

JANUARY RELEASE
ELIGIBILITY AND PAYMENTS MANUAL
 TRANSMITTAL LETTER 12/01

January 1, 2012

TO: CUSTODIANS OF ELIGIBILITY AND PAYMENTS MANUAL
 FROM: ROMAINE GILLILAND, ADMINISTRATOR
 SUBJECT: ELIGIBILITY AND PAYMENTS MANUAL CHANGES

Material Transmitted	Material Superseded
TABLE OF CONTENTS — MAPS 1000 Section 1000 — 1030 MTL 12/01 — 1 Page	TABLE OF CONTENTS — MAPS 1000 Section 1000 — 1030 MTL 09/04 — 1 Page
CHAPTER MAPS 1000 Section RESERVED MTL 12/01 — 1 Page	CHAPTER MAPS 1000 Section 1000 — 1030 MTL 11/04 — 1 Page
CHAPTER C-110 — TANF CHARTS Section C-110 — 115 MTL 12/01 — 2 Pages	CHAPTER C-110 — TANF CHARTS Section 110-115 MTL 10/06 — 2 Pages
CHAPTER C-260 — SNAP ADVERSE ACTION DATES Section C-260 Charts MTL 12/01 — 1 Page	CHAPTER C-260 — SNAP ADVERSE ACTION DATES Section C-260 Charts MTL 10/01 — 1 Page

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
TOC-1000	Reserved	
MAPS 1000	Reserved	
C-110	Update the monthly cutoff schedule for 2012	IM 30-11
C-115	Update the NOMADS Adverse Action Chart 2012	IM 30-11
C-260	Update the NOMADS Adverse Action dates for 2012	IM 30-11

January 1, 2012

Effective Date – January 1, 2012

Instructions for Manual Maintenance -- Replace superseded pages (5) with transmitted pages (5).

(MTL/E&P 12/01)

MARCH RELEASE
ELIGIBILITY AND PAYMENTS MANUAL
 TRANSMITTAL LETTER 12/02

March 1, 2012

TO: CUSTODIANS OF ELIGIBILITY AND PAYMENTS MANUAL
 FROM: DIANE J. COMEAUX, ADMINISTRATOR
 SUBJECT: ELIGIBILITY AND PAYMENTS MANUAL CHANGES

Material Transmitted

Material Superseded

CHAPTER A-816 — DETERMINING MANDATORY AND EXEMPT PARTICIPANTS

Section A-816.2.4.1 — A-817
 MTL 12/02 — 1 Page

CHAPTER A-818 — REFERRAL TO EMPLOYMENT & TRAINING PROGRAM

Section A-818 — A-818.1.1
 MTL 12/02 — 1 Page

CHAPTER B-470 — ABLE BODIED ADULTS WITHOUT DEPENDANTS (ABAWDs)

Section B-470.1 — B-473
 MTL 12/02 — 2 Pages

CHAPTER A-816 — DETERMINING MANDATORY AND EXEMPT PARTICIPANTS

Section A-816.2.4.1 — A-817
 MTL 11/03 — 1 Page

CHAPTER A-818 — REFERRAL TO EMPLOYMENT & TRAINING PROGRAM

Section A-818 — A-818.1.1
 MTL 11/03 — 1 Page

CHAPTER B-470 — ABLE BODIED ADULTS WITHOUT DEPENDANTS (ABAWDs)

Section B-470.1 — B-473
 MTL 10/03, 10/05, 10/06 — 3 Pages

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
A-816.1	State SNAPET Exemptions – Code 21 language updated to reflect the changes in the SNAPET State Plan FY2012	
A-818.1	SNAP Employment and Training (SNAPET) Orientation & Job Search -Removed language reducing the number of job contact required in a labor surplus or high unemployment area.	
B-471	Federal SNAPET Exemptions -Removed table of Federal SNAPET Exemptions and referred to manual section A-816.	
B-471	State SNAPET Exemptions – Removed table of State SNAPET Exemptions and referred to manual section A-816.	
B-471	SNAPET Participation Deferrals – Removed table of SNAPET Participation Deferral codes and referred to manual section A-816.	
B-471	SNAPET Work Codes To Screen and Use In Determining SNAPET Status -Removed language referring to exempting SNAPET participants in a waived area.	
B-472	Labor Surplus and High Unemployment Rate Waiver Areas - Removed language referring to exempting SNAPET participants in a waived area.	

March 1, 2012

Effective Date – March 1, 2012

Instructions for Manual Maintenance -- Replace superseded pages (4) with transmitted pages (5).

(MTL/E&P 12/02)

MAY RELEASE
ELIGIBILITY AND PAYMENTS MANUAL
TRANSMITTAL LETTER 12/03

May 1, 2012

TO: CUSTODIANS OF ELIGIBILITY AND PAYMENTS MANUAL
FROM: DIANE J. COMEAUX, ADMINISTRATOR
SUBJECT: ELIGIBILITY AND PAYMENTS MANUAL CHANGES

