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

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**Online Guide Transmittal 2024-12**  
**February 15, 2024**

**To:** Department of Transitional Assistance Staff

**From:** KP Sarah Stuart, Associate Commissioner for Change Management  
for SS

**Re:** TAFDC: Disability Verification Process Interim Updates

**Overview**

As the Department continues to develop a permanent disability determination process and streamline the disability verification process for the Transitional Aid to Families with Dependent Children (TAFDC), certain procedures that had been implemented during the public health crisis have been adopted to permanent procedures.

**Purpose**

The purpose of this Online Guide Transmittal is to advise staff of updates to the online guide that include:

- Removing references to any process or procedure that is not currently or will no longer be used from the Online Guide,
- Revising permanent Online Guide pages to reflect our current interim procedures as outlined in [Temporary COVID-19 Verification Procedures](#) and [Temporary TAFDC Disability Exemption Procedures](#),
- Obsoleting many Online Guide pages that refer to the former disability determination process,
- Removing references to forms that are not currently being used and will not be used in the new disability determination process, and
- Creating new Online Guide pages that simplify and streamline guidance related to the current procedures.

**New Online  
Guide Pages**

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**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Disability Verification-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Entering the Disability-TAFDC

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**Revised Online  
Guide Pages**

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Consequences for not Meeting the Work Rules  
**Page:** Good Cause for TAFDC Rules

**Topic:** Pathways to Work  
**Book:** TAFDC Pathways to Work  
**Chapter:** Pathways to Work Workflow  
**Page:** Completing a Pathways to Work Plan

**Topic:** COVID-19  
**Page:** Temporary COVID-19 Verification Procedures

**Topic:** Pathways to Work  
**Book:** Support Services  
**Chapter:** Learning Disability Assessments  
**Page:** Learning Disability Assessments-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Disability Overview-TAFDC

**Topic:** Harper-ADA-Disability Access  
**Page:** ADA and Assisting Clients

**Topic:** Cross Programs  
**Book:** Verifications  
**Chapter:** Verification Types  
**Page:** Optional Verifications

**Topic:** Cross Programs  
**Book:** Verifications  
**Chapter:** Verification Types  
**Page:** Mandatory Verifications

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**Revised Policy  
and Procedure  
Pages**

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**Page:** Disability Policy and Procedures-TAFDC

**Page:** Good Cause Criteria Policy and Procedures-TAFDC

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**Obsoleted  
Online Guide  
Pages**

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** UMASS/Disability Evaluation Services  
(UMASS/DES) Disability Liaison  
Responsibilities-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** UMASS/Disability Evaluation Services  
(UMASS/DES) Determines Disabled-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** TAFDC Good Cause Medical Statement  
(TAFDC-GCMS) - TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Appeals-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** First-Time Claim of Disability-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Disability and New 60-Month Period

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Obsoleted  
Online Guide  
Pages Continued

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**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Disability Pages Functionality-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Disability Supplement-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Disability Verifications and Disability Supplements-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Automated Mailing of Disability Supplements-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Scenarios-TAFDC

**Topic:** TAFDC  
**Book:** Services  
**Chapter:** Good Cause Criteria  
**Page:** Good Cause Criteria-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** UMASS/Disability Evaluation Services (UMASS/DES) Determines Not Disabled-TAFDC

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** UMASS/Disability Evaluation Services (UMASS/DES) Responsibilities-TAFDC

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**Obsoleted  
Online Guide  
Pages Continued**

**Topic:** TAFDC  
**Book:** Program Nonfinancial Requirements  
**Chapter:** Disability  
**Page:** Updating the Prior Disability-TAFDC

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**Obsoleted  
Operations  
Memos**

**2012-32** TAFDC and EAEDC- Accepting Copies of Medicals and Disability Supplements for DES

**2012-24** EAEDC and TAFDC- Enhanced Disability Supplement and Updated DTA/DES Medical Records Release Form

**2005-8** TAFDC-Work Program Sanction Functionality Changes and Participation Good Cause Warning Notices

**2004-37** TAFDC-Work Program Requirement Expansion (Phase II)

**2004-37A** TAFDC- Work Program Requirement Expansion: Revised Sanction Process and Good Cause Reasons

**2004-33** Enhancements to the Automated Process on the Disability Window

**2004-23** EAEDC and TAFDC- Disability Window Issues

**2004-19** Disability Window Discrepancies

**2002-13** Good Cause Criteria for TAFDC and EAEDC and the Good Cause Medical Statement for Non-Presumptive Claims of Disability

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**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.

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