

## **SNAP targeted review audits**

What are they?

SNAP targeted review audits are PDF copies of and SSPAT audit database entries. The audits sheets sent to the field are errors which need immediate corrective action.

Requests for actions or for corrections which do not effect either SNAP issuance or eligibility are not sent to the field. Actions sited during the targeted review process related to SRS coding are not audited.

Where do they come from?

The SNAP audits are generated from the targeted review process. Every month, a SSPAT (Self Sufficiency Program Accuracy Team) reviewer assigned to your area reviews a set number of SNAP cases. Two calendar months after the review takes place, OPA1 staff for SSPAT audit a percentage of cases for each reviewer for accuracy and branch follow-up,

Any case the auditor discovers has not been corrected since the review is sent to APD central office and forwarded to the field. APD field services reviews each of the cited audits before it is sent to the field, but does not complete a second audit.

What action does the field need to take?

The field offices should take action at the time of the initial review to correct all cases which are marked as incorrect by the branch. If you disagree with the reviewers findings, contact the reviewer directly to ask for a second look. If you are unable to reach satisfaction with the reviewer contact central office Field Services, Karen Gulliver.

If the branch receives an audit sheet asking for a correction, the case has been incorrect for a minimum of three months so it required immediate action to correct. All corrective action should be narrated.

If the office disagrees with the audit finding, contact Karen Gulliver who will request the audit be changed.