
N-FOCUS Major Release

Economic Assistance

December 4, 2016

A Major Release of the N-FOCUS system is being implemented December 4, 2016. This document provides information explaining new functionality, enhancements and problem resolutions made effective with this release. This document is divided into four main sections:

General Interest and Mainframe Topics: All N-FOCUS users should read this section.

Electronic Application: N-FOCUS users responsible for case activity received through the Web based Electronic Application should read this section.

Developmental Disabilities Programs: N-FOCUS users who work directly with DD programs and those who work with the related Medicaid cases should read this section.

Note: This section will only appear when there are tips, enhancements or fixes specific to Development Disabilities Programs.

Expert System: All N-FOCUS users with responsibility for case entry for AABD, ADC Payment, SNAP, CC, FW, IL, MED, and Retro MED should read this section.

Note: When new functionality is added to N-FOCUS that crosses multiple topics (ie General Interest and Mainframe, Alerts, Correspondence, Expert System etc) the functionality will be described in one primary location. This location will usually be the General Interest and Mainframe section or the Expert System section. Alerts, Work Tasks and Correspondence that are part of the new functionality will be documented in both the primary location that describes the entire process and in the Alerts, Work Tasks and Correspondence sections.

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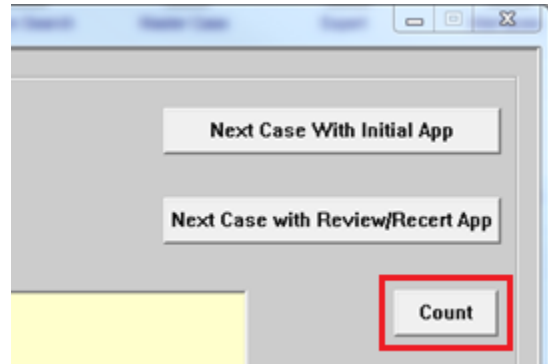
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General Interest and Mainframe

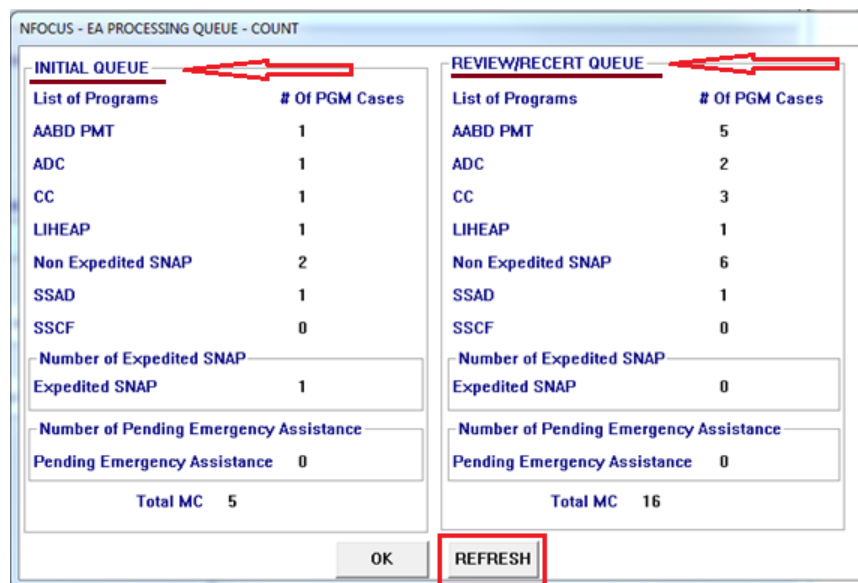
Count of Master Cases and Program Cases in EA Processing Queue (New)

A Count Button has been added to the EA Processing Queue window. When users click the Count Button, they will be able to view the composition of the EA Processing Queue.

When opened, the EA Processing Queue-Count window displays. It provides real time information about the number of program cases and Master Cases in the EA Processing Queue. The window displays information for the Initial Queue on the left side of the window, and the Reviw/Recert Queue on the right side of the window.



The information on the window shows the queue composition as of the time it was opened; if users leave this window open, it would not display the most current information. The Refresh button can be used to update the information without the user leaving the window.



