

MANUAL MATERIAL TRANSMITTED					
MANUAL: INCOME MAINTENANCE			CHANGE NUMBER: 34		
DELETE			INSERT OR CHANGE		
PAGES	CHAPTER	DATED	PAGES	CHAPTER	DATED
57 - 58	1	9/95	57	1	6/96
			58	1	9/95
35 - 36	9	4/96	35 - 36	9	6/96
17	10	8/95	17	10	8/95
18	10	11/95	18	10	6/96
29 - 30	10	8/95	29	10	8/95
			30	10	6/96
45 - 46	23	9/95	45 - 46 a	23	6/96
DATE: April, 1996			TO: All Income Maintenance Manual Holders		

Section 1.7,B,3: A note was added to clarify when Medicaid eligibility ends when the data system closes a case.

Section 9.7,B, C and D: HCFA has clarified that Poverty-Level Children must meet only age and income requirements, but no other AFDC/U requirements, to be eligible. Changes were made in these items to reflect this.

Section 10.3,BB: A dash was removed which caused misunderstanding of the policy.

Section 10.3,DDD: Changes were made to clarify that some rental income, although considered unearned, is treated as self-employment income and is subject to those deductions in order to determine net profit.

Section 23.5: Information was added about Block 39 for data system closures.

Questions should be directed to the IM Policy Unit in the Office of Family Support.

b. Extended Medicaid

A new medical card is received on approximately the first day of each month.

3. Ending Date Of Eligibility

a. Brinkley Cases

The ending date of eligibility is the last month of the 4-month Brinkley eligibility period. All benefit group members must be evaluated for all other Medicaid coverage groups prior to case closure.

**NOTE:** When the 4-month Brinkley eligibility period ends, the benefit group is not eligible for another 4 months of Extended Medicaid.

b. Extended Medicaid

The ending date of eligibility is the last day of the 4-month Extended Medicaid period. All benefit group members must be evaluated for all other Medicaid coverage groups.

**NOTE:** Although the data system enters the deadline date of the month of closure in Block 39, Medicaid eligibility continues through the last day of the month in which the case is closed.

C. CHILDREN COVERED AS RECIPIENTS OF ADOPTION ASSISTANCE

The Office of Community Support is responsible for these cases.

D. CHILDREN COVERED AS RECIPIENTS OF FOSTER CARE PAYMENTS

The Office of Community Support is responsible for these cases.

## 9.7 QUALIFIED AND POVERTY-LEVEL CHILDREN

### A. THE BENEFIT GROUP

#### 1. Who Must Be Included

The Qualified or Poverty-Level child must be included.

#### 2. Who Cannot Be Included

Only the Qualified or Poverty-Level Child is included.

### B. THE INCOME GROUP

The income of the following individuals is used to determine the child's eligibility:

- The child
- The child's mother, if living in the home
- The child's legal father, if living in the home
- The child's legal spouse, if living in the home

### C. THE NEEDS GROUPS

The needs group for these coverage groups is the Standard Filing Unit (SFU).

It must include the following:

- The child
- The child's mother, if living in the home
- The child's legal father, if living in the home
- The child's legal spouse, if living in the home
- The child's blood-related or adopted siblings, if living in the home

Countable income is compared to the income limit for the number of persons in the SFU to determine financial eligibility.

SOURCE OF INCOME	CONSIDERED AS INCOME FOR:		
	FOOD STAMPS	AFDC/U, DEEMED AFDC/U, TM, QC, P.L. PW AND CHILDREN, GA FOR DA, AFDC/U-RELATED MEDICAID	PAC, QMB, SLIMB, QDWI, CDCS, AIDS PROGRAMS, SSI-RELATED MEDICAID

Z. EMERGENCY ASSISTANCE FROM DHHR	No	No	No
AA. EMERGENCY CHILD CARE PROVIDER INCOME  1. Monthly Payment for Beds Maintained  2. Per Diem Rate for Each Child Placed In Shelter	1. Self-Employment  2. No	1. Self-Employment  2. No	1. Self-Employment  2. No
BB. EMPLOYMENT  1. Compensation as an Employee  a. Wages b. Salaries c. Commissions d. Recurring Bonuses e. Vacation Pay When Employment Is Terminated  (1) Received in More Than One Installment  (2) Not Withdrawn  (3) Received in A Lump Sum  f. Advance Pay	* For JTPA earnings, see JTPA.  a. * Earned b. * Earned c. * Earned d. * Earned e. See below.  (1) Earned, if payroll taxes are withheld; unearned, if payroll taxes are not withheld.  (2) No  (3) Unearned, treated as a lump sum payment.  f. Earned	* For JTPA earnings, see JTPA.  a. * Earned b. * Earned c. * Earned d. * Earned e. See below.  (1) Earned, if payroll taxes are withheld; unearned, if payroll taxes are not withheld.  (2) No  (3) Unearned, treated as a lump sum payment.  f. Earned	a. Earned b. Earned c. Earned d. Earned e. See below.  (1) Earned, if payroll taxes are withheld; unearned, if payroll taxes are not withheld.  (2) No  (3) Unearned, treated as a lump sum payment.  f. Earned

BLOCK #	TITLE	MANDATORY ENTRY	MAX. LENGTH	ALPHA OR NUMERIC
38	Date of Death	N	4 (mm/yy)	Numeric
<p>This Block is used only when the case is closed as a result of the death of the only member of the benefit group. Enter the mm/yy of the death.</p>				
ENTERED BY	FORCES RECALCULATION	AUTO REMOVED	PROGRAMS	INTERRELATED TO OTHER BLOCKS
Worker	N	N	All	None

BLOCK #	TITLE	MANDATORY ENTRY	MAX. LENGTH	ALPHA OR NUMERIC
40	Effective Date	Y	4 (mm/yy)	Numeric

Enter the mm/yy the action indicated by the transaction is effective. An effective date must be entered each time data is transmitted.

For all transactions except denials and withdrawals, the monthly deadline date must be considered in determining the effective date. In general, the deadline date is six working days from the end of the month.

Each month, MIS provides each county office with specific deadline dates.

The correct effective date is determined as follows:

1. Denial or Withdrawal of an Application

The effective date is the mm/yy in which the decision to deny or withdraw the application is made, without regard to the deadline date.

2. Approval of an Application

When an approval is transmitted, the effective date, the date of transmission and the deadline date, control the month in which the client receives his first benefit through the automatic mailing process. For C, U, and F cases and Food Stamp benefits in an A, B, or D case, when Food Stamps are approved concurrently with the SSI case, the client is placed on a pick-up payroll for the month of transmission when the transmission is made before deadline, with the current month in Block 40.