

Belit Burke, SNAP and Youth Services Programs
Manager

Authorized Signature

Number: SS-IM-12-040
Issue Date: 08/15/2012

Topic: Food Benefits

Subject: Clarification on adding newborns to the SNAP household

Applies to (check all that apply):

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

Message:

SNAP policy routinely gets questions about when to add a newborn to an ongoing case. We recently learned that many staff have different understandings about the notification of birth required. Overwhelmingly, newborns are home within 48-72 hours of birth. In many instances, DHS learns of the baby's birth when the hospital notifies us to activate medical coverage. Unless you have specific reason to doubt that the baby has come home (e.g., medical issues during pregnancy, preemie or born the last couple days of the month), consider the hospital contact to be verified on receipt. Follow add-a-person policy and add the newborn to SNAP effective the first of the following month.

If you have any questions about this information, contact:

Contact(s):	SNAP.Policy@state.or.us
	Sarah Lambert 503-945-6220
	Dawn Myers 503-945-7018
	Rosanne Richard 503-945-5826
	Sandy Ambrose 503-945-6092
	Eliza Devlin 503-947-5105
	Kate Scott 503-947-5177
	Heidi Wormwood 503-945-5737
Fax:	503-373-7032