



Office of Temporary and Disability Assistance

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WMS – CNS Coordinator Guidance

Release 21.3

Section 1

To:	WMS and CNS Coordinators	
Issuing Division/Office:	Upstate Systems Bureau (USB) – Center for Employment and Income Supports (EISP)	
Date:	October 01, 2021	
Effective Date:	October 18, 2021	
Suggested Distribution:	Commissioners, TA and SNAP Directors, HEAP Coordinators, and MA Directors	

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Section 2 – Purpose

The purpose of this guidance is to provide local social services districts (districts) with an explanation of the WMS/CNS enhancements that are scheduled to become operational on the Production System on October 18, 2021, unless otherwise noted.

Section 3 – Introduction of New Code Value N - NYSCAP (New York State Combined Application Project)

The New York State Nutrition Improvement Project (NYSNIP) program will be phased out beginning in October 2021 for those cases with budgets equal to or greater than 12/01/2021 and which convert to the New York State Combined Application Project (NYSCAP) program. New and auto-converted NYSCAP cases will have a 36 month, rather than 48-month, budget certification period.

A new code value of N (NYSCAP) will be added to the Special Program code field on WMS Screen 1.

Code value N will be allowed for Case Type 31, Non-Public Assistance Food Stamps (NPA-FS) at Application Registry (WAPREG), Full Data Entry (WKBK01) and Undercare Maintenance (WKUM01) for Transaction Types 02, 05, 06, 07, 08, 10, and 11.

Section 4 - Introduction of New Code Value E (ESAP), and L (ESAP Leaver) To Special Program Code Field on WMS Screen 1.

A new code value of E, Elderly Simplified Application Project (ESAP), will be added to the Special Program Code field on WMS Screen 1.

An ESAP case (or application) is defined as a case in which all adults (aged 18 and over) in the household are disabled and /or at least 60 years old and no individual on the case has earned income. ESAP cases are opened and recertified for a 36-month authorization period (3 years). The Effective From Date must be equal to or greater than 12/01/2021.

Code value E will be allowed for Case Type 31, Non-Public Assistance Food Stamps (NPA-FS) at Application Registry (WAPREG), Full Data Entry (WKBK01) and Undercare Maintenance (WKUM01) for Transaction Types 02, 05, 06, 07, 08, 10, and 11.

A new code value of L, ESAP Leaver, will be added to the Special Program Code field on WMS Screen 1.

An ESAP Leaver case (or application) is defined as a case that no longer qualifies for ESAP due to a non-aged/disabled person moving into the household and/or an individual on the case having earned income. If an ESAP household becomes an ESAP Leaver, the original 36-month authorization period is maintained via '05 – Change' transactions.

Code value of L is **not** allowed for Transaction Types 02 (Opening), 06 (Recertification/Reauthorization) or 10 (Reopening).

Section 5 – New and Modified Edits Associated with New Code Values N (NYSCAP), E (ESAP), AND L (ESAP Leaver)

New Edit:

1785 – TRANSACTION TYPE 02, 06, OR 10 NOT ALLOWED IF SPC PRG CD = L

If the Special Program Code = L (ESAP Leaver) the Transaction Type cannot be equal to 02, 06, or 10.

Modified Edits:

0176 - AUTH PER REQ FS BDGT W/AGED DSBLD IND A, E, N OR S AND/OR SEP DET IND T

The length of the Authorization Period requires a stored FS budget with an Aged/Disabled Indicator = 'A' (All Adults Aged/Disabled) if the Case Type = 31 or E (ESAP), N (NYSCAP) or 'S' (SSI Standard Benefit Household), and/or the Separate Determination Indicator = 'T' (FS Transitional Benefit).

0185 - ENTRY IN SP CODE INVALID – FATAL

1. If Full CAP district and Case Type = 11, Special Program Code must be blank or C.
2. If non-CAP district and Case Type = 11 or 12, Special Program Code must be blank.
3. If non-CAP district and Case Type = 16 or 17, Special Program Code must be blank or R.
4. If Case Type = 31, Special Program Code must be blank, E, L, N, S, or W.