Material Transmitted

Material Superseded

CHAPTER MAPS 150 — FAMILY PLANNING SERVICES

Section MAPS 140.3 — 150.5
MTL 12/03 — 2 Pages

CHAPTER MAPS 338 — THE CHILD HEALTH ASSURANCE PROGRAM (CHAPS) — BUDGETING

Section MAPS 338.2,2 — 339.1
MTL 12/03 — 1 Page

CHAPTER MAPS 670 — MEDICAL ASSISTANCE PROGRAMS — INCOME TEST

Section MAPS 670
MTL 12/03 — 2 Page

CHAPTER MAPS 925 — POST AND TRANSITIONAL MEDICAL — 185% FEDERAL (FPIL) TEST

Section MAPS 925.6 — 925.8
MTL 12/03 — 1 Page

CHAPTER PART B — INELIGIBLE PERIOD FOR INDIVIDUALS CONVICTED OF FELONY DRUG-RELATED OFFENSES

Section B-941.3.1 — B-941.5.1
MTL 12/03 — 1 Page

CHAPTER PART C — TANF NEED STANDARDS

Section PART C 140
MTL 12/03 — 1 Page

CHAPTER PART C — TANF BUDGETING STEPS

Section PART C 180⁴ — 180⁵
MTL 12/03 — 1 Page

CHAPTER PART C — TABLE OF CONTENTS — SUBSTANCE ABUSE RESOURCES

Section PART C 750 (RESERVED)
MTL 12/03 — 1 Page

CHAPTER PART C — SUBSTANCE ABUSE RESOURCES

Section 750 — 750.3⁴ (RESERVED)
MTL 12/03 — 1 Page

CHAPTER MAPS 150 — FAMILY PLANNING SERVICES

Section MAPS 140.3 — 150.5
MTL 10/01, 11/04 — 2 Pages

CHAPTER MAPS 338 — THE CHILD HEALTH ASSURANCE PROGRAM (CHAPS) — BUDGETING

Section MAPS 338.2,2 — 339.1
MTL 11/02 — 1 Page

CHAPTER MAPS 670 — MEDICAL ASSISTANCE PROGRAMS — INCOME TEST

Section MAPS 670
MTL 11/01 — 2 Page

CHAPTER MAPS 925 — POST AND TRANSITIONAL MEDICAL — 185% FEDERAL (FPIL) TEST

Section MAPS 925.6 — 925.8
MTL 11/01 — 1 Page

CHAPTER PART B 941.3.1 — INELIGIBLE PERIOD FOR INDIVIDUALS CONVICTED OF FELONY DRUG-RELATED OFFENSES

Section B-941.3.1 — B-941.5.1
MTL 10/03 — 8 Pages

CHAPTER PART C — TANF NEED STANDARDS

Section PART C 140
MTL 11/05 — 1 Page

CHAPTER PART C — TANF BUDGETING STEPS

Section PART C 180⁴ — 180⁵
MTL 11/02 — 1 Page

CHAPTER PART C — TABLE OF CONTENTS — SUBSTANCE ABUSE RESOURCES

Section PART C 750
MTL 10/06 — 1 Page

CHAPTER PART C — SUBSTANCE ABUSE RESOURCES

Section 750 — 750.3⁴
MTL 09/03 — 8 Pages

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
MAPS 150	Update MAPS Section 150 with new Subrogation vendor information.	
MAPS 338.5	Income Limits — Update Income Limits with 2012 Federal Poverty Level increase.	
MAPS 670	Income Test — Update Income Test Chart with 2012 Federal Poverty Level increase.	
MAPS 925.8	Update 185% of Federal Poverty Income Level (FPIL) Test chart with 2012 income figures.	
B-941.3.1	Ineligible Period for Individuals Convicted of Felony Drug-Related Offenses — Section updated with the addition of the Nevada SAPTA approved Treatment Programs website. This provides the most current listing of approved programs.	
C-140	Update income charts with 2012 Federal Poverty Level increases.	
C-180.4	Update income charts with 2012 Federal Poverty Level increases.	
C-180.5	Update 100% need standards with 2012 Federal Poverty Level increases.	
TOC C - 750	Substance Abuse Resources — This section removed from the manual. The most recent listing approved programs is available through the MHMR SAPTA website now listed in B-941.3.1. — (RESERVED)	
C-750	Substance Abuse Resources — This section removed from the manual. The most recent listing approved programs is available through the MHMR SAPTA website now listed in B-941.3.1. — (RESERVED)	

May 1, 2012

Effective Date – May 1, 2012Instructions for Manual Maintenance -- Replace superseded pages (11) with transmitted pages (25).

(MTL/E&P 12/03)

JULY RELEASE
ELIGIBILITY AND PAYMENTS MANUAL
TRANSMITTAL LETTER 12/04

July 1, 2012

TO: CUSTODIANS OF ELIGIBILITY AND PAYMENTS MANUAL
FROM: DIANE J. COMEAUX, ADMINISTRATOR
SUBJECT: ELIGIBILITY AND PAYMENTS MANUAL CHANGES

Material Transmitted	Material Superseded
CHAPTER A-225 — VERIFICATION AND DOCUMENTATION Section A-225 ³ — A-225 ⁴ MTL 12/01 — 1 Page	CHAPTER A-225 — VERIFICATION AND DOCUMENTATION Section A-225 ³ — A-225 ⁴ MTL 11/04 — 1 Page
CHAPTER A-630 — SNAP INCOME DEDUCTIONS/EXPENSES Section A-630.1.1 — A-630.2 MTL 12/04 — 1 Page Section A-630.3.1 — A-630.4.2 MTL 12/04 — 1 Page	CHAPTER A-630 — SNAP INCOME DEDUCTIONS/EXPENSES Section A-630.1.1 — A-630.2 MTL 11/04 — 1 Page Section A-630.3.1 — A-630.4.2 MTL 09/05 — 1 Page
CHAPTER A-711 — INCOME Section A-711.2 — A-711.3.1 MTL 12/04 — 1 Page Section A-720.1 ² — A-720.1 ³ MTL 12/04 — 1 Page	CHAPTER A-711 — INCOME Section A-711.2 — A-711.3.1 MTL 11/04 — 1 Page Section A-720.1 ² — A-720.1 ³ MTL 11/06 — 1 Page
TABLE OF CONTENTS A-800 — EMPLOYMENT AND TRAINING Section A-800 — A-831 MTL 12/04 — 5 Pages	TABLE OF CONTENTS A-800 — EMPLOYMENT AND TRAINING Section A-800 — A-831 MTL 11/03 — 5 Pages
CHAPTER A-800 — EMPLOYMENT AND TRAINING Section A-810 — A-814.2.5 MTL 12/04 — 5 Pages Section A-814.2.9 — A-814.5.1 MTL 12/04 — 2 Pages Section A-814.5.1.2 — A-815.2 MTL 12/04 — 4 Pages Section A-816.2 ⁴ — 816.2.4.1 MTL 12/04 — 1 Page Section A-821.4.1 — A-821.4.1.3 MTL 12/04 — 1 Page Section A-821.4.8 — 821.5.2 MTL 12/04 — 2 Pages	CHAPTER A-800 — EMPLOYMENT AND TRAINING Section A-810 — A-814.2.5 MTL 11/03 — 5 Pages Section A-814.2.9 — A-814.5.1 MTL 11/03 — 2 Pages Section A-814.5.1.2 — A-815.2 MTL 11/03 — 4 Pages Section A-816.2 ⁴ — 816.2.4.1 MTL 11/03 — 1 Page Section A-821.4.1 — A-821.4.1.3 MTL 11/03 — 1 Page Section A-821.4.8 — 821.5.2 MTL 11/03 — 2 Pages

