist employment workers in locating WMS Employment Subsystem data-entered and systems-generated codes, as well as providing definitions for Edit Error Screen Messages.

The latest update (10/91) to the code cards reflects all additions, deletions and changes in codes which have occurred since the last update (8/90).

Listed below is a detailed summary of the changes which were incorporated into this revision:

Page 2 - Under Employability Codes section: Changed the definition of code 35 from "In School Full-Time Age 16-19" to "In School Full-Time Age 16-18".

Page 4 - Under Employment Activity Codes section:

- o Changed the definition of code 31 from "Post Secondary Training" to "Post Secondary Education".
- o Deleted Code "04 Voluntary Work Experience".

Page 6 - Under Sanctioned/Ineligible Reason Codes section, added the following codes:

- o 40 Failed to Participate in Drug/Alcohol Treatment Program (45 days)
- o 41 Failed to Participate in Drug/Alcohol Treatment Program (120 days)
- o 42 Failed to Participate in Drug/Alcohol Treatment Program (180 days)

Page 7 - Under Update Screen Messages (WEMUP 1):

- o Deleted Edit Error No. "124 Status Code must be 02-11, 18, 19, 31-33, 35 or 40 when Activity Code equals 04".
- o Deleted Activity Code 04 from Edit Error No. 128.

Page 8 - Under Update Screen Messages (WEMUP 1):

- o Added Activity Code 13 to both Edit Error No. 179 and 181.

- o Under the definition for Edit Error No. 160, deleted Activity Code 04 by changing the definition from "...03-05..." to "...03, 05...".
- o Changed the definition of Edit Error No. 162 from "Status Code must be 05..." to "Status Code must not be 05...".
- o Under the definition for Edit Error No. 173, deleted Activity Code 04.
- o Deleted Edit Error No. "169 Activity Code must be 03-05, 11, or 21 when Status Code equals 16".

Requests for additional copies of these code cards are to be submitted on Form WMS-47 (Rev. 9/89): "WMS Order Form", and should be sent to:

New York State Department of Social Services  
Welfare Management System  
P.O. Box 1990  
Albany, New York 12201  
Attention: Don Parker

Questions concerning ordering the code cards should be directed to Don Parker by calling 1-800-342-4100, extension 4-2702.

---

Oscar R. Best, Jr.  
Deputy Commissioner  
Division of Income Maintenance