TO:   DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
      DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
      FAMILY INVESTMENT SUPERVISORS/ELIGIBILITY STAFF
      HEALTH OFFICERS, LOCAL HEALTH DEPARTMENTS
      LOCAL HEALTH DEPARTMENT ELIGIBILITY STAFF

FROM:   KEVIN M. MCGUIRE, EXECUTIVE DIRECTOR, FIA
        CHERYL A. CAMILLO, EXECUTIVE DIRECTOR, DHMH/OES
        ROLF GRAFWALLNER, ASSISTANT STATE SUPERINTENDENT,
        DIVISION OF EARLY CHILDHOOD DEVELOPMENT, MSDE

RE:  CENSUS WORKERS AND EARNINGS FROM TEMPORARY CENSUS EMPLOYMENT

PROGRAMS AFFECTED: TEMPORARY CASH ASSISTANCE (TCA), FOOD SUPPLEMENT PROGRAM, (FSP) MEDICAL ASSISTANCE, (MA) PURCHASE OF CARE, (POC)

ORIGINATING OFFICE:  OFFICE OF PROGRAMS

SUMMARY:

Every 10 years the United States Census Bureau completes the census. In October 2008, the Census Bureau will begin hiring temporary census workers. Census earnings will be counted for temporary census workers who are eligible for the Food Supplement Program (FSP). Census earnings will be excluded for temporary census workers who are eligible for Temporary Cash Assistance (TCA), Purchase of Care (POC) and Medical Assistance (MA) programs.

ACTION REQUIRED:

TCA, POC, and MA Programs
Exclude the earnings for TCA, POC, and MA cases. Do not enter the income into CARES or CCATS for these programs.

TCA and WORK Programs
  o The Census Bureau is attempting to hire recipients of Temporary Assistance to Needy Families (TCA in Maryland) for the temporary census worker positions around the country. The workers will work four and six weeks for approximately
29-30 hours per week. The jobs will provide work experience for TCA customers.
  o Although we will disregard their temporary census earnings, customers must still report that they are working and verify their hours of attendance.
  o The hours worked will count toward the work participation rate, and the case manager must enter the hours into WORKS as WEJ, unsubsidized employment.
  o Except for customers who are exempt from TCA work requirements, any customer who quits a census job without good cause is out of compliance with work requirements and is sanctioned following conciliation and sanction policy.

**Food Supplement Program**
The Food and Nutrition Service is presently not allowing states to exclude the earnings for the Food Supplement Program (FSP). For the FSP the income must still be entered into CARES as earned income. Require the customer to verify the income as usual.

**CARES**
Enter the income into CARES when there is a FSP case. Process temporary census income as earned income. Code the temporary census income “EI” on the employed person’s ERN1 screen. For FSP cases with an associated case, enter the census income on the ERN1 screen as “FS” (FS countable only) in the Income Type field.

**INQUIRIES:**

Please direct TCA policy inquiries to Marilyn Lorenzo at 410-767-7333 or Gretchen Simpson at 410-767-7937. You may direct FSP policy inquiries to Rick McClendon at 410-767-7307. Purchase of Care questions should be directed to Betsy Blair at 410-767-7845. You may direct Medical Assistance policy questions to the DHMH Division of Eligibility Policy and MCHP at 410-767-1463 or 1-800-492-5231 (select option 2 and request extension 1463). Please direct CARES questions to Fern Hill at 410-767-7064.

cc: DHR Executive Staff
    FIA Management Staff
    MSDE Child Care Subsidy Staff
    Constituent Services
    DHR Help Desk