

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

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Section I – Definition Change to Individual Status Code

The definition for three Individual Status codes has been changed, and will be reflected in the mnemonic on both WMS and WRTS. The mnemonic and definition change for the identified codes are:

07: Active (Includes Individuals Sanctioned Prorata)	Mnemonic: ACT
08: Inactive/Non-applying Household Member	Mnemonic: INA-HH
10: Ineligible/Sanctioned Incrementally	Mnemonic: INE-SN

Section II – Edit Modification to Payment Type E9

Payment Type E9 (PERSONAL NEEDS ALLOWANCE) has been modified to now be an allowable Payment Type for which a recoupment amount can be entered. When Payment Type E9 is used in connection with a recoupment entry on the bottom of Screen 6 of WMS, the Method of Payment must be 05, 06 or 09. Failure to use the correct Method of Payment will result in error 0858.

Error:

0858 - ENTRY OF A RECOUP IN THE BOTTOM OF SCREEN 6 WITH E9 REQUIRES MOP = 05, 06 OR 09

Section III – Change to Date of Status

The Date of Status field on Screen 4 of WMS has been expanded to now include a two character Day field in addition to the Month and Year fields. The format for the enhanced field is MMDDYY and the cases currently active in WMS will be auto filled with the first of the month (01); this field can be worker modified to include the actual day. This change will be reflected on the 3636 (App Tad) and the 3209 in addition to WINQ22, WINQ52 and WRTS.

Section IV – Change to 60 month Conversion process and Edit 1024 to Include Employability Code 54

The 60 month Conversion process has been modified to now include Employability Code 54 as one of the codes identified as being exempt from the process. Employability Code 54 has also been added to edit 1024 as indicated below.

Error:

1024 - TIME LIMIT EXEMPT INDVS MUST HAVE EXEMPT EMP CD

For Case Type 11, Transaction Types 02, 05, 06 or 10, if the Time Limit Exemption Indicator = T and the Individual Status = 07, 08 or 10, an exempt Employability Code = 36, 38, 43, 44, 47, 48, 49 **or 54** must be entered.

Section V – Deletion of Payment Type E4

Payment Type E4 (Job Opportunity Diversion Payment (MA)) has been disabled and is no longer a valid Pay Type. When authorized in a Case Type 11, 12, 16, 17, 18, 19, 20, 21 or 22 with a Transaction Type of 02, 03, 05, 06, 07, 08, 09, 10 or 11, Payment Type E4 will cause Edit 0603 to be invoked.

Error

0603 - PAYMENT TYPE IS INVALID

If entered, Payment Type must be 02-14, 16-26, 28-38, 39, 40-60, 62-79, 81-98, A1-A4, A6, A7, C0-C5, C7, C9, D1-D4, D6-D9, E1, E3, E5-E9, F2, F3, F5, F6, G1, H0, H1, H5-H9, J1, J2, K1, K3, L1-L6, M1-M9, N1, P1-P9, Q1, Q2, Q4-Q6, R0-R9, T1-T3, W1

Section VI – Deletion of Applications Left in a Pending Status for more than 90 Days

Systems Withdrawal Process Revisions

In answer to requests from local districts, the monthly WMS process which automatically withdraws Applications that have been in an Application Pending status for more than 90 days (TA/FS/HEAP/Services) or 180 days (MA Case Types) has been enhanced to now also include cases where a Full Data Entry transaction was initiated more than 90/180 days in the past and is still in a Pending status (e.g. FDE/ERR, UM/ALEC, etc.). These cases will now have their Pending records system-deleted if no subsequent transactions have been performed on the case since it last entered any Pending Status. Any TA, FS, HEAP or Services case that has been pending Full Data Entry Error Correction (or any other Case Pending status) for the specified time currently allotted will be automatically deleted. Pending MA cases will be deleted after 180 days if no subsequent transactions were attempted during those 180 days.

Existing WMS Report "**WINR4111- Application Register-List of Overdue Applications, Applications Due for Processing, Applications to be Deleted, Applications Systematically Deleted**" will be revised to now include Pending records to be deleted in Part III of that Report and Pending records that have been deleted in Part IV of that Report. This enhancement will allow the Report to provide a better reflection of actual monthly Application processing in local districts. Districts that utilize this Report may notice a significant spike in the number of cases contained on that Report for the first two months the revised Report is produced. "**WINR1240-Application/Registry Processing Report**" may also show a similar increase in the number and percentage of applications withdrawn during those initial two months.

It is anticipated that the first issuance of the revised Report will be run on the first weekend in March, 2009 and the first Pending records will be system-deleted on the first weekend of April, 2009.

Section VII - HEAP Case Type 60 Revision

For HEAP Denials (Transaction Type = 03), if the case being denied involves the re-use of a Case Number, and a HEAP Budget is stored under the AppReg Number of the case being denied, the Budget will no longer be deleted if the Case Reason Code = F01 (Excess Income). This change will allow workers to be able to access the excess income budget that was used to justify the Denial.