



**FIA ACTION TRANSMITTAL**

**Control Number: # 21-23**

**Effective Date: IMMEDIATELY**

**Issuance Date: February 22, 2021**

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

**FROM: LA SHERRA AYALA, ACTING EXECUTIVE DIRECTOR**

**RE: RECOVERY FOR THE ECONOMY, LIVELIHOODS,  
INDUSTRIES, ENTREPRENEURS AND FAMILIES (RELIEF)  
ACT**

**PROGRAM AFFECTED: TEMPORARY DISABILITY ASSISTANCE PROGRAM**

**ORIGINATING OFFICE: OFFICE OF OPERATIONS**

**SUMMARY**

On February 12, 2021, the Maryland General Assembly passed additional funding and guidelines for the Temporary Disability Assistance Program (TDAP).

Effective February 1, 2021, through June 30, 2021, each active TDAP recipient will receive a monthly amount of \$100 in addition to the regular benefit amount.

Effectively immediately, all TDAP cases closed on or after July 1, 2020, will be reinstated retroactively to the date of closure with the exception of specific closure reasons. With the exception of specific closure reasons, no cases shall close before July 1, 2021.

**REQUIRED ACTION:**

Effective February 1, 2021, each active TDAP household will be eligible to receive a benefit amount of \$100 in addition to the household's standard amount.

This action will be done automatically with no changes required by the case manager to issue the

benefit.

The following actions must be taken for approved applications or interim changes reported during the period of February 1, 2021, through June 30, 2021.

- On any notice generated that notifies the customer of a new or changed benefit amount, free form text must be added advising the customer of the additional \$100 in TDAP. The following may be used:
  - You have been approved for \$243 of TDAP benefits. You will receive an additional \$100 added to this amount each month from (approval/change date) through June 30, 2021.
- **Do not issue underpayments. This extra benefit will be automatically added through the system batch process.**

### TDAP CASE REOPENING:

All TDAP cases that were closed as of July 1, 2020, will be reopened with the exception of the following case closures reasons:

- Having received a final decision by SSA
- Customer now receives TCA
- Customer is deceased or incarcerated
- Customer has moved out of State

Each LDSS will receive an assignment to reinstate cases previously closed.

1. Pend the case for the first day of the month following case closure. Provide a 12 month certification period for all cases reopened. Please see the chart below for specifics.
2. Coded the DEM2 screen for TDAP Type II.
3. Code the MISC Screen **PE** for Delay Reason
4. Ensure the disability end date on the DEM2 screen is at least 12 months from the reopening date.
5. Once processed, transfer the case back to the appropriate DO.

Please ensure all cases are pended and finalized on the same day.

\*If a case assigned is identified as a case that belongs to Washington County, do not process. Transfer the case to DO 210.

<b>Case Closure Date</b>	<b>Reopen Date</b>	<b>Dem2 Disability End Date</b>	<b>Certification End Date</b>
July 31, 2020	August 1, 2020	July 31, 2021	July 31, 2021
August 31, 2020	September 1, 2020	August 31, 2021	August 31, 2021
September 30, 2020	October 1, 2020	September 30, 2021	September 30, 2021
October 31, 2020	November 1, 2020	October 31, 2021	October 31, 2021
November 30, 2020	December 1, 2020	November 30, 2021	November 30, 2021
December 31, 2020	January 1, 2021	December 31, 2021	December 31, 2021
January 31, 2021	February 1, 2021	January 31, 2022	January 31, 2022
February 28, 2021	March 1, 2021	February 28, 2022	February 28, 2022

#### Disability Information on the DEM2 Screen

- On the DEM2 code screen
  - Code the Disability Type - O
  - Approval Source - MS

#### **IAR Requirements**

Review the case file for a valid IAR. If there is not a valid IAR present, send a 1052 requesting a valid IAR **however** do not hold up processing, deny, or close a case due to a missing IAR form.

Please see the updated TDAP Reopening Guidance for additional information.

#### **Redeterminations**

All TDAP cases with a certification period on or before June 30, 2021, will receive a 6-month redetermination extension.

#### **Applications**

Effective immediately, self-attestation may be accepted in the absence of a Medical 500 form as

verification of a disability. A signed application for TDAP with the disability indicator marked is considered acceptable self-attestation.

Set the disability end date for 6 months from the date of application and give the customer a 6 month certification period.

When sending a 1052, include a Medical 500 form and advise the customer that the medical form is due by the end of the certification period. Be sure to cite the certification end date.

**The IAR form and all other mandatory verifications are still required to process a TDAP application.**

## 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.

The screenshot displays the DHS Knowledge Base website. The header includes the DHS logo and navigation links for Administrations, Tools, Resources, Links, and Local Offices. A search bar is present. The main content area is titled 'Family Investment Administration' and contains a detailed description of the program. Two sidebar links are circled in red: 'Family Investment Administration' and 'Contact us with your FIA Program Eligibility Policy Question'. Below the description, there are two data boxes showing job placement statistics for FFY 2017: 'FFY 2017 Job Placement Data Statewide Annual Goal Total' at 13,021 and 'FFY 2017 Job Placement Data Statewide Annual Achieved Total' at 12,240. A 'Tools' button is located at the bottom right of the page.

For systems questions, please email [fia.bsdm@maryland.gov](mailto:fia.bsdm@maryland.gov).

- c: DHS Executive Staff
- Constituent Services
- DHS Help Desk
- FIA Management Staff
- Office of Administrative Hearings

