

Robert Trachtenberg, Hearings and Rules Unit  
 Manager

**Authorized Signature**

**Number:** SS-PT-10-003

**Issue Date:** 03/15/2010

**Topic:** CAF Self-Sufficiency Programs Family Services Manual Advance Copy  
 (including some Seniors 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):**

- |   |   |
|---|---|
| <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 checked="" type="checkbox"/> Other (please specify): All users of the Family Services Manual |

Policy/Rule Title:	Various (see Discussion below)		
Policy/Rule Number(s):		Release No:	FSML <a href="#">57</a>
Effective Date:	April 1, 2010	Expiration:	N/A
References:			
Web Address:			

**Discussion/Interpretation:**

**Release #57**

**Changes were made to the following sections:**

***Counting Client Assets***

Added Post-9/11 GI Bill as a type of educational income. (CA-b.25)

Added information about how to treat Youthbuild payments for MAA and MAF. (CA-B.34)

## **SNAP**

As of April 1, the SRS reporting requirements have changed. Clients who have cases in SRS no longer need to report when their mailing address changes. A policy transmittal released in March contains procedural details. (SNAP-f.8)

As of April 1, no SNAP cases are allowed in monthly reporting (MRS). Cases in MRS must be removed effective May 1. A policy transmittal released in March contains procedural details. (SNAP-f.10, SNAP-f.11)

Clarifies that any adult in the SNAP filing group can report changes; not limited to the head of household.. (SNAP-h.1)

New TOC entry to help staff locate situation when no notice is required for SNAP. (SNAP-h.10)

Updated information on Prison Discrepancy Lists to reflect shift of some workload to the OPAR Automation Unit (OAU). (SNAP-h.5)

## **Medical Assistance**

Clarified medical program reapplication and verification policy. (MA-b)

Updated to clarify household group policy and to contact SSP-Policy, Medical if necessary when asked to add an AEN child born to a CW mother. (MA-c)

Revised to add new HKC standards and other HKC references, remove references to retrospective budgeting and clarify prospective budgeting policy. (MA-f)

"OHP Quick Reference Guide" was updated to add new notices, add new OHP Standard Reservation list procedures and other miscellaneous revisions.(MA-WG#2)

Revised to reflect current OHP Standard Reservation List procedures. (MA-WG#7)

Revised to match current OHP Standard Reservation List eligibility policy and processes. (MA-WG#9)

## **Child Support Program**

Revised to clarify disregard policy for the OHP program. (CS-h.1)

**TANF**

Removal of reference to MRS in TANF. (TF-h)

Removal of section dealing with Retrospective Budgeting. (TF-h.6)

Removal of reference to MRS for TANF. (TF-m)

Combined verbiage from prior section 10 into Section 2. (TF-m.2)

Combined verbiage from prior section 11 into Section 3. (TF-m.3)

Deleted sections 7, 8, 9, 10, and 11 that walk policy through monthly reporting system (MRS). (TF-m)

Remove reference to MRS in TANF. (TF-o)

Remove Continuing Benefit Decision Notice reference. (TF-o.3)

**Implementation/Transition Instructions:**

**Training/Communication Plan:**

Review policy changes with branch staff.

**Local/Branch Action Required:**

Review policy changes with branch staff.

**Central Office Action Required:**

None.

**Field/Stakeholder review:**       Yes       No

**If yes, reviewed by:**

**Filing Instructions:** The filing instructions will be available with April’s DHS Family Services Manual release.

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

<b>Contact(s):</b>	If you have any questions about this policy, see Introduction C, <a href="#">Contact List</a> , 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.		
<b>Phone:</b>	503-945-6174	<b>Fax:</b>	
<b>E-mail:</b>	<a href="mailto:Barbara.r.hopkins@state.or.us">Barbara.r.hopkins@state.or.us</a>		

This page intentionally left blank.