

Barbara Hopkins, CAF Self-Sufficiency Programs
Authorized Signature

Number: SS-PT-08-032
Issue Date: 10/01/2008

Topic: CAF Self-Sufficiency Programs Family Services Manual (including some Senior and People with Disabilities programs)

Transmitting (check the box that best applies):

- New Policy
 Policy Change
 Policy Clarification
 Executive Letter
 Administrative Rule
 Manual Update
 Other: _____

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): All Users of the Family Services Manual

Policy/Rule Title:	Various (see Discussion below)		
Policy/Rule Number(s):		Release No:	FSML- 50A & 51
Effective Date:	August 1, 2008 - 50A October 1, 2008 - 51	Expiration:	N/A
References:			
Web Address:	http://www.dhs.state.or.us/policy/selfsufficiency/em_firstpage.htm		

Discussion/Interpretation:

Please update with the pages from Release #50A first (see Remove/Insert section), then with the pages from Release #51.

Release #50A (effective August 1, 2008):

Changes were made to the following sections:

Food Stamps

Employment plan exemption from FS work program (OFSET) requirements were updated to reflect new August 2008 exemptions. (FS-f.8)

Release #51 (effective October 1, 2008):

Changes were made to the following sections:

Case Management

References to obsolete program were removed. (CM-WG1)

Employment and Self-Sufficiency Services

The Degree Completion Initiative (DCI) is being deleted and replaced with language describing the Parents as Scholars (PAS) component. This change is being made because DCI is a pilot component of the JOBS Program and is being replaced with PAS, which will help support parents who are applying for or getting TANF and who are beginning or continuing their schooling at an approved two- or four-year degree school. (FS-b.5)

Pre-TANF

Pre-TANF is being amended to add language stating that clients in Pre-TANF receive a disregard of their child support.. (PRT-d)

TANF

TANF is being amended to add language on child support pass-through and disregard to the section on child support and cash medical support. In addition, language is being added regarding how educational income is counted for a PAS participant. (TF-g.7)

Food Stamps

Several sections are updated to reflect the annual increase in the 100% FPL, 130% FPL, Standard Deductions, Maximum Shelter Deduction, and Maximum Allotment. (FS-c.4, FS-f.2, FS-f.18, FS-f.24, FS-f.25, FS-f.26, FS-f.27)

FNS has notified the state that a telephone call can not replace a written notification of missed appointment. (FS-b.8)

Specified that alien status must be verified for adult filing group members. Verify for children only when questionable. (FS-b.11)

Updated figures involving the federal minimum wage to reflect the increase to \$6.55 on 7/24/08. (FS-d.3, FS-d.8)

Added online classes as a form of higher education. (FS-d.8)

Made changes to simplified reporting to align with rule changes effective 10/1/08 based on the new Food & Nutrition Act of 2008. (FS-f.8)

TBA is now allowed for all TANF cash cases that end and meet the specified criteria. State-funded cash grant recipients (TANF-UN [Program 82] and SFPSS) are no longer excluded from TBA. (FS-f.9)

The cap for dependent care deductions is removed per the Farm Bill. (FS-f.19)

Added geothermal and solar panels to heating sources that are eligible for the FUA deduction. (FS-f.23)

The minimum benefit for eligible one- or two-person benefit groups is increasing to \$14. (FS-g.8)

Moved material on handling returned mail to the new multi-program worker guide. (FS-h.4)

Moved material on transferring cases between branch offices due to a move to the new multi-program worker guide (FS-h.7)

Child Care Assistance

New information has been added to the Overview. There are now two unions that represent child care providers. They are SEIU and AFSCME. Training funds are available to license exempt providers caring for children of families enrolled in ERDC. Stipends and scholarships will be available for some of the classes. The training funds are offered to encourage providers to attend an orientation class and meet the requirements to receive the enhanced rate. (CC-a)

All references to Employment Related Day Care - Student Block Grant (ERDC-SBG) and Student Child Care Program were removed to bring policies up to date as this program is no longer administered by the Department of Human Services. It was moved to Oregon Student Assistance Commission effective December 31, 2007." (CC-a, CC-b, CC-e, CC-f, CC-j, CC-WG#2)

Medical Assistance Programs

Added earned income to exclude earned income that would result in MAA or MAF ineligibility for a caretaker relative in order for the client to be eligible for EXT. (MA-e.3)

Updated income deductions and exclusions section to include the new child support pass-through and disregard policy. (MA-F.6)

Added new MAA Asset Quick Reference Chart at field request. (MA-f.8)

Updated the OHP List of Income and Resources to include more specific information about whether the income is earned or unearned. (MA-f.12)

Added new section to clarify types of decision notices needed. (MA-g)

Created worker guide for OHP-OPU notice and OSIPM presumptive referral process. (MA-WG#9)

Child Support Program

Amended to add language stating that the amount of unreimbursed assistance (URA) does not include any amount of child support pass-through. In addition, language is added to state that pass-through and disregard applies on an open TANF case where the obligor pays the client child support directly and the client turns that support over to the department or to DCS. (CS-b)

Amended to state the unreimbursed assistance (URA) does not include any of child support pass-through pursuant to OAR 461-145-0080, and adds pass-through and disregard language to subsections 1 and 2 of this section. (CS-f, CS-f.1, CS-f.2)

New section added containing information on child support pass-through and disregard for TANF applicants and recipients, clients in SFPSS and for whom deprivation is based on the ememployment or underemployment of both parents and for clients who receive MAA/MAF medical only. (CS-h)

