

For questions regarding changes included in Attachment I, please contact the following individuals at 1-800-343-8859:

<u>Contact</u>	<u>Section</u>
<i>Tully Lenihan @ ext. 4-8749</i>	<i>IV</i>
<i>Patty Hanson @ ext. 4-8753</i>	<i>IV</i>
<i>Todd Britton @ ext. 3-9042</i>	<i>III</i>

Section I – Case Number Naming Convention

A new edit has been added to prohibit use of Social Security numbers as case numbers. This edit will affect PA and FS cases in addition to MA and HEAP.

For full details please see Attachment III Section I

Section II – State & Federal Charge Code

In order to correctly differentiate certain alien “Maintenance of Effort” (MOE) cases from non - MOE cases for claiming purposes, there will be a new auto assignment process for a new State & Federal Charge Code (68) and existing State & Federal Charge Code (67).

For full details please see Attachment III Section II

Section III - Date of Entry Edit for Qualified Aliens

A new edit has been established to limit changes to the Date of Entry field for an individual who has a Citizenship Indicator = A, B, F, G, H, J, K, M, R, S, or V. When the Case Type is either 16 or 17 and the Transaction Type is 05, 06, or 11 and the individual continues to have a Citizenship Indicator = A, B, F, G, H, J, K, M, R, S, or V, a change to entry date is prohibited. This condition will generate the following error:

ERROR # 1410 – “DOE CHANGES PROHIBITED FOR QUALIFIED ALIENS”. This error can be over-ridden.

Section IV – Duplicate Issuance Reference Tool

Changes that were made to the BICS treatment of single issue and recurring FS paylines to prevent duplicate issuances when cases were created from an automatic process such as TBA or NYSNIP as detailed in our 3/13/06 migration letter have been updated and are reflected on the following chart. The chart below details what actions were taken and what steps are necessary by the districts to ensure that duplicate FS issuances are prevented. It is essential for workers to evaluate BICS advisories and errors *on a daily basis* and take corrective action to avoid duplicate FS issuances.

FS Duplicate Issuance Reference Tool

WMS Condition	WMS/BICS Result
1. TA case is clocking down and a TBA FS case is system-generated . Subsequently, the TA case clock is stopped without extending the Authorization TO Dates to the original dates.	Transaction Type 07 will be generated in WMS for the FS TBA case, the FS Authorization TO Date will equal the FROM Date. BICS will cancel the TBA FS 93 payline. If the benefit has been issued with a recon status of 01 thru 11 advisory 244- FUTURE SINGLE FSB CANCELLED-FSB ALREADY ISSUED will be produced. If the recon status is 00 (issued but not deposited) advisory 241 - FUTURE SINGLE FSB CANCELLED-CASE CLOSE OR SHORTENED is produced. WMS will send BICS a cancel of the 96 line.
2. TA case is clocking down and a TBA FS case is system-generated . Subsequently, the TA case clock is stopped and the Authorization TO Dates are extended .	Transaction Type 12 will be generated in WMS for the FS TBA case, the FS Authorization TO Date will equal the FROM Date. BICS will cancel the TBA FS 93 payline. If the benefit has been issued with a recon status of 01 thru 11 advisory 244- FUTURE SINGLE FSB CANCELLED-FSB ALREADY ISSUED will be produced. If the recon status is 00 (issued but not deposited) advisory 241 - FUTURE SINGLE FSB CANCELLED-CASE CLOSE OR SHORTENED is produced. WMS will send BICS a cancel of the 96 line.
3. TA case is clocking down and worker initiated FS Separate Determination case is opened. Subsequently, the TA case clock is stopped without extending the Authorization TO Dates to the original dates.	FS case will remain open until the worker makes the necessary determination on the FS or TA case.
4. TA case is clocking down and worker initiated FS Separate Determination case is opened. Subsequently, the TA case clock is stopped and the Authorization TO Dates are extended .	Transaction Type 12 will be generated in the FS case, the FS Authorization TO Date will equal the FROM Date. BICS will cancel the TBA FS 93 payline. If the benefit has been issued with a recon status of 01 thru 11 advisory 244- FUTURE SINGLE FSB CANCELLED-FSB ALREADY ISSUED will be produced. If the recon status is 00 (issued but not deposited) advisory 241 - FUTURE SINGLE FSB CANCELLED-CASE CLOSE OR SHORTENED is produced. WMS will send BICS a cancel of the 96 line.
5. Worker authorizes a FS single issue (91, 93, and 94) on a FS case and NYSNIP conversion of that case generates an overlapping 93 or 96 payline on the FS case.	Next day BICS Advisory 418 – FS DUP ISSUE-ACTION REQD will be issued to alert worker of the duplicate FS authorized. Worker must cancel or void the incorrect single issue payline and supplement if necessary. Case does not go into ALEC. This advisory is only issued on a NYSNIP conversion transaction (Special program code = S and Auth Number begins with 9N).
6. NYSNIP or TBA authorizes a FS single issue (93) on a FS case and worker subsequently authorizes an overlapping FS single issue (91, 93, 94)	Next day BICS errors, 417 FS AUTH-DUP BICS ISSUANCE or 419 FS AUTH-DUP FUTURE ISSUE will be generated to alert worker of the duplicate FS authorized. Worker must cancel or void the incorrect single issue payline in WMS and supplement if necessary.
7. Worker writes FS single issue (91, 93, 94) and worker subsequently writes an overlapping FS single issue or recurring payline.	Next day BICS errors, 417 FS AUTH-DUP BICS ISSUANCE or 419 FS AUTH-DUP FUTURE ISSUE will be generated to alert worker of the duplicate FS authorized. Worker must cancel or void the incorrect single issue payline in WMS and supplement if necessary.