

Xochitl Esparza, TANF Manager

Authorized Signature

Number: SS-AR-09-004
Issue Date: 06/23/2009

Topic: Cash Payments

Due Date: 07/01/2009

Subject: TANF recipients coded program 82

Applies to (check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> All DHS employees | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Area Agencies on Aging | <input type="checkbox"/> Health Services |
| <input checked="" type="checkbox"/> Children, Adults and Families | <input type="checkbox"/> Seniors and People with Disabilities |
| <input type="checkbox"/> County DD Program Managers | <input type="checkbox"/> Other (please specify): |

Action Required:

Forms

The DHS 415F and 428A are being revised to reflect that, effective July 1, 2009, two-parent household TANF recipients for whom deprivation is based on the unemployment or underemployment of the primary wage earner (program 82) will be:

- Required to assign child support.
- Required to cooperate with DHS and the Division of Child Support (DCS) to establish paternity and pursue child support unless there is good cause for noncooperation with child support.
- Subject to TANF time limits, unless the individual(s) qualifies for a time-limit exemption.

Individual copies of the DHS 415F with revisions to page 9 and the revised DHS 428A will be printed and distributed to local branches and stocked in the distribution center at the end of July 2009.

The personalized DHS 6623 and DHS 6608 (that include the DHS 415F and 428A) will contain the revised forms for August re-determinations that are mailed to clients in July.

The DHS 415F and 428A included in the DHS 6623 and DHS 6608 packets cannot be printed and distributed until October 2009. However, the revised DHS 428A and a

replacement page 9 for the DHS 415F will be available on the forms server. **Until October 2009, local branch staff will need to:**

DHS 428A -

- Print out the revised DHS 428A from the forms server.
- Remove the DHS 428A contained in the DHS 6623 and DHS 6608 packets and recycle.
- Add the revised 428A to the DHS 6623 and 6608.

DHS 415F -

- Print out the DHS 415F replacement page 9 from the forms server.
- Add the DHS 415F replacement page 9 to the DHS 6623 and DHS 6608 packets. It is not necessary to remove page 9 included in the DHS 415F.

Coding

- Time limits: An edit being added to the computer system will require workers to add time limit coding to program 82 cases the first time the worker touches the case on or after July 1, 2009, and time limit coding has not yet been added.
- JOBS Status: An edit being added to the computer system will require workers to update JOBS status coding on these cases the first time the worker touches the case on or after July 1, 2009, and time limit coding has not yet been added.
- DSP/SUP: No worker action needed. An end date will be added by the computer system to program 82 cases coded with on-going DSP/SUP. Beginning in July, cases coded program 82 for which child support is received by DCS will be coded by the computer with the appropriate amount of CSP (child support passed through to client and disregarded) and PSP (child support remaining after CSP is applied).

JOBS Plus/Program 82 Cases: No immediate action on these cases is required. This is a reminder that when a JOBS Plus assignment ends and the JOBS Plus coding is removed, the worker must add time limit coding (or the appropriate time limit exemption) to the individual and update the JOBS status coding.

Reason for Action: Effective July 1, 2009, the funding stream for two-parent household TANF recipients for whom deprivation is based on the unemployment or underemployment of the primary wage earner (program 82) is changing from state funds to federal funds. Because of this change in funding stream, effective July 1, 2009, TANF recipients coded program 82 will be:

- Required to assign support.

- Required to cooperate with DHS and the Division of Child Support (DCS) to establish paternity and pursue child support unless there is good cause for noncooperation with child support.
- Subject to time limits unless the individual qualifies for a time limit exemption.

The changes listed above require changes in forms as well as computer systems.

Field/Stakeholder review: Yes No

If yes, reviewed by: Review pending. The OSSP Rules Advisory Committee will review the temporary rules related to this change on Tuesday, June 23, 2009.

If you have any questions about this action request, contact:

Contact(s):	Amy Sevdy, Policy Analyst Tracey O'Donnell, Policy Analyst		
	Coding questions: Lisa Stegmann, Business Analyst		
Phone:	Amy: 503-945-7017 Tracey: 503-945-6094 Lisa: 503-945-6725	Fax:	Amy: 503-373-7032 Tracey: 503-373-7032 Lisa: 503-378-2161
E-mail:	Amy.sevdy@state.or.us Tracey.odonnell@state.or.us Lisa.stegmann@state.or.us		