1025 - SPC PRG CD E, L, N or S ONLY VALID WITH CT 31 – FATAL

1038 - NO FS/SSI ABEL BUDGET

If an E (ESAP) is present in the Special Program Code, an E (ESAP) is required in the A/D Indicator on the stored FS Budget.

If an L (ESAP LEAVER) is present in the Special Program Code, an L (ESAP LEAVER) is required in the A/D Indicator on the stored FS Budget.

If an N (NYSCAP) is present in the Special Program Code, an N (NYSCAP) is required in the A/D Indicator on the stored FS Budget.

If an S (NYSNIP) is present in the Special Program Code, an S (NYSNIP) is required in the A/D Indicator on the stored FS Budget.

1143 - SPECIAL PROGRAM CODE MUST MATCH A/D INDICATOR ON FS BUDGET

If an E is present in the A/D Indicator on the stored FS Budget, an E is required in the Special Program Code on Screen 1 of WMS.

If an L is present in the A/D Indicator on the stored FS Budget, an L is required in the Special Program Code on Screen 1 of WMS.

If an N is present in the A/D Indicator on the stored FS Budget, an N is required in the Special Program Code on Screen 1 of WMS.

If an S is present in the A/D Indicator on the stored FS Budget, an S is required in the Special Program Code on Screen 1 of WMS.

1606 - ALL ETHNIC FIELDS MUST BE ENTERED ON SCREEN 3

For CT 31, with Transaction Types 02, 05, 06 or 10, with an A/D Indicator = N (NYSCAP) or S (NYSNIP), at least one Individual on Screen 3 of WMS must have a Racial/Ethnic field entry of Y, N or U.

1607 - PAYMENT PERIOD INVALID WITH TRANSACTION TYPE/AD INDICATOR

For Payment Type 96:

If an A is present in the A/D Indicator on the FS budget and the Case Type = 31, the Food Stamp Payment Period cannot exceed 24 months.

If an N is present in the Special Program Code field on WMS Screen 1, the Food Stamp Payment Period cannot exceed 36 months on an Opening (02), Recertification (06), or Reopening (10) transaction. The Food Stamp Payment Period may exceed 36 months if the Special Program Code = N on an Undercare transaction (05), or Reactivation (11) when a NYSNIP case converts to a NYSCAP case.

If an E is present in the Special Program Code field on WMS Screen 1, the Food Stamp Payment Period cannot exceed 36 months.

If an S is present in the Special Program Code field on WMS Screen 1, the Food Stamp Payment Period cannot exceed 48 months.

Section 6 – CNS: Introduction of New York State Combined Application Project (NYSCAP) and Elderly Simplified Application Project. (ESAP)

New NYSCAP reason codes are scheduled for migration to the Production System effective October 18, 2021. The reason code language is found in the CNS Codes and Texts Manual.

NYSCAP reason codes are as follows:

A70- SNAP Approval NYSCAP

A71- NYSCAP:1st Month Prorate-Applied before the 16th

A72- NYSCAP:1st Month Prorate-Applied after 15th

A73- NYSCAP: DENIED 1st Month, Eligible in Succeeding Months

A74- NYSCAP Moved to another County

BE4- New Budget Authorized -Return to Reg SNAP from NYSCAP

B95- New Budget Authorized: SNAP to NYSCAP

B96- New Budget Authorized; SNAP to NYSCAP (Reduction)

B97- New Budget Authorized NYSCAP Re-budgeted

B98- Recert Approval: Return to Regular SNAP from NYSCAP

B99- Recertification Approval: SNAP to NYSCAP

BH2- Recertification Approval: NYSCAP

EZ6- Failure to Return NYSCAP 36-Mo Interim Report

X11- NYSCAP Close: Failure to Redeem (Auto Close- No CNS Language)

New ESAP reason codes are scheduled for migration to the Production System, effective October 18, 2021. The reason code language for ESAP will be added to the CNS Codes and Texts Manual in November 2021.