Material Transmitted	Material Superseded
Section A-826.2 — A-827.4 MTL 12/04 — 4 Pages	Section A-826.2 — A-827.4 MTL 11/03 — 4 Pages
Section A-829.2 — A-831 ² MTL 12/04 — 3 Pages	Section A-829.2 — A-831 ² MTL 11/03 — 3 Pages
CHAPTER A-1000 — TANF CASH PROGRAMS Section A-1010 — A-1021 MTL 12/04 — 1 Page	CHAPTER A-1000 — TANF CASH PROGRAMS Section A-1010 — A-1021 MTL 11/05 — 1 Page
Section A-1031.4 — A-1033.2 MTL 12/04 — 3 Pages	Section A-1031.4 — A-1033.2 MTL 11/05 — 3 Pages
CHAPTER A-1600 — CHILD SUPPORT Section A-1621.1 — A-1630 MTL 12/04 — 4 Pages	CHAPTER A-1600 — CHILD SUPPORT Section A-1621.1 — A-1630 MTL 10/03 — 5 Pages
CHAPTER A-1800 — Case Disposition Section A-1822.1 — A-1824.2 MTL 12/04 — 2 Pages	CHAPTER A-1800 — Case Disposition Section A-1822.1 — A-1824.2 MTL 11/01, 11/06 — 2 Pages
Section A-1825 — A-1842 MTL 12/04 — 1 Page	Section A-1825 — A-1842 MTL 10/04 — 1 Page
CHAPTER MAPS-100 — MEDICAID ELIGIBILITY Section MAPS-100 — MAPS-120.1 MTL 12/04 — 1 Page	CHAPTER MAPS-100 — MEDICAID ELIGIBILITY Section MAPS-100 — MAPS-120.1 MTL 10/01 — 1 Page
Section MAPS-140.3 — MAPS-150.2 MTL 12/04 — 1 Page	Section MAPS-140.3 — MAPS-150.2 MTL 12/03 — 1 Page
Section MAPS-150.5 ¹ — MAPS-150.6 MTL 12/04 — 1 Page	Section MAPS-150.5 ¹ — MAPS-150.6 MTL 10/01 — 1 Page
CHAPTER MAPS-200 — TANF-RELATED MEDICAID COVERAGE Section MAPS-200 — MAPS 200.3 MTL 12/04 — 1 Page	CHAPTER MAPS-200 — TANF-RELATED MEDICAID COVERAGE Section MAPS-200 — MAPS 200.3 MTL 11/01 — 1 Page
CHAPTER MAPS-300 — THE CHILD HEALTH ASSURANCE PROGRAM (CHAPS) Section MAPS-322 — MAPS 332.1 MTL 12/04 — 2 Pages	CHAPTER MAPS-300 — THE CHILD HEALTH ASSURANCE PROGRAM (CHAPS) Section MAPS-322 — MAPS 332.1 MTL 9/03, 10/06 — 2 Pages
Section MAPS-338.2 — MAPS 339.1 MTL 12/04 — 1 Page	Section MAPS-338.2 — MAPS 339.1 MTL 12/03 — 1 Page
CHAPTER MAPS-450 — MEDICAL ASSISTANCE PROGRAM Section MAPS-453 ³ — MAPS-472 MTL 12/04 — 2 Pages	CHAPTER MAPS-450 — MEDICAL ASSISTANCE PROGRAM Section MAPS-453 ³ — MAPS-472 MTL 06/01 — 2 Pages

Material Transmitted	Material Superseded
CHAPTER MAPS-800 — MEDICAID ASSISTANCE/BREAST AND CERVICAL CANCER Section MAPS-825 — MAPS-829 MTL 12/04 — 1 Page	Section MAPS-825 — MAPS-829 MTL 10/06 — 1 Page
CHAPTER B-120 — REVIEW OF ELIGIBILITY/RECERTIFICATION Section B-120 — B-122 MTL 12/04 — 1 Page	CHAPTER B-120 — REVIEW OF ELIGIBILITY/RECERTIFICATION Section B-120 — B-122 MTL 11/04 — 1 Page
TABLE OF CONTENTS B-200 — ISSUING BENEFITS Section B-210 — B-297 MTL 12/04 — 1 Page	TABLE OF CONTENTS B-200 — ISSUING BENEFITS Section B-210 — B-297 MTL 11/04 — 1 Page
CHAPTER B-200 — ISSUING BENEFITS Section B-200 — B-293 MTL 12/04 — 6 Pages	CHAPTER B-200 — ISSUING BENEFITS Section B-200 — B-293 MTL 11/04 — 6 Pages
CHAPTER M-100 — MEDICAID MANAGED CARE Section M-100 — M-120 MTL 12/04 — 1 Page	CHAPTER M-100 — MEDICAID MANAGED CARE Section M-100 — M-120 MTL 10/06 — 1 Page

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
A-225	RECERTIFICATION/REVIEW OF ELIGIBILITY — Updated the sections regarding required verification for all programs during the Review of Eligibility or Recertification process.	
A-300 TOC	TOC — added new reference A-322.1 Unborn Due Date (EDC)	
A-322.1	Unborn Due Date (EDC) — Added a new reference at the request of field staff to outline the policy procedures when an unborn child's EDC on the "PREG" screen has expired and verification of the "status" of a newborn is not received/reported.	
A-326.1	Temporary Absence of Child — rearranged paragraphs, added at the request of field staff to differentiate the bullets when the 90 days absence is allowed and added a new paragraph outlining actions required by the case managers to establish continued absence.	
A-326.2	Absence Due to Child Being in the Custody of a State or Local Child Protective Service Agency — field staff requested a broader definition/procedures regarding the "Intent" of a reunification plan to allow continued assistance for 90/180 days. In a joint effort, DWSS worked with members of DCFS and the Washoe Social and Protective Services to define the steps and time period used when a child(ren) is removed from the home and the reunification plan. The original paragraph was removed and replaced with 2 new paragraphs outlining the "intent" of a reunification plan.	
A-327	Temporary Absence of an Adult — rearranged paragraphs to differentiate when the 90 days absence is allowed, added a Note regarding an employed adult member's is absence for employment and added a new paragraph outlining actions required by the case managers to establish continued absence.	
A-330.1	Evaluation of Minor Children Included in the SNAP — Household - added the word "the" to the 4th bullet.	

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
A-332 #4	Who is Not Included — Changed the heading in #4 by adding the word "Excluded." The heading will now read "Ineligible/Disqualified/ Excluded Members." The change was a result of a P&P question from a field office regarding 2 children having the same mother but only one child who was related to the caretaker relative.	P&P #02-12 P&P #14-09
A-630.1.3	Verifying Shelter Costs — Section updated for clarity per field request. The acceptance of client statement regarding shelter expenses applies to all allowable shelter costs not just rent/mortgage. Additional sentence added to clarify expenses previously reported, but not allowed due to failure to verify, must be reevaluated at recertification and the expenses allowed if the circumstances still exist.	
A-630.4	Child Support Deductions — Section updated with a note due to clarification from FNS. Court ordered child support payments made TO a parent outside the SNAP household for children in the SNAP household is an allowable expense.	
A-630.4.1	Allowable Child Support Deductions — Section updated due to clarification from FNS. Court ordered child support payments made TO a parent outside the SNAP household for children in the SNAP household is an allowable expense.	
A-711.3	Earned Income — corrected misspelling of "temporarily" and clarified to budget wages of an individual who is not a required household member because their absence will extend beyond 90 days who make his/her wages available to the household as unearned income. Divide the amount received by an absent member equally between household members who have a relationship of spouse/child.	
A-720.1	Alpha Listing of Types of Income and Income Status — For Professional Gambler, corrected the Earned Income from a "Y" to an "X."	
TOC-800	Table of Contents – Employment and Training — New Sections, 812.1, 812.1.1, 827.3, and 831.	
A-800	Removal of references to the Non Custodial Parent (NCP) — program throughout section	
A-812.1	Addition of Tiers to Self Sufficiency — During the 2011 Legislative Session, the Silver State Works Program through DETR was approved. In conjunction with this statewide program, DWSS began the development of a focused tiering concept. The tiering process, which assists case managers in assessing the job readiness status and case management focus of each TANF participant, is described in this section.	
A-812.1.1	Tier Tracking and Reporting.	
A-814.2.2	Update section for clarification.	
A-814.9	Job Retention Bonus Payment — updated to note based on available funding.	
A-815	Voucher Redemption Update — section to note that ROI documents from doctor must be kept in a locked file cabinet if a specific diagnosis is noted.	
A-815.1.6	DMV Voucher Section — Updated SSN to UPI number.	
A-816.2.4	Exemption Codes — Clarification of Code E being a single parent who meets the definition of a work eligible individual.	
A-821	Work Activities Leading to Economic Independence — Clarification of commission: hours should be derived by dividing the gross income less expenses by federal minimum wage update: (unless hourly wage is known OR unless otherwise specified).	