Counting Client Assets

Chapter is amended to add language on child support pass-through and disregard. (CA-b.13)

Chapter is amended to add language stating how education income is counted for clients in Parents as Scholars (PAS) (CA-b.24)

Item updated to reflect an October 1, 2008, rule change for educational accounts (rule 461-145-0145) (CA-b.38)

Noncitizens

Eligibility for CAWEM has been revised to include Deshutes County in the Pre-natal Expansion Pilot Program. (NC-c.3)

Multiple Program Worker Guides

New worker guide for handling returned mail. ((MP-WG#20)

New worker guide for transferring cases between branch offices. Contains updated FS standards and shelter deductions. (MP-WG #21)

Implementation/Transition Instructions:

See SS-IM-08-026 and SS-IM-08-028 for information on the child care deduction changes for FS. Review child care costs when the client reports a change or at the next recertification, whichever action occurs first.

Training/Communication Plan:

Review policy changes with branch staff.

Local/Branch Action Required:

Review policy changes with branch staff.

Central Office Action Required:

None

Systems

Update the new FS standards and lift the child care cap so the 10/08 benefits will be issued correctly.

Field/Stakeholder review: Yes No

If yes, reviewed by:

Filing Instructions:

Please file this material in the *Family Services Manual* as indicated below:

Remove

Release #50A (effective August 1, 2008):

Food Stamp Program

#D, pp 1-34 (all pages)

Release #51 (effective October 1, 2008):

TOC, pp 1-6 (all pages)

Case Management Examples

WG#1, pp 11-18

Employment and Self-Sufficiency Services

TOC, pp 1-2 (all pages)

#B, pp 1-38 (all pages)

TANF-Related Programs

Pre-TANF

#D, pp 1-2 (all pages)

TANF

#F, pp 1-24 (all pages)

#G, pp 7-12

Food Stamp Programs

#B, pp 9-32

#C, pp 3-8

#D, pp 1-34 (all pages)

#F, pp 1-70 (all pages)

#H, pp 1-24 (all pages)

Child Care Assistance

TOC, pp 1-4 (all pages)

#A, pp 1-6 (all pages)

#B, pp 1-4 (all pages)

#E, pp 1-10 (all pages)

#F, pp 1-20 (all pages)

#J, pp 1-2 (all pages)

WG#2, pp 1-6 (all pages)

Medical Assistance Programs

TOC, pp 1-4 (all pages)

#B, pp 1-14 (all pages)

FSM Release #s 50A & 51

Insert

Release #50A (effective August 1, 2008):

Food Stamp Program

#D, pp 1-34 (all pages)

Release #51 (effective October 1, 2008):

TOC, pp 1-6 (all pages)

Case Management Examples

WG#1, pp 11-18

Employment and Self-Sufficiency Services

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TANF-Related Programs

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#C, pp 3-8

#D, pp 1-34 (all pages)

#F, pp 1-70 (all pages)

#H, pp 1-24 (all pages)

Child Care Assistance

TOC, pp 1-4 (all pages)

#A, pp 1-6 (all pages)

#B, pp 1-4 (all pages)

#E, pp 1-10 (all pages)

#F, pp 1-20 (all pages)

#J, pp 1-2 (all pages)

WG#2, pp 1-6 (all pages)

Medical Assistance Programs

TOC, pp 1-4 (all pages)

#B, pp 1-14 (all pages)

#E, pp 1-30 (all pages)
#F, pp 1-24 (all pages)
#G, pp 1-6 (all pages – new section)
WG#4, pp 1-6 (all pages)
WG#6, pp 1-2 (all pages)
WG#9, pp 1-2 (all pages – new section)

Noncitizens

#B, pp 1-8 (all pages)

Child Support Program

TOC, pp 1-2 (all pages)
#A, pp 1-2 (all pages)
#B, pp 1-8 (all pages)
#F, pp 1-4 (all pages)
#H, pp 1-4 (all pages – new section)

Counting Client Assets

#B, pp 1-92 (all pages)

Issuing and Restoring Benefits

#A, pp 1-18

Generic Program Information

#G, pp 1-22 (all pages)
#I, pp 1-6 (all pages)

Multiple Program Worker Guides

TOC, pp 1-2 (all pages)
#02, pp 1-16 (all pages)
#04, pp 1-4 (all pages)
#07, pp 1-4 (all pages)
5530 chart, pp 1-2 (all pages)
#11, pp 9-10
#20, pp 1-4 (all pages – new section)
#21, pp 1-2 (all pages – new section)

Subject Index and Acronyms

#A, pp 1-2 (all pages)
#B, pp 5-22 (all pages)

Contact(s): If you have any questions about this *policy*, see Introduction C, Contact List, located in this manual for a list of program contacts.

If you have questions about the *filing instructions*, please contact Barbara Hopkins at the number/email address below.

Phone: 503-945-6174

Fax:

E-mail: Barbara.r.hopkins@state.or.us

#E, pp 1-30 (all pages)
#F, pp 1-24 (all pages)
#G, pp 1-6 (all pages – new section)
WG#4, pp 1-6 (all pages)
WG#6, pp 1-2 (all pages)
WG#9, pp 1-2 (all pages – new section)

Noncitizens

#B, pp 1-8 (all pages)

Child Support Program

TOC, pp 1-2 (all pages)
#A, pp 1-2 (all pages)
#B, pp 1-8 (all pages)
#F, pp 1-4 (all pages)
#H, pp 1-4 (all pages – new section)

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