



*Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance*


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**Online Guide Transmittal 2018-31
April 27, 2018**

To: Department of Transitional Assistance Staff
From:  Paul Sutliff, Assistant Commissioner for Programs and Field Operations
Re: Cross Programs: SAVE Procedural Clarifications

Overview

Effective May 1, 2018 the Systematic Alien Verification for Entitlements (SAVE) system will no longer process mailed submissions of Form G-845 requesting third level verification of a noncitizen's immigration status. All third level verification requests must be made electronically through SAVE's Verification Information System (VIS). The SAVE pages in the SNAP, TAFDC and EAEDC booklets will be obsoleted. Updated guidance will be issued through a new SAVE page to be located under the Cross Program section of the Online Guide.

Purpose

The purpose of this Transmittal is to advise staff of the discontinuation of the Form G-845 and the transitioning of SAVE pages from individual program books to Cross Programs.

**Obsoleted
Online Guide
Pages**

Topic: SNAP
Book: Eligibility Requirements
Chapter: Noncitizen
Page: Systematic Alien Verification for Entitlements (SAVE)

Topic: TAFDC
Book: Program Nonfinancial Requirements
Chapter: Noncitizen
Page: Systematic Alien Verification for Entitlements (SAVE)

Topic: EAEDC
Book: General Nonfinancial Requirements
Chapter: Noncitizen
Page: Systematic Alien Verification for Entitlements (SAVE)

**New Online
Guide Page**

Topic: Cross Programs
Book: SAVE
Page: Systematic Alien Verification for Entitlements (SAVE)

Questions

If you have any policy or procedural questions, after conferring with the appropriate TAO personnel, please have your Systems Information Specialists or TAO management email the DTA Mailbox.

Systems issues should be directed to the Systems Support Help Desk.
