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| LOCAL COMMISSIONERS MEMORANDUM |
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DSS-4037EL (Rev. 9/89)

Transmittal No: 97 LCM-56

Date: October 1, 1997

Division: MSQI

TO: Local District Commissioners

SUBJECT: Recoupments, Screen 6 Changes

ATTACHMENTS: New Screen 6 (available on-line)

On September 19, 1997, a GIS message was sent out to notify all districts, especially districts using CAMS for open cases, that effective September 22, 1997, screen six of the WMS authorization was modified. The modification allows for the direct entry of the recoupment and energy restriction amounts in screen six. This change was needed to avoid the problems we have had in the past with updating BICS based on ABEL information. The purpose of this memorandum is to provide more details on these screen six changes.

It is important to note that with this change, CAMS will no longer update recoupment data from new ABEL recoupment data. The recoupment amount, however, will still be calculated in ABEL.

For CAMS districts, recoupments that are already established, prior to September 22, 1997, do not require any modifications. However, when a payment line needs to be modified or a new recoupment needs to be added after September 22, 1997, the recoupment amount and referenced line number must be entered (for districts using CAMS for open cases) on "screen 6." The entry of the recoupment amount will be allowed on payment lines with a value of 05, 69, 93 and 96.

The recoupment or energy restricted amount will only be allowed to be entered if the 05 or 96 payment period From Date is in the future from the current date. Any recoupment changes to an authorization with a From Date in the past would require the entry of a new recurring payment line with a From date in the future. Single issue recoupment amounts could be made for any period.

The entry of the Energy Restricted amount will now be the basis for the BICS generated Energy Payments for Reconciliation report.

As a result of this change, it is imperative that the eligibility worker, in districts using CAMS for open cases, enter on screen 6 the recoupment amount and the referenced payment line. If this function is not performed, CAMS will not be correctly updated. Additionally, the entry of the recoupment amount on screen 6 is essential for Accounting to obtain the necessary recoupment information for proper reporting.

In summary, after September 22, 1997, the following changes have occurred:

- 1) New recoupments or changes to existing recoupments must be entered on screen 6 for districts using CAMS for open cases.
- 2) The recoupment amount is still calculated in ABEL, but the recoupment amount should be entered on screen 6.
- 3) CAMS will be updated from screen 6 recoupment entries.

The bold print on the attachment indicates the new fields.

If you have any questions concerning this memorandum, please contact:

Regions 1-4: Roland Levie (User ID FMS001) at 1-800-343-8859, extension 4-7549 or

Region 5: Marvin Gold (User ID OFM270) AT (212) 383-1733.

Thaddeus Ziemba
Assistant Commissioner
Office of Financial Management

Attachment 1
Screen 6

WKBK06		Case # P123456			Type HR		Trans Type OPEN			09/15/1997			
		Pay Meth			Pay P-U		--Effective--		Ind Clm		Vend		Manual Issue
LN	Act	Typ	Pay	Amount	Iss	Sch	Cd	From	To	Ln	Cd	Id	Check No
01	2	05	01	25000_	1	S	1	110197	123197	__	__	_____	_____
02	2	96	01	17500_	1	M	1	110197	123197	__	__	_____	_____
03	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
04	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
05	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
06	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
07	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
08	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
09	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
10	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
11	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
12	-	-	-	_____	-	-	-	_____	_____	__	__	_____	_____
				Ln Amount	Ln Amount	Ln Amount	Ln Amount	Ln Amount	Ln Amount	Ln Amount	Ln Amount	Ln Amount	
Recoupment		01	2000_	02	1500_	__	__	__	__	__	__	__	__
Energy Rst		_____											
Heap Vend Id		_____					Customer Acct No		_____				
Replace Ln		__	Chk/FSB	_____				LN	__	Chk/FSB	_____		
ACCEPT BLINKING FIELDS Y				NEXT SCREEN 07				Xmit ^					

Added Fields

Comments

Ln (Recoup Payment Line No.)

Amount

Entry after **Recoupment** requires valid pay line number. Only valid Amount (Recoup Payment Amount) paytypes are 05, 69, 93 and 96. If payment type is 05 or 96, payment From Date must be in future of today's date. The amount should be the amount being recouped from each check.

Ln (Energy Restriction Payment Line)

Amount

Entry after **Energy Rst** requires valid pay line number. Only valid paytypes are 05 and 69. If paytype is 05, payment From Date must be in future of today's date. Note: entries in Energy Rst for Ln and Amt are limited to three occurrences.