



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

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**Online Guide Transmittal 2023-6
January 12, 2023**

To: Department of Transitional Assistance Staff
From: Sarah Stuart, Associate Commissioner for Change Management
Re: SNAP: Out-of-Pocket Medical Expenses Form and SMD Waiver Clarifications

Overview

As noted in [Online Guide Transmittal 2022-49](#), USDA has approved a waiver that allows SNAP clients to self-declare medical expenses greater than \$35 but less than (or equal to) \$190. To help elderly and/or disabled clients take advantage of this waiver, the Department has created the Out-of-Pocket Medical Expenses Form.

The Out-of-Pocket Medical Expenses Form is a fillable PDF file that clients can print and complete by hand, or staff can complete for the client so that the client can sign the form telephonically. The form includes a checklist of common medical expenses with fields for indicating the cost and frequency of each item.

A link to download this form is now in [Mass.gov](#), [DTA Online](#), [Policy Online](#), and the [Standard Medical Deduction Waiver](#) page in the Online Guide. If an elderly and/or disabled client has medical expenses but is unable to provide information while speaking with a worker (e.g., the client cannot remember specific frequencies or costs), staff must encourage them to complete this form. This form will also be made available to advocate agencies that assist elderly and/or disabled clients.

**Overview
(Continued)**

Additionally, in response to questions raised by staff, the Online Guide has been updated to clarify that staff must count medical information available in external data sources (e.g., BENDEX, SVES) when determining whether a client must submit verification of medical expenses due to going above the SMD range (i.e., above \$190).

Purpose

The purpose of this Online Guide Transmittal is to advise staff of:

- the Out-of-Pocket Medical Expenses Form,
- clarifications related to medical expense information in external data sources, and
- the corresponding updates to the Online Guide.

**Revised Online
Guide Pages**

Topic:	COVID-19
Page:	Standard Medical Deduction Waiver

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 them to DTA.Procedural Issues.

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