A75- SNAP Approval ESAP

A76- ESAP:1st Month Prorate-Applied before the 16th

A77- ESAP:1st Month Prorate-Applied after 15th

A78- ESAP: DENIED 1st Month, Eligible in Succeeding Months

BH3- New Budget Authorized -Return to Reg SNAP from ESAP

BH4- New Budget Authorized: SNAP to ESAP

BH5- New Budget Authorized; SNAP to ESAP (Reduction)

BH6- New Budget Authorized (ESAP) Re-budgeted

BH7- Recert Approval: Return to Regular SNAP from ESAP

BH8- Recertification Approval: SNAP to ESAP

BH9- Recert Approval ESAP

NYSCAP AND ESAP Reason Code Transaction Type Chart

NYSCAP	CT31	CT11-17	02	03	05	06	07	08	10	11	14	00
A45- Approval (NYC)	x		x									
A70- Approval (ROS)	x		x						x			
A71- 1 st month prorate applied < 16th	x		x									
A72- 1 st month prorate applied >15th	x		x									
A73-Denied 1 st month-eligible succeeding	x		x						x			
A74-Moved to another county	x		x						x			
BE4-NBA-Return to SNAP from NYSCAP	x				x							
B95-NBA-SNAP to NYSCAP	x		x		x	x			x			
B96-NBA-SNAP to NYSCAP (reduction)	x		x		x				x			
B97-NBA-NYSCAP Rebudgeted	x				x							
B98-RECERT-Return to SNAP	x					x				x		
B99-RECERT-SNAP to NYSCAP	x					x						
BH2-RECERT-NYSCAP	x					x						
EZ6-Failure to Return Interim Report	x						x					
X11-NYSCAP Close Failure to Redeem (no CNS language)	x						x					
ESAP	CT31	CT11-17	02	03	05	06	07	08	10	11	14	00
A75-Approval	x		x						x			
A76-1st month prorate applied < 16th	x		x									
A77-1st month prorate applied >15th	x		x									
A78- Denied 1st month-eligible succeeding	x		x						x			
BH3- NBA-Return to SNAP from ESAP	x				x							
BH4- NBA-SNAP to ESAP	x		x		x	x			x			
BH5- NBA-SNAP to ESAP (reduction)	x		x		x				x			
BH6- NBA-ESAP Rebudgeted	x				x							
BH7- RECERT-Return to SNAP	x					x				x		
BH8- RECERT-SNAP to ESAP	x					x						
BH9- RECERT-NYSCAP	x					x						
ZA4-Continuing your ESAP SNAP-Recertification (UPS)	x											x
ZA5- ESAP SNAP On-Demand Phone Recert/Interview (NYC)	x							x				x
ZA6- Continuing Your ESAP RECERT(NYC)	x											x
ZA7-ESAP RECERT App Reminder (NYC)	x											x

MISCELLANEOUS	CT31	CT11-17	02	03	05	06	07	08	10	11	14	00
REACTIVATION CODES												
B98 and BH7	x									x		
FS SEPARATE DETERMINATION CODES												
B95 and BH4	x		x									
WCLSOP SCREEN												
B95, BH4, B96, BH5(PA TT=03,70) A70, A75(PA TT= 03,05)	x		x									

Modified WMS/CNS EDITS

0300 - WARNING – SSI NOW ON FS BGT-ELIG FOR FS RESTORED BENEFITS DETERMINED

This Warning is created if Case Type = 11 – 17, 31 or 32 and PA/FS Indicator = 01 and Transaction Type = 05 with FS Reason Code = B20, B22 or B24; or Transaction Type = 06 with FS Reason Code = B30, B33 B34, B98 or BH7

0865 - FS BGT FROM DATE MMY MUST BE AT LEAST 1MM > TODAY DT MMY FOR FS RC

When entering a Negative Action with FS Reason Code B20, B21, B23 B24, B25, B28, B29, B80, BE4, B96, B97, BH3, BH5 or BH6 the FS Budget From Date Month/Year must be at least one month greater than Today’s Date Month/Year.

0956-STORED FS ALLOTMENT OR TBA BUDGET REQUIRED FOR FS CASE RC

If CT 11-17, TX Type=05,06, PA/FS Ind=01 and PA/FS 02-006 = A30-A36, A38 B20-B25, B30-35, Q21, Q22 there must be a stored FS Budget with benefits.
 If CT 31+32 and 02-050 = A30-A34, A36, A38, A39, A42, A43, A46, A47, A70-A74, A75-A78 there must be a stored FS budget with benefits.
 If CT 31 +32 ,02-010 = 05,06,11 and FS R/C=B20-B25, B30-B35, B80, B98 and BH7 there must be a stored FS budget with benefits.