INITIAL QUEUE		REVIEW/RECERT QUEUE	
List of Programs	# Of PGM Cases	List of Programs	# Of PGM Cases
AABD PMT	1	AABD PMT	5
ADC	1	ADC	2
CC	1	CC	3
LIHEAP	1	LIHEAP	1
Non Expedited SNAP	2	Non Expedited SNAP	6
SSAD	1	SSAD	1
SSCF	0	SSCF	0
Number of Expedited SNAP		Number of Expedited SNAP	
Expedited SNAP	1	Expedited SNAP	0
Number of Pending Emergency Assistance		Number of Pending Emergency Assistance	
Pending Emergency Assistance	0	Pending Emergency Assistance	0
Total MC 5		Total MC 16	

OK REFRESH

Master Case Restriction Update (Change)

When the person is closed and their Household status changed to Out in one Master Case, N-FOCUS will now check to see if they are in the Household and/or pending or active in other Restricted Master Cases. If they are in the Household or Pending or Active in another Restricted MC, the Restriction on the Person will remain.

Requesting a Replacement EBT Card (Change)

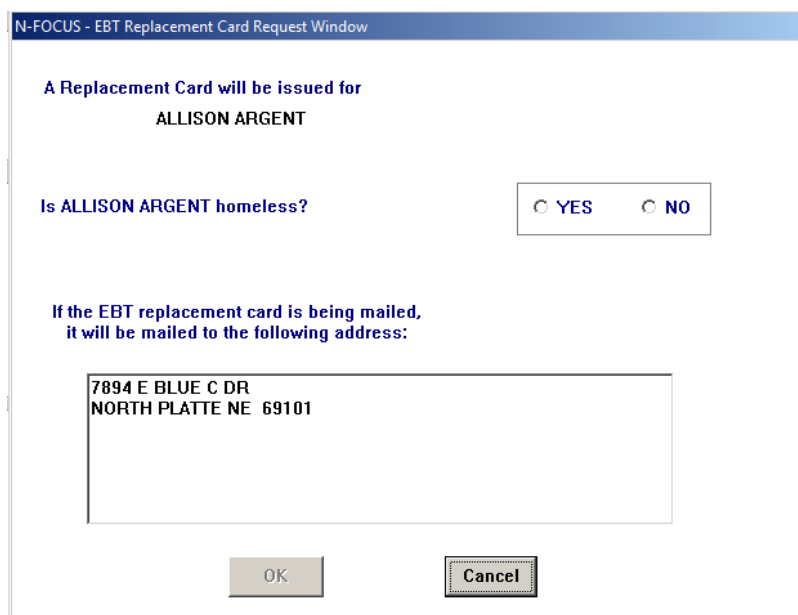
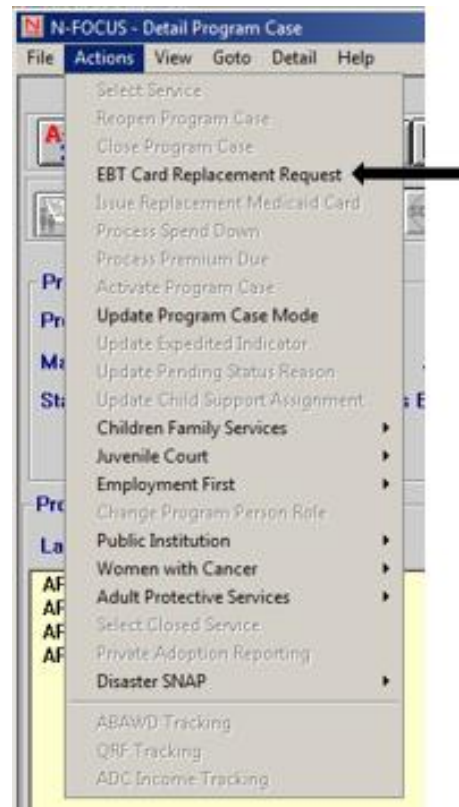
The worker will no longer be able to request a Replacement EBT card through Interview tracking. The ability to request the replacement EBT card has been removed from this location.

The new location to request the Replacement EBT card is in the SNAP Detail Program Case Window under Action > EBT Card Replacement Request.

When the “EBT Card Replacement Request” option is selected the EBT Replacement Card Request Window will display. (See screen print below) This window will confirm who the EBT Replacement Card is for.