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
A-821.4.10	Education Directly Related to Employment (non0core) — Clarification of the EE activity.	
A-821.4.11	Regular Attendance at Secondary School or in a GED Program (non-core) — Clarification of the ED activity.	
A-827.2	Employment & Training Compliance — Clarification of Action for non-compliance and removal of reference of a TANF check being sent to the local office for pick up until compliance.	
A-831	Forms — Addition of section on Silver State Works Program (SSW) and referral process by DWSS field staff.	
A-1011	Eligibility — corrected the chart on eligibility element "TANF/Time Limits under the "Non-Assistance column of the TEMP program to "No."	
A-1031.7	Time Limits and Period of Ineligibility — reworded #1 to further clarify how SSG benefits are used to determine the period of ineligibility and to align # 3.	
A-1031.8	Hardship — added a semicolon and changed the points from a box to bullets.	
A-1031.9	Circumstances Under Which More Than One SSG Payment May Be Made — added semicolons and changed the points from a box to bullets.	
A-1032.2.1	Repayment Agreement — clarified when a TANF Loan adult member receives a lump sum payment and does not or refuses to repay the Loan benefits, benefits reductions will be taken from any current or future benefits payments including TCHD (Aid Codes COS and CON).	IM # 24-11
A-1033.2	Disposition - changed the word "certification" period to "eligibility" period.	
A-1621.1	Assignment of Support — added a sentence that Medical support (45 CFR 435.610), assigns rights to the Medicaid agency to medical support and to medical care from any third party. Also added in the chart a / between NEON and Child.	
A-1621.3	Surrendering Child Support Payments to CSEP — added clarification this section applies to TANF/NEON and Child Only cash benefits. Removed the manual reference in bullet number # 4.	
A-1624	"Good Cause" for Non-cooperation With CSEP — In the "NOTE" section, changed the wording from worker to case manager.	
A-1624.2	Procedure to Claim Good Cause — clarified wording and punctuations.	
A-1625.1	Intake Case Processing For Noncooperation with CSEP Process — added clarification if the caregiver previous case was terminated due to non-cooperation with CSEP, the new application cannot be approved until the non-cooperation issue is resolved.	
A-1625.3	Noncooperation Referrals from CSEP - added clarification the case manager must provide notification of the action taken on the case to the office e-mail account and the IV-D worker who sent the request for non-cooperation.	
A-1627	Receipt of IRS Tax Refund Intercept - removed the first paragraph, as it no longer applies.	
A-1822.2	Prorated Benefits - Third paragraph and Example on SNAP side added to both TANF and SNAP.	
A-1823	Supplemental Benefits - Section added to both TANF and SNAP sides of manual.	
A-1824.1	Simplified Reporters - Last paragraph of note removed. Interviews are addressed in A-100.	
A-1824.2	Status Change Reporters - Last paragraph of note removed. Interviews are addressed in A-100.	
A-1841	Denial of an Application - Title updated to clarify this is for an initial application and not a ROE or recertification. Updated first paragraph on SNAP side to clarify how to calculate the 30 th day for denial. Manual section reference removed as it is the next section of the manual.	

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
A-1842	Termination at Review or Recertification - add "or on" before "the 15" for clarity.	
MAPS-100	General Medicaid Provisions — Removed the HIFA program from Section 105.	
MAPS-150	Third-Party Liability (TPL) and Verification — Added a note regarding Surrogates.	
MAPS-150.5	Responding to TPL Recovery Requests — Corrected Food Stamps to SNAP.	
MAPS-200.3	Effective Date of TANF-Related Medicaid Eligibility — Added a note to the section stating the case manager should future action the case to re-evaluate under TRM at the sixth month of pregnancy.	
MAPS-322	Disposition — Add a note to the section stating the case manager should approve the case for CHAP and future action the case to re-evaluate under TRM at the sixth month pregnancy	
MAPS-329	Residence/Domicile — Update the responsible parent information regarding application, reporting, and income requirements.	
MAPS-338.2	Budgeting — Update the responsible parent information regarding income requirements.	
MAPS-453.7	Non-Financial Eligibility Criteria — Update Third Part Liability Policy regarding the process of informing the TPL unit of coverage.	
MAPS-457	Medicaid Eligibility for Children Receiving TANF Benefits — Update manual Section reference in MAPS-457.	
MAPS-825	Medicaid Eligibility — Correct spelling.	
B-121	Review of Eligibility Notice/Notice of Expiration — Update for clarity as part of SNAP CAP.	
B-210	Types of Benefits - SNAP added to section. In 7. The word "reapplication" replaced with "recertification."	
B-220	Benefit Issuance Methods - The term Paper Draft replaced with Check.	
B-220.1	Benefit Amount - Second bullet, the word warrants replaced with checks.	
B-230.4	Over-the-Counter (OTC) Card Issuance - Form number updated to correct number in first bullet. Remainder of section updated to match new EBT procedures due to the change from CAPS device to a card reader for card issuance.	
B-250	Personal Identification Number (Pin) - Section updated to match new EBT procedures due to the change from CAPS device to a card reader for card issuance.	
B-260	Mailing Address - Section regarding alternate payee moved to the TANF side of manual only, SNAP does not have alternate payees.	
B-270	Replacement of EBT Cards – Forth paragraph updated with timeframes for EBT replacement.	
B-280	Replacing Benefits - Form number updated in last line and sentence added for clarification.	
B-280.1	Replacement of Check - Entire section re-written to match re-write of Form 1060 - Affidavit - General and Forged based on a request from Accounting and I&R...	

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
B-290	SNAP Destroyed in Household Disasters - SNAP replaced with EBT Card.	
B-291	Destroyed Food - Manual section referral removed as listed section no longer exists. In second bullet "FCS", correct to "FNS." In 1. The form number updated to incorporate new Form 2305-EFD, Affidavit of Claimant, and Replacement of Destroyed Food Purchased with EBT Benefits.	
B-933	Personal Responsibility Plan (PRP) - Correction to manual reference in the 3 rd paragraph from A-826.3 to A-827.3	
M-115	Enrolling Newborns — Update Food Stamp reference needs to be changed to SNAP.	