0960 - STORED FS BGT FROM MM/YY MUST = PREVIOUS FS BGT TO MM/YY + 1 MONTH

If PA case with FS Reason Code A31, A32, A33, A38, or FS Case with Reason Codes, A31, A32, A33, A38, A42, A43, A71, A72, A76 or A77, the stored FS Budget Effective From Date must be one month greater than the previous FS Budget Effective To Date.
 If FS case and Transaction Type = 11 and prior Transaction Type = 08 and FS Reason Code = B31, B32, B35 or prior Transaction Type = 07 and FS Reason Code = A31, A32, A33, the stored FS Budget Effective From Date must be one month greater than the previous FS Budget Effective To Date

0962 - PREVIOUS FS BGT FROM DATE MUST = FS AUTH FROM DATE FOR THIS FS RC

If Case Reason Code = A31, A32, A33, A38, A42, A43, A71, A72, A76 or A77 the previous FS Budget Effective From Date must = the FS Authorization From Date on the case.

0974 - FS BUDGT FROM DATE MUST = FS AUTH FROM DATE FOR THIS FS RC

If Case Reason Code = A30, A36, A46, A73, A78, B18, B19, B30, B33, B98, BH7 or Q21 the stored FS Budget Effective From Date must = the FS Auth From Date on the case.

0977-FS RECOUP STARTS REQ 10-DAY NOTICE: REMOVE FROM NOTICE/BGT OR CHANGE RC

A 10 Day notice is required when Case Reason Code on the case = B30, B33, B34, B98 or BH7 and Case Reason Codes R21–R23 are present on the notice.

1101-FS CASE REASON CD REQUIRES PRIOR ABEL FS BGT SHOWING FS BENEFITS

The FS history budget must be present and show benefits in the following circumstances:

1. FS Case Type, FDE Transaction Type, Notice Indicator not = 'N' and Case Reason Code = A31-A33, A38, A42, A43, A71, A72, A76, A77 or Q22 (with Auth FROM Date DAY NOT = 01);
2. FS Case Type, U/M Transaction Type, Notice Indicator not = 'N' and Case Reason Code = B20 - B24, B27-B29, B31, B32, B34, B35, B80, B95, B98, BH7, E30, E39, E40 or Case Reason Code = A31 – A33 if Transaction Type = 11 and pulldown Transaction Type = 07;
3. PA Case Types, PA/FS Indicator = 01, U/M Transaction Type, Notice Indicator not = 'N' and FS Case Reason Code = B20, B21, B22, B24, B31, B32, B34, B35;
4. PA Case Types, PA/FS Indicator = 08, 09, U/M Transaction Type, Notice Indicator not = 'N' and FS Case Reason Code = E30, E39, E40;
5. PA Case Types, PA/FS Indicator = 80, 81, 90 or 91, Transaction Type 03 or 07 (with Emergency Indicator = 'X'), Notice Indicator not = 'N' and FS Case Reason Code = E30, E39, E40.

1103 - FS CASE REASON CODE B30, B31, B32, B34, B35 REQUIRED FOR TX = 06

If PA Case Types 11 – 17 with FS authorization and 06 Transaction Type with Notice Indicator not = N, the FS Case Reason Code must be = B30, B31, B32, B34 or B35.

IF FS Case Type 31,32 and FS Transaction Type = 06 with Notice Indicator not =N the FS Case Reason Code must be=B30-B36, B38, B95, B98, B99, BH2, BH4, BH7, BH8, BH9

1105 – PREVIOUS FS BGT FROM DAY MUST BE 02-15 FOR THIS FS RC A32, A42, A71, A76

The previous Food Stamp budget from Date must be between the 2nd and 15th of the month

1106 – PREVIOUS FS BGT FROM DAY MUST BE GREATER THAN 15 FOR THIS FS RC A33, A43, A72, A77

The previous Food Stamp budget From Date must be between the 16th and the end of the month.