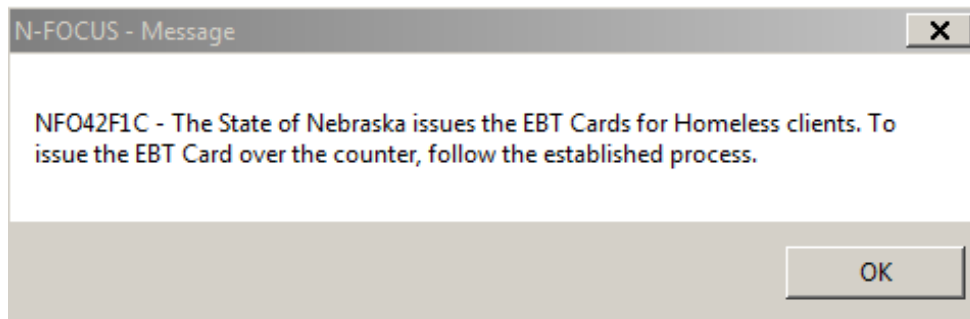
Answer the question regarding if the person is homeless with the “Yes” and “No” radio buttons. This question has to be answered in order to continue with the request.

If the card is to be mailed and not issued over the counter, the address for which the EBT Replacement Card is to be mailed to will be shown.

A screenshot of the N-FOCUS - EBT Replacement Card Request Window. The window title is 'N-FOCUS - EBT Replacement Card Request Window'. The main content area displays: 'A Replacement Card will be issued for ALLISON ARGENT'. Below this is the question 'Is ALLISON ARGENT homeless?' with two radio button options: 'YES' and 'NO'. Underneath is the instruction 'If the EBT replacement card is being mailed, it will be mailed to the following address:' followed by a text box containing the address '7894 E BLUE C DR' and 'NORTH PLATTE NE 69101'. At the bottom of the window are two buttons: 'OK' and 'Cancel'.

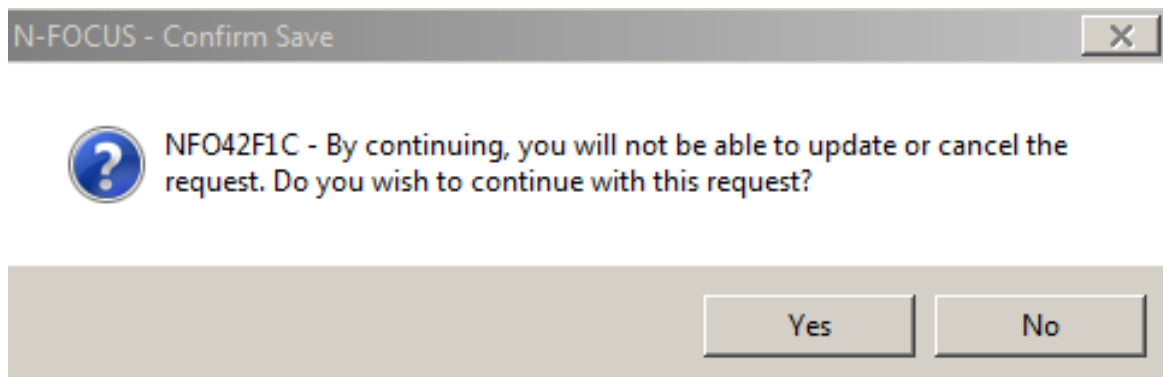
Selecting Yes to Homeless Question

If the worker selects “Yes” indicating the client is homeless, a pop up message will display to remind the worker to follow the established process for issuing EBT cards Over the Counter if the client qualifies for those services.



Once the worker has verified who is getting the EBT card, if the client is homeless, the worker can select “Ok” or “Cancel.”

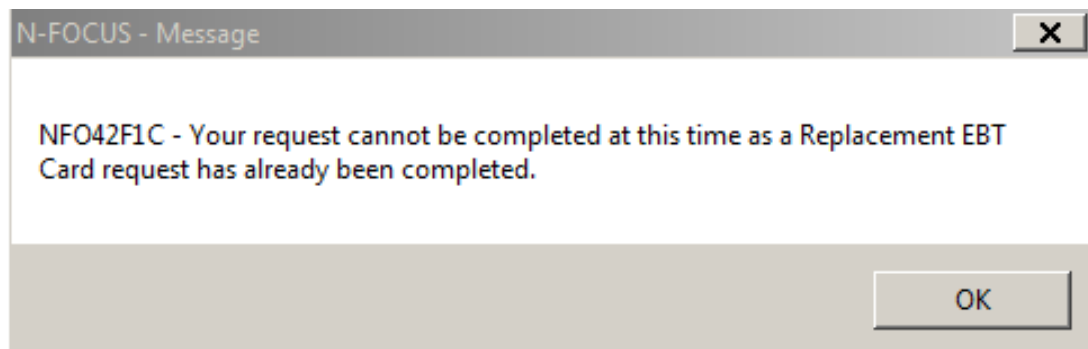
- If Cancel is selected, the worker will be returned to the main SNAP Detail Program Case window and the Replacement request will not be completed.
- If OK is selected the workers will receive a pop up reminding workers that once the request is made, updates cannot be made and the request cannot be canceled once it is submitted.
 - The worker can select “Yes” which will submit the request or “No” which will take them back to the EBT Replacement Card Request Window.



