

Erika Miller, APD Collaborative Disability  
Determination Unit Manager

**Authorized Signature**

**Number:** SS-IM-12-014  
**Issue Date:** 04/16/2012

**Topic:** Cash Payments

**Subject:** Requests from SSA for verification of TANF

**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 checked="" type="checkbox"/> Other (please specify): Self-Sufficiency |

**Message:** A Continuous Improvement (CI) action sheet was submitted recommending centralization of the processing of TANF verification requests received from the Social Security Administration (SSA) when an individual is being approved for Supplemental Security Income (SSI).

Information was presented to the Operations Improvement Committee (OIC) regarding the complexity of completing the requests, lack of standardization in receiving requests and reporting of information, and lack of data available. Based on the information presented, OIC approved a 12-month pilot for centralization of the SSA/TANF verification process within the State Family Pre-SSI/SSDI (SFPSS) program/unit.

Through partnership and collaboration with SSA, a pilot will begin April 16, 2012, with districts 3 and 4. We plan to expand the pilot to include all Self Sufficiency offices statewide in June of 2012. During the 12-month pilot, data will be collected and evaluated to determine the efficiency and cost-effectiveness of continuing a centralized verification process.

An Action Request Transmittal will follow and outline the procedures and responsibilities for implementation of the pilot.

*If you have any questions about this information, contact:*

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