July 1, 2012

Effective Date – July 1, 2012

Instructions for Manual Maintenance -- Replace superseded pages (62) with transmitted pages (63).

(MTL/E&P 12/04)

JULY RELEASE
ELIGIBILITY AND PAYMENTS MANUAL
TRANSMITTAL LETTER 12/04
REVISED

July 31, 2012

TO: CUSTODIANS OF ELIGIBILITY AND PAYMENTS MANUAL
FROM: DIANE J. COMEAUX, ADMINISTRATOR
SUBJECT: ELIGIBILITY AND PAYMENTS MANUAL CHANGES

Material Transmitted	Material Superseded
CHAPTER A-225 — VERIFICATION AND DOCUMENTATION Section A-225 ³ — A-225 ⁴ MTL 12/01 — 1 Page	CHAPTER A-225 — VERIFICATION AND DOCUMENTATION Section A-225 ³ — A-225 ⁴ MTL 11/04 — 1 Page
CHAPTER A-630 — SNAP INCOME DEDUCTIONS/EXPENSES Section A-630.1.1 — A-630.2 MTL 12/04 — 1 Page Section A-630.3.1 — A-630.4.2 MTL 12/04 — 1 Page	CHAPTER A-630 — SNAP INCOME DEDUCTIONS/EXPENSES Section A-630.1.1 — A-630.2 MTL 11/04 — 1 Page Section A-630.3.1 — A-630.4.2 MTL 09/05 — 1 Page
CHAPTER A-711 — INCOME Section A-711.2 — A-711.3.1 MTL 12/04 — 1 Page Section A-720.1 ² — A-720.1 ³ MTL 12/04 — 1 Page	CHAPTER A-711 — INCOME Section A-711.2 — A-711.3.1 MTL 11/04 — 1 Page Section A-720.1 ² — A-720.1 ³ MTL 11/06 — 1 Page
TABLE OF CONTENTS A-800 — EMPLOYMENT AND TRAINING Section A-800 — A-831 MTL 12/04 — 5 Pages	TABLE OF CONTENTS A-800 — EMPLOYMENT AND TRAINING Section A-800 — A-831 MTL 11/03 — 5 Pages
CHAPTER A-800 — EMPLOYMENT AND TRAINING Section A-810 — A-814.2.5 MTL 12/04 — 5 Pages Section A-814.2.9 — A-814.5.1 MTL 12/04 — 2 Pages Section A-814.5.1.2 — A-815.2 MTL 12/04 — 4 Pages Section A-816.2 ⁴ — 816.2.4.1 MTL 12/04 — 1 Page Section A-821.4.1 — A-821.4.1.3 MTL 12/04 — 1 Page Section A-821.4.8 — 821.5.2 MTL 12/04 — 2 Pages	CHAPTER A-800 — EMPLOYMENT AND TRAINING Section A-810 — A-814.2.5 MTL 11/03 — 5 Pages Section A-814.2.9 — A-814.5.1 MTL 11/03 — 2 Pages Section A-814.5.1.2 — A-815.2 MTL 11/03 — 4 Pages Section A-816.2 ⁴ — 816.2.4.1 MTL 11/03 — 1 Page Section A-821.4.1 — A-821.4.1.3 MTL 11/03 — 1 Page Section A-821.4.8 — 821.5.2 MTL 11/03 — 2 Pages

Material Transmitted	Material Superseded
Section A-826.2 — A-827.4 MTL 12/04 — 4 Pages	Section A-826.2 — A-827.4 MTL 11/03 — 4 Pages
Section A-829.2 — A-831 ² MTL 12/04 — 3 Pages	Section A-829.2 — A-831 ² MTL 11/03 — 3 Pages
CHAPTER A-1000 — TANF CASH PROGRAMS Section A-1010 — A-1021 MTL 12/04 — 1 Page	CHAPTER A-1000 — TANF CASH PROGRAMS Section A-1010 — A-1021 MTL 11/05 — 1 Page
Section A-1031.4 — A-1033.2 MTL 12/04 — 3 Pages	Section A-1031.4 — A-1033.2 MTL 11/05 — 3 Pages
CHAPTER A-1600 — CHILD SUPPORT Section A-1621.1 — A-1630 MTL 12/04 — 4 Pages	CHAPTER A-1600 — CHILD SUPPORT Section A-1621.1 — A-1630 MTL 10/03 — 5 Pages
CHAPTER A-1800 — Case Disposition Section A-1822.1 — A-1824.2 MTL 12/04 — 2 Pages	CHAPTER A-1800 — Case Disposition Section A-1822.1 — A-1824.2 MTL 11/01, 11/06 — 2 Pages
Section A-1825 — A-1842 MTL 12/04 — 1 Page	Section A-1825 — A-1842 MTL 10/04 — 1 Page
CHAPTER MAPS-100 — MEDICAID ELIGIBILITY Section MAPS-100 — MAPS-120.1 MTL 12/04 — 1 Page	CHAPTER MAPS-100 — MEDICAID ELIGIBILITY Section MAPS-100 — MAPS-120.1 MTL 10/01 — 1 Page
Section MAPS-140.3 — MAPS-150.2 MTL 12/04 — 1 Page	Section MAPS-140.3 — MAPS-150.2 MTL 12/03 — 1 Page
Section MAPS-150.5 ¹ — MAPS-150.6 MTL 12/04 — 1 Page	Section MAPS-150.5 ¹ — MAPS-150.6 MTL 10/01 — 1 Page
CHAPTER MAPS-200 — TANF-RELATED MEDICAID COVERAGE Section MAPS-200 — MAPS 200.3 MTL 12/04 — 1 Page	CHAPTER MAPS-200 — TANF-RELATED MEDICAID COVERAGE Section MAPS-200 — MAPS 200.3 MTL 11/01 — 1 Page
CHAPTER MAPS-300 — THE CHILD HEALTH ASSURANCE PROGRAM (CHAPS) Section MAPS-322 — MAPS 332.1 MTL 12/04 — 2 Pages	CHAPTER MAPS-300 — THE CHILD HEALTH ASSURANCE PROGRAM (CHAPS) Section MAPS-322 — MAPS 332.1 MTL 9/03, 10/06 — 2 Pages
Section MAPS-338.2 — MAPS 339.1 MTL 12/04 — 1 Page	Section MAPS-338.2 — MAPS 339.1 MTL 12/03 — 1 Page
CHAPTER MAPS-450 — MEDICAL ASSISTANCE PROGRAM Section MAPS-453 ³ — MAPS-472 MTL 12/04 — 2 Pages	CHAPTER MAPS-450 — MEDICAL ASSISTANCE PROGRAM Section MAPS-453 ³ — MAPS-472 MTL 06/01 — 2 Pages

