



Argeo Paul Cellucci  
Governor

**Commonwealth of Massachusetts**  
*Executive Office of Health and Human Services*  
**Department of Transitional Assistance**  
600 Washington Street • Boston MA 02111

William D. O'Leary  
Secretary

Claire McIntire  
Commissioner

**Fax 97-195**  
**Field Operations Memo 97-67**  
**December 18, 1997**

**To: Transitional Assistance Office Staff**

**From: Joyce Sampson, Assistant Commissioner for Field Operations**

**Re: Potential SSFSP-Eligible Noncitizens Based on PRISM Coding/  
Recipients Coded as Active FS on PACES**

**Overview**

A series of Field Operations Memos have been issued throughout SSFSP implementation providing instructions for converting SSFSP-eligible cases/dependents. Workers are now manually converting those cases that the system could not automatically convert. When the manual conversion is complete, all cases containing SSFSP-eligible members will be category 9 cases. SSFSP-eligible members are identified on PACES as a Status 6 (new) or Status 7 (reopen).

During the week of December 8, 1997 a match of noncitizens coded on PRISM II with a noncitizen status that would make them ineligible for FS and are coded on PACES as active FS recipients was completed. This match identified 1,889 recipients that are potential SSFSP-eligible noncitizens still receiving FS benefits.

These cases must be reviewed to ensure household members are correctly receiving food stamp benefits from FS or SSFSP and are coded correctly on PRISM II.

**Potential  
SSFSP -  
Eligible  
Noncitizens  
Based on  
PRISM Coding  
Report**

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A report titled *Potential SSFSP-Eligible Noncitizens Based on PRISM Coding* will be distributed to local offices during the week of December 22, 1997. This report lists noncitizen recipients coded on PRISM II with a noncitizen status that would make them ineligible for FS and are coded on PACES as active FS recipients.

This report is sorted by CAN within Transitional Assistance Offices. The case SSN, case name, dependent name and dependent SSN for each recipient coded on PRISM II in an ineligible FS status are listed on the report.

A review of PACES, the case record and/or PRISM II is necessary to determine which household members may be eligible for SSFSP benefits.

If SSFSP-eligible, refer to Field Operations Memo 97-66, Attachment C, for procedures to close ongoing cases and/or recipients ineligible for the Food Stamp Program solely due to noncitizen status. **Be sure to use the proper instructions for the type of case you are processing.**

If FS-eligible, correct the coding on PRISM II to reflect the appropriate noncitizen designation.

The worker must annotate the report with the action taken. The director must submit these annotated reports to their regional director.

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**Transitional  
Assistance  
Offices Not  
Receiving the  
PRISM Coding  
Report**

The following Transitional Assistance Offices will not receive the PRISM Coding report described above:

Athol, Barnstable, Greenfield, Nantucket, North Adams, Oak Bluffs, Plymouth, Southbridge, Wareham and Worcester SSI.

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**Questions**

If you have any questions, please have your Hotline designee call the Policy Hotline at (617) 348-8478. Systems questions should be directed to Customer Support Services at (617) 348-5290.

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