1107 – ONLY FS R/C'S B18 B19 B27 B28, B95 or BH4 ARE ALLOWED FOR THIS TRANSACTION TYPE

Food Stamp Case Reason Code B18, B19, B27, B28.B95 or BH4 is required for a Food Stamp Separate Determination opening

1115 - NOTICE NUMBER ENTRY REQUIRED FOR CASE R/C A36, A46, A73, A78

A CNS Notice number must be entered for the transaction types 02 or 10 when the FS budget Case Reason Code is A36, A46, A73, A78

1135 - STORED FS ALLOTMENT MUST BE >= PRIOR ALLOTMENT FOR FS R/C B27, B95, BH4

If CT=31 and TX Type=05 and 02-050 Reason= B27, B95 or BH4 THEN FS Allotment (CLONE) is < = FS Allotment (STORED).

1136- STORED FS ALLOTMENT MUST BE < PRIOR ALLOTMENT FOR FS R/C B28, B96, BH5

If CT=31 and TX Type=05 and 02-050 Reason= B28, B96 or BH5 THEN FS Allotment (CLONE) is > FS Allotment (STORED)

1137- PRIOR FS BGT AGE/DISABLED IND MUST =S(NYSNIP), N (NYSCAP) OR E (ESAP) FOR FS R/C

If FS TX-Type =05,06 and FS Aged/Disabled Ind = 'S' then F/S reason code B29, B38

If FS TX-Type =05,06 and FS Aged/Disabled Ind = 'N' then F/S reason code B97, BH2

If FS TX-Type =05,06 and FS Aged/Disabled Ind = 'E' then F/S reason code BH6, BH9

1145 - FS BGT A/D IND MUST CHANGE FROM S, N, E TO OTHER VALUE FOR FS RC

For CT 31 or 32, Transaction Type 05 (Change), FS Case Reason Codes B23 or B33, the prior stored budget must be a NYSNIP budget. Restore the NYSNIP budget, then restore a regular FS budget;

Transaction Type 05 (Change), FS Case Reason Codes BE4 or B98, the prior stored budget must be a NYSCAP budget. Restore the NYSCAP budget, then restore a regular FS budget;

Transaction Type 05 (Change), FS Case Reason Codes BH3 or BH7, the prior stored budget must be a ESAP budget. Restore the ESAP budget, then restore a regular FS budget.

(For all Follow budget comparison procedures.)

1157- ONLY WCLSOP MENU OPTION ALLOWED FOR THIS FS RC/TX COMBINATION

If the notice indicator not = N, the case type 31 or 32, the transaction type = 02 or 10, and the case reason code = B27, B28, B95, B96, BH4, or BH5 then the originating transaction must be = WCLSOP

1165--ONLY FS R/C'S B18 B19 B27 B28, B95, B96, BH4 or BH5 ARE ALLOWED FOR THIS TRANSACTION TYPE

This WMS Edit/Error controls the allowable Food Stamp reason code entries for Food Stamp Separate Determination transactions AFTER a TA case DENIAL. If the prior PA/FS Indicator used during the denial transaction was equal to 70, 71, 80, 81, 90, 91, the case reason code on the subsequent FS Separate Determination transaction must equal B18, B19, B27, B28, B95, B96, BH4, or BH5.

1166-ONLY FS R/C'S A30-A36, A38, A39, A70 or A75 ARE ALLOWED FOR THIS TRANSACTION TYPE

This WMS Edit/Error controls the allowable Food Stamp reason code entries for Food Stamp Separate Determination transactions AFTER a TA case DENIAL. If the prior PA/FS Indicator used during the denial transaction was equal to 05, the case reason code on the subsequent FS Separate Determination transaction must equal A30, A31, A32, A33, A34, A35, A36, A38, A39, A70 or A75.

NEW NYSCAP AND ESAP EDITS

1265- NYSCAP requires 36 Month Cert Period - TX TYPES 02,06,10

If Case Type = 31, and TX Type = 02, 06, 10 and FS R/C = A70, A73, BH2 or EZ6

THEN 17-051-FS TO DATE= 17-051-FS FROM DATE + 35 months.

1266- "Prior FS Bgt Aged/Disabled Ind must equal 'N' (NYSCAP) FS R/C"

If Case Type =31 and TX Type = 02,10 and FS R/C =A71, A72 THEN FS A/D Ind (CLONE) must = 'N'.