Material Transmitted	Material Superseded
CHAPTER MAPS-800 — MEDICAID ASSISTANCE/BREAST AND CERVICAL CANCER Section MAPS-825 — MAPS-829 MTL 12/04 — 1 Page	Section MAPS-825 — MAPS-829 MTL 10/06 — 1 Page
CHAPTER B-120 — REVIEW OF ELIGIBILITY/RECERTIFICATION Section B-120 — B-122 MTL 12/04 — 1 Page	CHAPTER B-120 — REVIEW OF ELIGIBILITY/RECERTIFICATION Section B-120 — B-122 MTL 11/04 — 1 Page
TABLE OF CONTENTS B-200 — ISSUING BENEFITS Section B-210 — B-297 MTL 12/04 — 1 Page	TABLE OF CONTENTS B-200 — ISSUING BENEFITS Section B-210 — B-297 MTL 11/04 — 1 Page
CHAPTER B-200 — ISSUING BENEFITS Section B-200 — B-293 MTL 12/04 — 6 Pages	CHAPTER B-200 — ISSUING BENEFITS Section B-200 — B-293 MTL 11/04 — 6 Pages
CHAPTER M-100 — MEDICAID MANAGED CARE Section M-100 — M-120 MTL 12/04 — 1 Page	CHAPTER M-100 — MEDICAID MANAGED CARE Section M-100 — M-120 MTL 10/06 — 1 Page

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
A-225	RECERTIFICATION/REVIEW OF ELIGIBILITY — Updated the sections regarding required verification for all programs during the Review of Eligibility or Recertification process.	
A-630.1.3	Verifying Shelter Costs — Section updated for clarity per field request. The acceptance of client statement regarding shelter expenses applies to all allowable shelter costs not just rent/mortgage. Additional sentence added to clarify expenses previously reported, but not allowed due to failure to verify, must be reevaluated at recertification and the expenses allowed if the circumstances still exist.	
A-630.4	Child Support Deductions — Section updated with a note due to clarification from FNS. Court ordered child support payments made TO a parent outside the SNAP household for children in the SNAP household is an allowable expense.	
A-630.4.1	Allowable Child Support Deductions — Section updated due to clarification from FNS. Court ordered child support payments made TO a parent outside the SNAP household for children in the SNAP household is an allowable expense.	
A-711.3	Earned Income — corrected misspelling of "temporarily" and clarified to budget wages of an individual who is not a required household member because their absence will extend beyond 90 days who make his/her wages available to the household as unearned income. Divide the amount received by an absent member equally between household members who have a relationship of spouse/child.	

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
A-720.1	Alpha Listing of Types of Income and Income Status — For Professional Gambler, corrected the Earned Income from a "Y" to an "X."	
TOC-800	Table of Contents – Employment and Training — New Sections, 812.1, 812.1.1, 827.3, and 831.	
A-800	Removal of references to the Non Custodial Parent (NCP) — program throughout section	
A-812.1	Addition of Tiers to Self Sufficiency — During the 2011 Legislative Session, the Silver State Works Program through DETR was approved. In conjunction with this statewide program, DWSS began the development of a focused tiering concept. The tiering process, which assists case managers in assessing the job readiness status and case management focus of each TANF participant, is described in this section.	
A-812.1.1	Tier Tracking and Reporting.	
A-814.2.2	Update section for clarification.	
A-814.9	Job Retention Bonus Payment — updated to note based on available funding.	
A-815	Voucher Redemption Update — section to note that ROI documents from doctor must be kept in a locked file cabinet if a specific diagnosis is noted.	
A-815.1.6	DMV Voucher Section — Updated SSN to UPI number.	
A-816.2.4	Exemption Codes — Clarification of Code E being a single parent who meets the definition of a work eligible individual.	
A-821	Work Activities Leading to Economic Independence — Clarification of commission: hours should be derived by dividing the gross income less expenses by federal minimum wage update: (unless hourly wage is known OR unless otherwise specified).	
A-821.4.10	Education Directly Related to Employment (non-core) — Clarification of the EE activity.	
A-821.4.11	Regular Attendance at Secondary School or in a GED Program (non-core) — Clarification of the ED activity.	
A-827.2	Employment & Training Compliance — Clarification of Action for non-compliance and removal of reference of a TANF check being sent to the local office for pick up until compliance.	
A-831	Forms — Addition of section on Silver State Works Program (SSW) and referral process by DWSS field staff.	
A-1011	Eligibility — corrected the chart on eligibility element "TANF/Time Limits under the "Non-Assistance column of the TEMP program to "No."	
A-1031.7	Time Limits and Period of Ineligibility — reworded #1 to further clarify how SSG benefits are used to determine the period of ineligibility and to align # 3.	
A-1031.8	Hardship — added a semicolon and changed the points from a box to bullets.	
A-1031.9	Circumstances Under Which More Than One SSG Payment May Be Made — added semicolons and changed the points from a box to bullets.	
A-1032.2.1	Repayment Agreement — clarified when a TANF Loan adult member receives a lump sum payment and does not or refuses to repay the Loan benefits, benefits reductions will be taken from any current or future benefits payments including TCHD (Aid Codes COS and CON).	IM # 24-11
A-1033.2	Disposition - changed the word "certification" period to "eligibility" period.	
A-1621.1	Assignment of Support — added a sentence that Medical support (45 CFR 435.610), assigns rights to the Medicaid agency to medical support and to medical care from any third party. Also added in the chart a / between NEON and Child.	

