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William D. O'Leary
Secretary

Claire McIntire
Commissioner

Field Operations Memo 98-22
May 1, 1998

TO: Transitional Assistance Office Staff
FROM: Joyce Sampson, Assistant Commissioner for Field Operations
RE: February 1998 Maximum \$50 Support Payments

Background The maximum \$50 support payments are issued to recipients based on the support payments from the noncustodial parent to DOR (Department of Revenue) from two months prior. In February 1998, however, the maximum \$50 support payments were based on the November 1997 support payments rather than December's because the December support file had not been provided to DTA.

When the December file was received, a comparison was made between the November and December support payments. This comparison identified recipients whose February maximum \$50 support payments were inaccurate. The decision has been made to immediately correct the cases that received an underpayment. A system-generated correction will issue the amount of the underpayment to the recipient. A decision will be made at a later date on the correction of the overpayments. No action is needed by the Transitional Assistance Worker.

**Under-
payment
Report
Correction**

Transitional Assistance Office Staff will receive a report entitled *February Maximum \$50 Support Payments - Underpayment Discrepancy Report* that lists the names of the recipients who were issued February maximum \$50 support payments for an amount **lower** than they should have been.

This report is informational only. It provides the Transitional Assistance Worker with information about his or her assigned recipients.

**Under-
payment
Report
and
Correction
(continued)**

The report displays the following:

- Recipient SSN and name;
- Should Pay - this shows the support amount the recipient was entitled to receive;
- Actual Paid - this shows the actual amount of the support payment; and
- Discrepancy - this shows the amount of the support underpayment that will be issued to the recipient.

During the week of May 4, 1998, the recipient will be issued an additional payment for the February support payment underissuance. The CHEK screen will display the additional payment as a code 2 dated 5/7/98. This additional payment will not be used in the June food stamp calculation.

The following notice will be sent on May 5, 1998 to recipients who are due the underpayment:

Massachusetts Department of Transitional Assistance
Notice about February 1998 Maximum \$50 Support Payments

In February 1998, the Department of Transitional Assistance used an incorrect amount to calculate the amount of your support payment. The support payment that was issued was less than it should have been. The Department is correcting this underpayment by issuing the difference to you on 5/7/98.

Questions

If you have any questions, please have your Hotline designee call the Policy Hotline at (617) 348-8478.