


FAMILY INVESTMENT ADMINISTRATION 	CARES BULLETIN
	Effective Date: Immediately
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**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
FAMILY INVESTMENT SUPERVISORS**

Charles E. Henry for
FROM: KEVIN MAHON, EXECUTIVE DIRECTOR, FIA

RE: TRANSITIONAL ASSISTANCE

PROGRAMS AFFECTED: TCA

ORIGINATING OFFICE: DIVISION OF PROGRAM AND SYSTEMS SUPPORT

Background:

In October 1996, Transitional Assistance was implemented as a way to assist customers who were sanctioned to transition off TCA. In September a new valid value for Transitional Assistance Authorized Representatives was added to the AREP screen.

Action Required:

When an assistance unit is placed in Transitional Assistance, enter 'TA' in the authorized representative type field on the AREP screen for TCA. This value will allow only the authorized representative to access the EBT TCA benefit and will send a copy of all TCA notices to the representative.

Reminder: The sequence of AREP screens follows the same sequence of STAT screens. An example of this is if the Food Stamp case is on STAT B, the authorized representative for Food Stamps must be input on AREP B.

Thank you for your assistance in this matter. If you have any questions regarding this bulletin, please contact the DHR Help Desk at (410) 767-7002 or 1-800-347-1350.

KM/dh

cc: DHR Executive Staff
IMA Management Staff
Help Desk
CTF