## STATE OF CONNECTICUT

DEPARTMENT OF SOCIAL SERVICES

## PROGRAM INFORMATION BULLETIN

Kathleen Brennah, Deputy Commissioner

January 2015

Effective Date

INFORMATION BULLETIN NO.: 15-01

PROGRAM: SNAP

Subject: Waiver for Certain Elderly/Disabled Households with No Earned Income

<u>Introduction</u>: This waiver permits the agency to waive the interview at renewal if <u>all</u> adult members of the household are elderly (60 years old or older) or disabled with no earned income and the household has satisfied all other renewal and mandatory verification requirements.

## General principles

This waiver is effective immediately beginning with renewals with an end date of 1/31/15. This waiver of the interview requirement has been approved for certain households with elderly or disabled members during the renewal process.

At renewal, staff may waive the required interview for the household when the following criteria apply:

- All adult household members are elderly or disabled;
- the household has no earned income;
- the renewal form is submitted timely and the information is complete;
- mandatory verifications are complete and not questionable; and
- the household is eligible for on-going SNAP benefits.

At renewal, the eligibility worker (EW) must continue to schedule an interview for any elderly or disabled household if:

- The household reports that a member has earned income;
   or
- there are outstanding issues or questions about the renewal form; or
- the household requests an interview; or
- the EW determines that the household will be denied ongoing SNAP benefits.

*Note:* If a household does not meet the waiver criteria, an interview must be scheduled before an eligibility determination can be made.

	Changes to EMS MISC Screen	There will be an additional value added to the <i>Redet Interview</i> (Redet Intww) Field. If the EW determines that the case meets the criteria for a waiver of the interview, the phone interview may be waived by placing a " <b>W</b> " on the MISC screen.	
	Changes to Notice	This segment was added to notice 3027 for those HH's on a 24-month recertification cycle	
	3027	NOTICE TO ELDERLY OR DISABLED ADULTS WITH NO EARNED INCOME ON SNAP  If all adult members of your household are elderly (60 years old or over) or disabled and all of these adult members do not get money from working, your household may not need an interview. If we have any questions, we will call you. If you would like an interview, call the Benefit Center at 1-855-626-6632.	
	Renewal Telephone Interview		
	Scenarios  *See SNAP Waivers 2014 Desk Guide and Flowchart for additional scenarios	Household appears eligible for elderly/disabled interview waiver. All verifications received.  EW will:  Initiate renewal "N" and enter the date the form is received in the "Received" field on the REDE screen  Place a "W" in the Redet Intvw field  Process the renewal.  EMS will recertify the case for 24 months. Check the Financial Eligibility Screen (FSFI) to confirm.	Household appears eligible for elderly/disabled interview waiver. Has provided all mandatory verifications but not all optional verifications.  EW will: Send a 1348 requesting the optional verifications. EW may also call the client to discuss the benefits of submitting the optional verifications and offer assistance in obtaining them. If optional verifications are received timely, process the renewal with no interview. If optional verifications are not received timely, the interview is still waived but do not give
			deductions until verification received.  EMS will recertify the case for 24 months. Check the Financial Eligibility Screen (FSFI) to confirm.
;	Recertification Periods	The waiver of the interview for recertification applies only for cases that meet the requirements above and have a 24-month recertification cycle. If the household reports earnings, the case will switch from a 24 month cycle to a 12 month cycle.	

Disposition:
Distribution:
Responsible Unit:
Date Issued:

Retain for future reference. SNAP Eligibility Staff SNAP Division (860) 424-5030

2/2/2015