

Select originating cluster

Action Request Transmittal

Dave Lyda  
Authorized Signature

Number: SS-AR-04-001  
Issue Date: 03/15/2004

Topic: Cash Payments

Due Date: Ten day notice

Subject: March 2004 DJ1 and DJ2 Problem

Applies to (check all that apply):

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

Action Required:

*Due to a computer error, cases that were supposed to have a \$50 DJ1 or DJ2 JOBS Program disqualification penalty for March 1 2004 were not reduced by \$50 as they were supposed to be. This error affected approximately 270 TANF cases statewide. No other cases were affected: all DJ3-DJ6 disqualifications scheduled for March 1 2004 did take effect. The computer problem with the DJ1 and DJ2 cases has been resolved for future months and will not affect cases that will have a disqualification on April 1 2004.*

*Central Office staff are making corrections to the cases that were affected by the error. Approximately half the CM cases were updated by the system, the rest are being manually updated. The DJ1 and DJ2 Need/Resource dates that remain on CM cases have been updated to 04/04. Food stamp cases are being reviewed manually to correct the grant amount and restore underissuances if necessary.*

*Central Office is also faxing a list of the affected cases to the field today. The list should be reviewed to determine if a notice is required. If the worker has lifted the disqualification, no notice is required. Staff will need to send notices to clients about April 1 reductions.*

*We regret the inconvenience that this has caused field staff for this month. If you have any questions regarding computer actions associated with this problem, you can contact Lisa Stegmann by Groupwise or by phone at (503) 378-2101 ext. 314. For questions about TANF and JOBS disqualification policy, you can contact Jeff Stell,*

TANF Program Analyst, by Groupwise or by phone at (503) 945-6542.

**Reason for Action:** Systems Problem

**Field/Stakeholder review:**  Yes  No

**If yes, reviewed by:**

*If you have any questions about this action request, contact:*

<b>Contact(s):</b>	As indicated above in the body of the message		
<b>Phone:</b>		<b>Fax:</b>	
<b>E-mail:</b>			