



Department of Human Resources  
311 West Saratoga Street  
Baltimore MD 21201

Family Investment Administration  
**ACTION TRANSMITTAL**

Control Number: #11-21

Effective Date: Upon Receipt

Issuance Date: March 23, 2011

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

**FROM: ROSEMARY MALONE, INTERIM EXECUTIVE DIRECTOR  
STAFFORD CHIPUNGU, DIRECTOR,  
OFFICE OF BUDGET AND FINANCE, BUDGET MANAGEMENT**

**RE: NEW INTERIM REIMBURSEMENT ASSISTANCE FORM**

**PROGRAM AFFECTED: TEMPORARY CASH ASSISTANCE (TCA), TEMPORARY  
DISABILITY ASSISTANCE PROGRAM (TDAP), MEDICAL  
ASSISTANCE (MA), PUBLIC ASSISTANCE TO ADULTS  
(PAA)**

**ORIGINATING OFFICE: OFFICE OF PROGRAMS**

**SUMMARY:**

Since 2001, Maryland has had an agreement with the Social Security Administration (SSA) for Maryland to be reimbursed for assistance paid to long term disabled customers from State General Funds. Long term disabled customers must sign an Interim Assistance Reimbursement form (DHR/FIA 340) and apply for SSI. Parents must apply for SSI and sign the DHR/FIA 340 on behalf of their disabled children.

DHR signed a new IAR agreement with SSA in September 2010. We revised the DHR/FIA 340 to include information that SSA requested and simplified the language used in the form. We attached a copy of the revised form to the AT.

**ACTION DUE:** Begin using the new form upon receipt. Previous editions are obsolete. The form will be available from the DHR warehouse and on FIPNET under Forms.

Attachment

| [DHR/FIA 340 Form](#)

**INQUIRIES:** Please direct all TCA and TDAP inquiries to Marilyn Lorenzo at 410-767-7333 or [mlorenzo@dhr.state.md.us](mailto:mlorenzo@dhr.state.md.us) or Gretchen Simpson at 410-767-7937 or [gsimpso@dhr.state.md.us](mailto:gsimpso@dhr.state.md.us). Direct PAA questions to Deborah Weathers 410-767-7994 or [dweather@dhr.state.md.us](mailto:dweather@dhr.state.md.us). Direct all Budget and Management inquiries to Bridgette Palmer at [bpalmer@dhr.state.md.us](mailto:bpalmer@dhr.state.md.us) or Dawit Gebregiorgis [atdgebregi@dhr.state.md.us](mailto:atdgebregi@dhr.state.md.us) or 410-767-7489.

cc: DHR Executive Staff  
FIA Management Staff  
Constituent Services  
DHR Help Desk

bc: Barbara Walker  
Marilyn Lorenzo  
Gretchen Simpson  
Bridgette Palmer  
Dawit Gebregiorgis

