TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
   DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
   FAMILY INVESTMENT SUPERVISORS

FROM: KEVIN MAHON, EXECUTIVE DIRECTOR, FIA

RE: BLOCK GRANT REPORTING REQUIREMENTS:
    NEW REASON CODE FOR CASE CLOSURE DUE TO MARRIAGE

PROGRAMS AFFECTED: ALL

ORIGINATING OFFICE: DIVISION OF PROGRAM AND SYSTEMS SUPPORT

Background:

The Federal Government requires all states that receive Block Grant funding to report specific information to them. There may be federal sanctions if this information is not reported correctly.

Action Required:

CARES has a new closure/denial reason code for use when a customer calls and requests case closing because of marriage. Enter code "529" (Household requested case closure due to marriage) on the STAT screen in the AU STAT RSN field only when a customer requests case closure specifically due to marriage. If a customer’s case is closing due to the addition of income or resources resulting from the marriage, process the case as usual and allow the generation of the appropriate system denial code.

Thank you for your assistance in this matter. If you have any questions regarding this bulletin, please contact the DHR Help Desk at (410) 767-7002 or 1-800-347-1350.

cc: DHR Executive Staff
    FIA Management Staff
    OIM Help Desk
    CTF