DHS Oregon Department of Human Services **Children, Adults and Families**	**Information Memorandum Transmittal**

Belit Stockfleth
SNAP and Youth Services Program Manager   **Number:** SS-IM-09-051
Authorized Signature   **Issue Date:** 10/06/2009

Topic: Food Benefits

Subject: Clean Up of FSMIS HH Type Codes

Applies to (check all that apply):

☐	All DHS employees	☐	County Mental Health Directors
☒	Area Agencies on Aging	☐	Health Services
☒	Children, Adults and Families	☒	Seniors and People with Disabilities
☐	County DD Program Managers	☐	Other (please specify):

Message: In June, the SEU (separate economic unit) HH Type code on the FS mainframe was changed to SFG (separate filing group) to reflect current policy language. This month, we are continuing to update the system by eliminating codes that are not useful. These codes do not affect the FS benefit calculation. Instead, they repeat information available elsewhere on FSMIS (e.g., OAA), or track information that is no longer needed (e.g., case-managed households, relocated hurricane victims).

FSMIS has been updated to remove these obsolete or redundant codes from both the screen and the Help window: BP, BRD, CAM, EX, GRL, HCP, IRL, IRT, LDG, OAA, OHP, SCH, SVC, TNG, UN, UST, WCB. The intent of this change is to prevent the staff work of entering unnecessary coding. This was an automated change and requires no action from the field.

If you have any questions about this information, contact:

Contact(s):			
	(503) 945-6092 Sandy Ambrose (503) 945-5826 Rosanne Richard (503) 945-7018 Dawn Myers (503) 945-6220 Sarah Lambert		
Phone:		**Fax:**	(503) 373-7032
E-mail:	Policy, FS or FS.Policy@state.or.us		