Eligibility Summary

Goals

1. Review the Budget after Approval
   1. Even though the approval is done already – if the budget has errors, we have time to complete a new approval without causing errors on the case ongoing since it happens directly after the approval.
   2. Check for common errors – these are program/situation specific error prone areas that we can code in as logic for the script to check.
      1. SNAP with CCAP active in MAXIS – is it the correct Cat Elig and does a DCEX panel exist.
      2. SNAP denial for no verification – ensure the income amounts are not counting.
      3. HC Denials – include MA-EPD review
   3. Display the budget and increase familiarity with how to read a correct budget.
2. Create complete CASE/NOTEs with full detail and High Quality.
   1. Approvals, Denials, Closures are all handled.
   2. If there is more than one month in the package, review for changes and create a NOTE for each unique budget.
   3. Include issuance amount with detail.
      1. Cash Opt-Out details
   4. Include budget amounts and detail.
      1. Deeming
      2. Allocations
   5. Capture details that are not available from reading ELIG/STAT – the additional information that needs to be manually entered. Include logic that will force this information to be entered.
      1. PACT reasons
3. Send WCOMs on the notices based on the approval details.
   1. Use information from Add WCOM, POLI TEMP and other DHS resources to determine what information we need to send to residents.
   2. Additionally, add information to WCOMs to provide clarity based on space.
4. Send MEMOs with required information
   1. Reporting detail for each program
   2. MEMO for Work Requirements for SNAP
   3. MEMO for MFIP Orientation details
5. Pull information from MAXIS actions to reduce manual entry.
   1. Read the ELIG panels at the beginning of the script run.
   2. Read from REPT/PND2 for Overnight Batch Processes.
   3. Account for specific processes unique approvals
      1. HRF
      2. ER
      3. SR
      4. Significant Change
6. Trigger other follow up work.
   1. MA-EPD Manual reimbursements
   2. Ensure correct HRFs have/will be sent