



MARYLAND DEPARTMENT OF HUMAN SERVICES
 Department of Human Services
 311 West Saratoga Street
 Baltimore MD 21201

FIA ACTION TRANSMITTAL

Control Number: # 21-12 REVISED

Effective Date: Immediately

Issuance Date: October 22, 2020

**TO: DIRECTORS, LOCAL DEPARTMENTS OF SOCIAL SERVICES
 DEPUTY/ASSISTANT DIRECTORS FOR FAMILY INVESTMENT
 FAMILY INVESTMENT SUPERVISORS AND ELIGIBILITY STAFF**

FROM: LA SHERRA AYALA, ACTING EXECUTIVE DIRECTOR


RE: (Revised) FLEXIBILITIES FOR COVID - 19. - H. R. 8337

PROGRAM AFFECTED: SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP), TEMPORARY CASH ASSISTANCE (TCA), TEMPORARY DISABILITY ASSISTANCE PROGRAM (TDAP), PUBLIC ASSISTANCE TO ADULTS PROGRAM (PAA)

ORIGINATING OFFICE: OFFICE OF OPERATIONS

Summary

Effective immediately, interviews for applications and recertifications are waived for SNAP, XSNAP, TCA, and TDAP (Type I and II) applications. Recertification periods for SNAP, TCA, TDAP Type II and PAA ending **October 31, 2020**, through March 2021 have been extended 6 months. Effective immediately Quality Control reviews are suspended.

The state of Maryland has elected to implement the following waivers provisioned as part of the Continuing Appropriations Act, 2021:

1. Waive the interview requirements for the programs listed above for all household applications through June 30, 2021;
 - a. To include postponed interviews for expedited cases. (*AT: 21-08 Obsolete*)
 - b. Interviews are also waived for recertifications.
 - c. All required verifications must be obtained before the finalization of the case. All mandatory verifications are required and must be requested if not obtained. (*See AT: 20-13*)

- i. For expedite processing, identity must be verified.
REMINDER: This does not have to be a photo ID. Identity can be verified through a collateral contact.
 - ii. NOTE: A 1052 must be issued requesting the missing verifications.
 - d. Normal verification return timeframes apply for all programs.
 - e. An applicant must be interviewed if his or her identity cannot be confirmed.
2. Extend of recertifications for **October** 2020 through March 2021.
 - a. Caseworkers should continue to process outstanding recertifications utilizing the interview waiver.
 - b. October recertifications will be extended on October 30, 2020.**
 - c. November recertifications have been extended until May 2021, and December recertifications are extended until June 2021. Recertifications due January 2021 through March 2021 will be extended six months.
 - d. When processing recertifications, all required verifications must be obtained prior to the finalization of the case.
 3. Suspend Quality Control reviews from June 1, 2020, through September 30, 2021.

CARES Updates

- On October 12, 2020, the certification periods for November and December 2020 were extended for 6 months.
 - a. November 2020 extended through May 2021.
 - b. December 2020 extended through June 2021 and CIF's have been suppressed.
- **On October 31, 2020, October recertifications will be extended.**
- **Recertifications for January 2021 through March 2021 will be extended six months in CARES.**

E&E Updates

- Action will be taken to extend recertifications for converted cases into E&E for pilot counties.

Action Required:

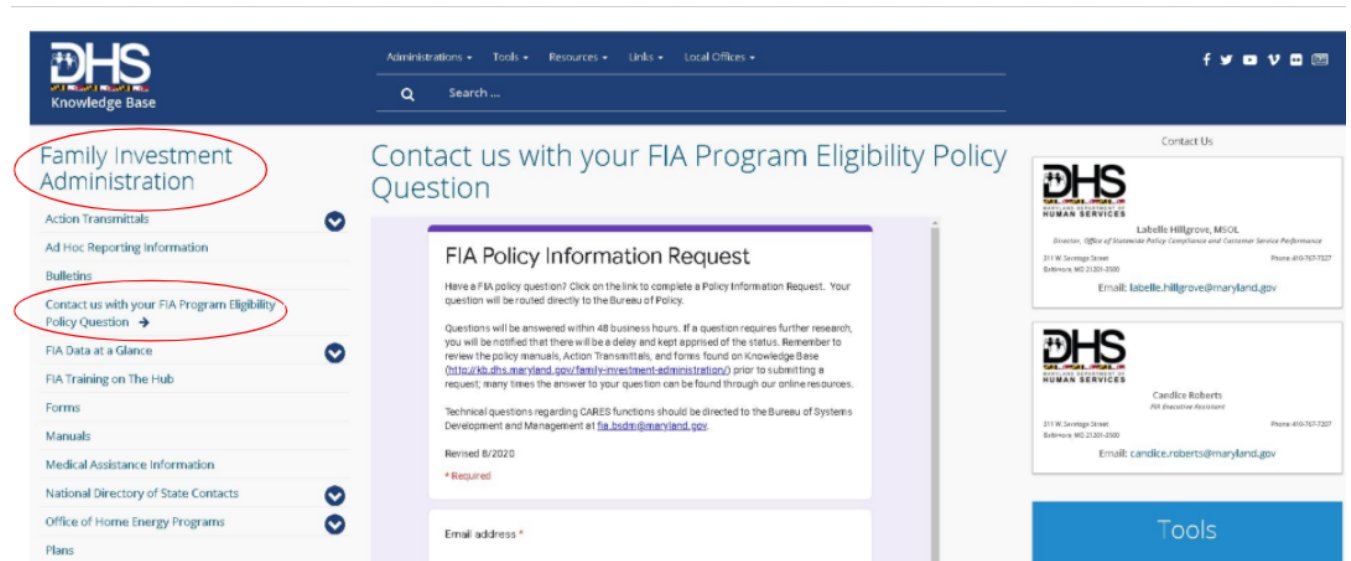
- Interviews are waived for all SNAP, TDAP, TCA, and PAA applications. The case manager must narrate in CARES "Interview waived due to COVID waiver."
- No action is needed regarding recertification extension.
- Although QC reviews will be suspended, supervisors are expected to continue reviewing the case manager's work for accuracy and timeliness. QC will be conducting spot checks on randomly selected cases processed under the new waivers.
- Process all pending applications utilizing the current waivers.
- 60-Day SNAP applications:
 - Please continue to ensure the MISC screen is coded as "CD" on 60-Day SNAP

- applications by the 27th day.
- SNAP applications over 30 days that previously needed an interview should be reviewed for processing and/or sent a request for verifications.
 - Interviews can be waived on 60-Day SNAP applications effective immediately.

Note: FSME reviews will continue. There are no changes to the FSME process.

Inquiries:

Please direct policy questions to the Office of Statewide Policy Compliance and Customer Service Performance by completing the [FIA Policy Information Request Form](#) found on Knowledge Base as shown in the screenshot below.



- cc: DHS Executive Staff
FIA Management Staff
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