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
A-1621.3	Surrendering Child Support Payments to CSEP — added clarification this section applies to TANF/NEON and Child Only cash benefits. Removed the manual reference in bullet number # 4.	
A-1624	"Good Cause" for Non-cooperation With CSEP — In the "NOTE" section, changed the wording from worker to case manager.	
A-1624.2	Procedure to Claim Good Cause — clarified wording and punctuations.	
A-1625.1	Intake Case Processing For Noncooperation with CSEP Process — added clarification if the caregiver previous case was terminated due to non-cooperation with CSEP, the new application cannot be approved until the non-cooperation issue is resolved.	
A-1625.3	Noncooperation Referrals from CSEP - added clarification the case manager must provide notification of the action taken on the case to the office e-mail account and the IV-D worker who sent the request for non-cooperation.	
A-1627	Receipt of IRS Tax Refund Intercept - removed the first paragraph, as it no longer applies.	
A-1822.2	Prorated Benefits - Third paragraph and Example on SNAP side added to both TANF and SNAP.	
A-1823	Supplemental Benefits - Section added to both TANF and SNAP sides of manual.	
A-1824.1	Simplified Reporters - Last paragraph of note removed. Interviews are addressed in A-100.	
A-1824.2	Status Change Reporters - Last paragraph of note removed. Interviews are addressed in A-100.	
A-1841	Denial of an Application - Title updated to clarify this is for an initial application and not a ROE or recertification. Updated first paragraph on SNAP side to clarify how to calculate the 30 th day for denial. Manual section reference removed as it is the next section of the manual.	
A-1842	Termination at Review or Recertification - add "or on" before "the 15" for clarity.	
MAPS-100	General Medicaid Provisions — Removed the HIFA program from Section 105.	
MAPS-150	Third-Party Liability (TPL) and Verification — Added a note regarding Surrogates.	
MAPS-150.5	Responding to TPL Recovery Requests — Corrected Food Stamps to SNAP.	
MAPS-200.3	Effective Date of TANF-Related Medicaid Eligibility — Added a note to the section stating the case manager should future action the case to re-evaluate under TRM at the sixth month of pregnancy.	
MAPS-322	Disposition — Add a note to the section stating the case manager should approve the case for CHAP and future action the case to re-evaluate under TRM at the sixth month pregnancy	
MAPS-329	Residence/Domicile — Update the responsible parent information regarding application, reporting, and income requirements.	
MAPS-338.2	Budgeting — Update the responsible parent information regarding income requirements.	
MAPS-453.7	Non-Financial Eligibility Criteria — Update Third Part Liability Policy regarding the process of informing the TPL unit of coverage.	
MAPS-457	Medicaid Eligibility for Children Receiving TANF Benefits — Update manual Section reference in MAPS-457.	

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates	Obsolete PT, P&P, PUT or IM
MAPS-825	Medicaid Eligibility — Correct spelling.	
B-121	Review of Eligibility Notice/Notice of Expiration — Update for clarity as part of SNAP CAP.	
B-210	Types of Benefits - SNAP added to section. In 7. The word "reapplication" replaced with "recertification."	
B-220	Benefit Issuance Methods - The term Paper Draft replaced with Check.	
B-220.1	Benefit Amount - Second bullet, the word warrants replaced with checks.	
B-230.4	Over-the-Counter (OTC) Card Issuance - Form number updated to correct number in first bullet. Remainder of section updated to match new EBT procedures due to the change from CAPS device to a card reader for card issuance.	
B-250	Personal Identification Number (Pin) - Section updated to match new EBT procedures due to the change from CAPS device to a card reader for card issuance.	
B-260	Mailing Address - Section regarding alternate payee moved to the TANF side of manual only, SNAP does not have alternate payees.	
B-270	Replacement of EBT Cards – Forth paragraph updated with timeframes for EBT replacement.	
B-280	Replacing Benefits - Form number updated in last line and sentence added for clarification.	
B-280.1	Replacement of Check - Entire section re-written to match re-write of Form 1060 - Affidavit - General and Forged based on a request from Accounting and I&R...	
B-290	SNAP Destroyed in Household Disasters - SNAP replaced with EBT Card.	
B-291	Destroyed Food - Manual section referral removed as listed section no longer exists. In second bullet "FCS", correct to "FNS." In 1. The form number updated to incorporate new Form 2305-EFD, Affidavit of Claimant, and Replacement of Destroyed Food Purchased with EBT Benefits.	
B-933	Personal Responsibility Plan (PRP) - Correction to manual reference in the 3 rd paragraph from A-826.3 to A-827.3	
M-115	Enrolling Newborns — Update Food Stamp reference needs to be changed to SNAP.	

July 31, 2012

Effective Date – July 31, 2012

Instructions for Manual Maintenance -- Replace superseded pages (62) with transmitted pages (63).

(MTL/E&P 12/04)

NOVEMBER RELEASE
ELIGIBILITY AND PAYMENTS MANUAL
TRANSMITTAL LETTER 12/05

November 1, 2012

TO: CUSTODIANS OF ELIGIBILITY AND PAYMENTS MANUAL
FROM: MICHAEL J. MCMAHON
SUBJECT: ELIGIBILITY AND PAYMENTS MANUAL CHANGES

Material Transmitted	Material Superseded
CHAPTER A-300—HOUSEHOLD REDETERMINATION Section A-310 — 335.5 MTL 12/05 — 18 Pages	CHAPTER A-300— HOUSEHOLD REDETERMINATION Section A-310 — 335.5 MTL 11/01, 10/03, 11/04, 11/06, 09/05 — 19 Pages
CHAPTER A-620—Budget Section A-620.2—620.3.1 MTL 12/05 — 1 Page Section A-620.5.3—630.3.1.1 MTL 12/05 — 2 Pages Section A-630.3.1—641 MTL 12/05 — 3 Pages Section A-646 MTL 12/05 — 1 Page	CHAPTER A-620—Budget Section A-620.2—620.3.1 MTL 11/04 — 1 Page Section A-620.5.3—630.3.1.1 MTL 11/06 — 2 Pages Section A-630.1.1—641 MTL 09/05, 12/04 — 3 Pages Section A-646 MTL 09/05 — 1 Page
CHAPTER B-900—PROGRAM VIOLATIONS/SANCTIONS Section B-932 — 941.1 MTL 12/05 — 1 Page	CHAPTER B-900—PROGRAM VIOLATIONS/SANCTIONS Section B-932 — 941.1 MTL 10/03 — 1 Page
CHAPTER C-200 — SNAP INCOME TEST/ALLOTMENT AND DEDUCTION CHARTS Section C-200 — C-220 MTL 12/05 — 23 Pages	CHAPTER C-200 — SNAP INCOME TEST/ALLOTMENT AND DEDUCTION CHARTS Section C-200 — C-220 MTL 09/03, 11/06 — 14 Pages
CHAPTER D-100 — INDIVIDUAL FAMILY & GRANT PROGRAM Section D-106 MTL 12/05 — 1 Page	CHAPTER D-100 — INDIVIDUAL FAMILY & GRANT PROGRAM Section D-106 MTL 6/02 — 1 Page