1267- FS BGT A/D Indicator Must Change From 'N' to other value for FS R/C

If the Case Type =31 and TX Type = 05.06 and FS R/C =BE4, B98 THEN FS A/D IND(CLONE) must = 'N' and (STORED) FS A/D IND must not = 'N'.

1268- STORED FS BGT A/D IND Must ='N' (NYSCAP) for the FS R/C

IF CT=31 and TX Type = 02,10 and FS R/C =A70, A71, A72, A73, A74 THEN STORED FS A/D IND Must be 'N'.

IF CT=31 and TX Type=05,06,07 and F/S R/C = BE4, B95, B96, B97, B98, B99, BH2, EZ6 THEN STORED FS A/D IND must be 'N'.

1269- PRIOR FS BGT A/D IND must not equal 'N' (NYSCAP) for the FS R/C

IF CT =31 and TX Type = 05,06 and FS R/C = B95, B96, B99 THEN CLONE FS A/D Ind must not equal 'N'.

1270- ESAP Requires 36 Month Cert. Period at TX's 02,06 and 10.

IF CT=31 and TX Type = 02,10 and FS R/C A75, A78 THEN FS TO DATE = FS FROM DATE + 35 months.

IF CT=31 and TX Type= 06 and FS R/C BH9 THEN FS TO DATE = FS FROM DATE + 35 months.

1271- PRIOR FS BGT A/D IND Must='E' (ESAP) for the FS R/C

IF CT=31 and TX Type=02 and FS R/C = A76, A77 THEN FS A/D Ind must= 'E'

1272- FS BGT A/D IND Must change from 'E' to other value for FS R/C

IF CT=31 and TX Type=05,06 and FS R/C = BH3 and BH7 THEN FS A/D IND (CLONE)='E' AND FS A/D

IND (STORED) NOT = 'N'

1273- STORED FS BGT A/D IND Must equal 'E' (ESAP) for FS R/C

IF CT=31 and TX Type = 02 or 10 and FS R/C = A75, A76, A77, A78

IF CT=31 and TX Type = 05,06,07 and FS R/C =BH4, BH5, BH6, BH8, BH9 THEN the STORED FS A/D IND='E'

1274- PRIOR FS BGT A/D IND Must not equal 'E' (ESAP)

IF CT=31 and TX Type =05,06 and FS R/C = BH4, BH5, BH8 THEN FS A/D IND (CLONE) must not equal 'E'.

1278- ESAP REQUIRES 36 Month CERTIFICATION PERIOD AT TX TYPES 02,06,10

IF CT=31 and TX Type=02,06,10 and FS R/C = A75, A78, BH9 THEN AUTH TO DATE EQUALS AUTH FROM DATE + 35 months.

1280- FS BGT A/D IND Must Change From 'E' to other value for FS R/C

IF CT=31 and TX Type = 05.06 and FS R/C = BH3, BH7 THEN FS A/D IND (CLONE) equals 'E' AND FS A/D

IND (STORED) is not equal to 'N'.

1281- STORED FS BGT A/D IND Must Equal 'E' for the R/C

IF CT=31 and TX Type = 02,10 and FS R/C = A75, A76, A77, A78

IF CT=31 and TX Type= 05,06,07 and FS R/C = BH4, BH5, BH6, BH8, BH9 THEN FS A/D IND(STORED)

Must equal 'E'.

1282-PRIOR FS BGT A/D Must Not Equal 'E' (ESAP) for this FS R/C

IF CT =31 and TX Type=05,06, and FS R/C =BH4, BH5, BH8 THEN FS A/D IND(CLONE) must not equal 'E'.

Section 7 – Modification to Prisoner Managed Care Disenrollment

The automated prisoner managed care disenrollment process has been modified to use a new Disenrollment Reason Code IN (Incarceration) instead of Reason Code 93 (Client or LDSS Initiated/Excluded or Exempt). This code is not currently available for manual entry.

Section 8 – Modification to Newborn Managed Care Report

The MNB100 (Newborn Monthly Managed Care) Report will now be posted to PHRED every month, even when there are no qualifying newborns for the month.

Section 9 – Medicare Part D Notice Inserts for 2021

The following CNS changes were effective by **9/15/21**:

The Reduction in Benefits Notice (S0017) was updated to include the 2021 Part D Benchmark plans.