

# WV INCOME MAINTENANCE MANUAL MANUAL MATERIAL TRANSMISSION

<b>DATE:</b>	June 1, 2014	<b>CHANGE NUMBER:</b> 683
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<b>TO:</b>	ALL INCOME MAINTENANCE MANUAL HOLDERS
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			120b	1	10/13
i – ii	2	10/13	i – ii	2	6/14
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This change is being made to update policy regarding the referral process for an HCB Waiver applicant. Beginning June 1, the DHS-2.FRM will have an expiration date on the form. The DHS-2.FRM must not be older than 60 days or financial eligibility for HCB Waiver cannot be established. Changed certification periods for SNAP from 6 months to 12 months for non-aged-disabled households. Added interim contact requirements for the new extended SNAP certification period. Updated age for SCA from 5 – 16 to 5 – 17.

## Chapter 1

1.4 Changed certification periods from 6 months to 12 months for non-aged-disabled households.

1.24 Updated number sequence.

## Chapter 2

Updated TOC

Added interim contact requirements for the new extended certification period.

## Chapter 15

Updated TOC

Age for SCA is now for children 5 – 17 instead of 5 – 16.

Appendix C: Removed reference to inROADS.

**Chapter 17**

17.17: Updated policy to state the DHS-2.FRM cannot be older than 60 days; rearranged content of the entire section.

17.21, C: Removed policy stating the IM Policy Unit needs notified when an HCB Waiver application is denied or closed.

**Chapter 24**

Revised Appendix F listing.

Policy questions should be directed to the DFA Family Support Policy Units.

RAPIDS questions should be directed to the RAPIDS Help Desk.

Attachment

DW-17, Rev. 10/04