Manual Section	BACKGROUND & EXPLANATION of policy changes/ Clarifications/updates for November 1,2012	Obsolete PT, P&P, PUT or IM
A-300 TOC	<p>TABLE OF CONTENTS – added new reference A-322.1 Unborn Due Date (EDC) A-321.1.7 changed to "Reserved". Referenced information was incorporated in other sections or was duplicated. Entire A-335 through 335.5 section headers changed from SNAP to TANF and SNAP A-335.2 heading changed from "AR Obtaining SNAP Benefits to "AR Obtaining Benefits". A-335.4 AR Documentation Requirements changed to "Reserved" Referenced information was incorporated in other sections or was duplicated.</p>	
A-321.1.5	<p>Two-Parent Unwed Cases Including One Parent's Child From a Previous Relationship - Removed the "Note" in the second paragraph because it applies to budgeting and not "Household Determinations".</p>	
A-321.1.6	<p>Two-Parent TANF When the Only Common Child is an Unborn - In the heading "MARRIED" 2nd paragraph removed the last sentence because the assignment of a NEON Work Code does not pertain to this manual section.</p>	
A-321.1.7	<p>Determining Eligibility for Two Parent Cases - Deleted the entire section because this information is discussed in other sections of the manual. Changed the heading to "Reserved".</p>	
A-321.1.9	<p>Joint Custody - Added in #2 the 3rd item "or voluntarily paid" to further define child support financial support.</p>	
A-322.1	<p>UNBORN DUE DATE (EDC) - This <u>new reference</u> is added at the request of filed staff to define and outline eligibility requirements when an unborn child's EDC on the "PREG" screen has expired and verification of the "status" of a newborn is not received/reported.</p>	E&P P&P 06-12
A-323.3	<p>Children Living With Relatives of the Biological Father - In item #3, removed the "Note" and separated the actions necessary for eligibility. Removed the last paragraph as a "Note" because the information pertains to overall eligibility. Added a paragraph "If CSE or a court ruling indicates parentage for an alleged father who is applying his child(ren) cannot be established, deny or terminate assistance. "Consider CHAP eligibility for the child(ren)".</p>	
A-323.3.1	<p>Paternity Conflicts-Unwed Couples - In the 2nd paragraph, removed the last sentence "Refer the case to CSEP" because all absent parents are referred to CSEP.</p>	
A-324.1	<p>Minor Parent and Child(ren) Residing With Major Parent(s)/Minor Sibling(s) - Clarified this reference by rewording the paragraph and adding a paragraph "If the household is ineligible for TANF/TRM, consider CHAP eligibility".</p>	
A-324.2	<p>Minor Parent and Child(ren) Residing With Major Parent(s) and Other Parent of the Minor's Child -added "If the household is ineligible for TANF/TRM, consider CHAP eligibility".</p>	
A-325	<p>Emancipated Minor - corrected spelling of "decree"</p>	

A-326.1	Temporary Absence of Child - This reference applies to an ongoing case where the child is temporarily absent. Rearranged the bullets for a better flow, removed information within bullets that do not pertain, added the time period allowed for the specific temporary absence and added a "Note" regarding setting a Fact Alert to establish continued eligibility.	E&P P&P 03-12
A-326.2	Absence Due to Child Being in the Custody of a State or Local Protective Service Agency - Reworded the section for clarification at the request of field staff for a broader definition and the procedures to be used regarding the potential eligibility up to a 180 days absence. Defined how the 180 days is divided into two 90 day periods of eligibility and the policy procedures required for each 90 day period.	E&P P&P #03-12
A-327	Temporary Absence of an Adult - This reference applies to an ongoing case where an adult is temporarily absent. Rearranged the bullets for a better flow, removed information within bullets that do not pertain, added the time period allowed for the specific temporary absence and added a "Note" regarding setting a Fact Alert to establish continued eligibility.	
A-327.1	Relative Caregiver's Absence from the Home for Extended Period - changed the heading to Relative Caregiver's Absence from the Home for an Extended Period to better reflect the manual section. Clarified the medical needs of the relative caregiver continue to be included if the stay in the nursing home is temporary or until they are approved for SSI. TANF benefits may be paid to a temporary payee for the children up to 90 days. If the caregiver has not resumed responsibility for the child(ren), a payee who meets relationship requirements must be established or benefits will be terminated.	
A-330.1	Evaluation of Minor Children Included in the SNAP Household - In the 3 rd bullet changed the word form to lower case and in the 4 th bullet added the word "the" to the 4th bullet.	
A-332	Who is Not Included - Item #2 Protective Payee- Added in the first paragraph the ALTP function within NOMADS is used to set-up a protective payee. Item #4 "Ineligible /Disqualified Members - removed the "Note" because a reference to income and resources is addressed in their respective manual sections. In the reference "a: A child is not included in the household if they are:" added a third bullet - do not meet relationship requirements to the caregiver and removed the Note because references to income and resources are addressed in their respective manual sections.	E&P P&P #02-12 E&P P&P #14-09
A-335 -335.5	Headers changed from SNAP only to both TANF and SNAP	
A-335	Authorized Representatives - Changed the Header from SNAP only to TANF and SNAP for all references in sections within the A-335 series. Policy that applies to both TANF and SNAP were aligned. References specific to only TANF or SNAP were separated. Wording that was better addressed in another section area was moved or deleted because it no longer applied.	
A-335.1	AR Applying for Household - Policy that applies to both TANF and SNAP were aligned. Policy specific to either SNAP or TANF was aligned under the appropriate program. .	

A-335.2	AR Obtaining SNAP Benefits - Heading changed to "AR Obtaining Benefits". Removed last sentence "Enter the AR's name in the computer", because this is a computer function and addressed in the Task Guides.	
A-335.3	Abuse by AR - This reference applies to both TANF and SNAP.	
A-335.4	AR Documentation Requirements - Changed to "RESERVED." Referenced materials have been incorporated in other sections.	
A-335.5	Emergency Authorized Representative - The reference is applicable to both TANF and SNAP. Removed from the first paragraph reference to "participate in the SNAP" and replaced with "receive benefits".	
A-620.3.1	Allowable Medical Expenses - Note Added to #10. Costs for medical marijuana, even when prescribed by a medical professional, is not an allowable cost as marijuana is a substance considered illegal under Federal Law.	
A-630	SNAP Income Deduction/Expenses - Standard Deduction updated due to SNAP COLA increase effective 10/1/2012.	E&P IM 25-12
A-630-1	Shelter Cost – Maximum excess shelter cost limit updated due to SNAP COLA Increase effective 10/1/2012.	E&P IM 25-12
A-630.4.2	Verifying Child Support Deductions -Section updated with Clarifications issued on P&P 05-12.	E&P P&P 05-12
A-641	Definitions -Grammatical Corrections made under Prorated Benefit Month.	
A-646	SNAP Budgeting Steps -Last sentence under Prorated Benefits removed. Prorated benefits under the minimum allotment will be issued.	
B-933	Personal Responsibility Plan (PRP) - Correction to manual reference in the 3 rd paragraph from A-826.3 to A-827.3	
C-210.1	SNAP Income test/Allotments, Effective October 1, 2012- Effective date updated to the year 2012, all poverty limits updated due to SNAP COLA changes effective October 1, 2012.	E&P IM 25-12
C-210.2	SNAP Standard Deduction, Effective October 1, 2012 - Section updated with new SNAP deductions effective October 1, 2012.	E&P IM 25-12
C-210.3	Maximum Gross Monthly Income of Others in the Household , Effective October 1, 2012. – Poverty limits updated due to SNAP COLA changes effective October 1, 2012.	E&P IM 25-12
C-220	SNAP Net Income and Allotment Tables - Poverty Limits updated due to SNAP COLA changes effective October 1, 2012.	
D-100	Corrected Address from 1040 College Parkway to 1470 College Parkway.	

November 1, 2012

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Instructions for Manual Maintenance — Replace superseded pages (42) with transmitted pages (50).