

Verification

ITEM	PROGRAMS	WHEN TO VERIFY	POSSIBLE SOURCES OF VERIFICATION
4. Value Of Business Equipment And Livestock	All Programs and coverage groups subject to an asset test	Prior to approval, at redetermination and when ownership of different or additional equipment or livestock is reported	Tax receipts, Assessor's records, realtor's statement
5. Good-Faith Effort To Sell Real Property	WV WORKS	Prior to exemption of real property	Newspaper ads, statement of realtor, other media notices, DFA-22
6. Savings Bond Bought From Client's Own Funds Verify date of purchase and cash-in value	All Programs and coverage groups subject to an asset test	Prior to approval SSI-Related, PAC, CDCS, QDWI, QMB, SLIMB and QI-1 When bond is at least 6 months old: Prior to approval, when client reports additional bonds. If bond is not 6 months old: Verify 6 months from date of issue	Bond, financial institution
7. Bona Fide Loan	AFDC Medicaid, AFDC-Related Medicaid, SSI-Related Medicaid groups	When client says he has a loan	Written agreement, ES-AP-75
8. Uniform Gifts To Minors Act Funds	SSI-Related, PAC, CDCS, QDWI, QMB, SLIMB and QI-1	When client reports having such funds, prior to exclusion	Written agreement must specifically state that such funds are part of the Uniform Gifts To Minors Act.
9. PASS Account For SNAP: Verify that PASS was developed through SSA.	SNAP, SSI-Related, PAC, CDCS, QDWI, QMB, SLIMB and QI-1	Prior to exclusion	Copy of plan

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<p>10. Funds Received For Replacement Or Repair Of An Asset</p> <p>Verify: amount, source, date received, how much used to repair or replace an asset</p>	All Programs and coverage groups subject to an asset test	When such funds are received	Award letter, statement from provider of funds, copy of check, receipts for repair or replacement, estimates, signed contracts
<p>11. Funds Received From Sale Of An Excluded Home</p> <p>Verify: amount, source, date received, how much used to purchase a different home</p>	SSI-Related, PAC, CDCS, QDWI, QMB, SLIMB and QI-1	When excluded home is sold	Purchase agreement, statement from buyer, statement from seller, statement from real estate agent
12. Dedicated Account For SSI Recipient Under Age 18	WV WORKS	Prior to exclusion	<p>SSA letters to payee which inform individual of need to establish account or which verify a deposit into such account</p> <p>Statement from SSA that dedicated account meets SSA definition</p>
13. Ability to Sell An Annuity Or The Annuity's Stream Of Income	Medicaid	Prior to approval or when an annuity is purchased	Letters or documents from companies that purchase annuities or a stream of income from annuities

B. INCOME

ITEM	PROGRAMS	WHEN TO VERIFY	POSSIBLE SOURCES OF VERIFICATION
<p>1. Earned Income</p> <p>Verify source and amount</p> <p>NOTE: All income used in calculating eligibility and the amount of the benefit must be verified. However, income considered, but not used, need not be verified.</p> <p>NOTE: The year-to-date amounts on pay stubs may only be used when the client has verification of all of the other pay amounts whether used or not, but is missing one.</p>	<p>All Programs and coverage groups with an income test</p>	<p>Prior to approval, at redetermination.</p> <p>Medicaid: When a change in the amount is reported</p> <p>SNAP and WV WORKS: When a change is reported in rate of pay, or number of hours, verify the change. When a change is reported in the source, verify rate of pay, number of hours and source.</p>	<p>Pay stubs, written statement from employer, self-employment records, Work Record Sheet ES-17, military Leave and Earnings Statement (LES)</p> <p>NOTE: The military LES is received at the beginning of the month and shows earnings for services performed in the prior month.</p> <p>Use the best source of verification available. When there is absolutely no other source of verification, the client's statement must be used.</p>

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<p>2. Unearned Income</p> <p>Verify source and amount</p> <p>NOTE: All income used in calculating eligibility and the amount of the benefit must be verified. However, income considered, but not used, need not be verified.</p> <p>NOTE: The year-to-date amounts on check stubs may only be used when the client has verification of all of the payment amounts whether used or not, but is missing one.</p>	All Programs and coverage groups with an income test	<p>Prior to approval, at redetermination, when a change in the source or amount is reported</p> <p>SNAP Only: The change in the amount must be more than \$50 for verification to be required.</p>	<p>Award letter, computer matches, written statement from source, BCSE information, written statement from contributor, RAPIDS data exchanges</p> <p>Use the best source of verification available. When there is absolutely no other source of verification, the client's statement must be used.</p>