The option to issue an EBT Replacement card will always be enabled except in the following situations:

- 1) It's a new pending case (this automatically creates the request for an EBT card to be sent to the client if the client has not had one in the past for this SNAP Program Case).
- 2) A request for a Replacement EBT Card has already been made on that day.
- 3) There is an EBT card on file but there is not an issue date listed for the EBT card.
- 4) If the EBT card status is in “Returned” status.

Workers will receive the following pop up if a Replacement EBT Card request cannot be completed.



CHARTS Referral (Change)

The following changes have been made to CHARTS Referral.

Adding NCP to Referral (Change)

When adding an NCP to a CHARTS Referral who is already known to NFOCUS, this message was being received. "You are about to add Jim Lewis to N-Focus. Do you want to continue?" This has been removed, as this is not a new person being added to NFOCUS.

Custodial Party and Dependent Status (Change)

When a CHARTS Referral is created, N-FOCUS will now look at the Custodial Party and Dependent Status separately in the Program Case so the Custodial Party's name will display on the error message if the Custodial Party does not have the correct status.

Sending Multiple Child Care Referrals in 30 Days (Change)

Sending more than one CHARTS Referral on a case in a 30 day period is now allowed:

- Workers will now be allowed to send more than one Charts Referral in a 30 day period as long as the dependent, CP, and NCP are a different combination than the ones in the previous CHARTS Referral.
 - This will allow workers to send CHARTS Referrals on all the children in the Child Care (CC) case.
- No referral will be allowed to be sent on a Child Care referral if one has already been sent in the last thirty days if it is for the same combination of dependent, CP and NCP. The worker will receive the message '**CC only referral has been sent within the last 30 days**'.
 - * If for some reason a new CC referral does need to be sent using the same dependent, CP, and NCP, the Supervisor, Lead Worker, and Production support, will have the ability to send the referral, just as they do now.

Sending Referral with Different NCP (Change)

When sending new PA Referral using a different NCP than what CSE is showing as the NCP the follow these guidelines:

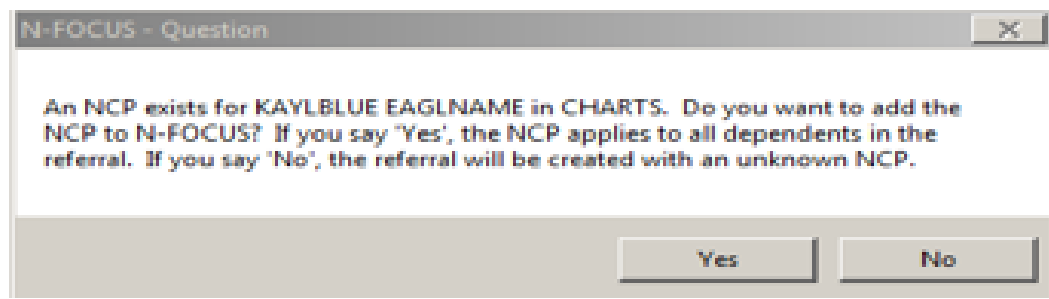
- Workers can now send a new PA referral using a different NCP than what CSE has on file, as long as the combinations of dependents, CP's, and NCP's is different than what CSE currently has on file. The referral will be allowed to go through as is, with no messages.
 - This will allow workers to send Charts referrals on cases where CSE has determined that the NCP they have on file has been proven not to be the father.
 - It will also allow workers to send referrals on Relative Payee cases when two NCP's need to be sent, one for the absent mother and one for the absent father.
- The only time a message will be received is if the referral has the same combination of dependents, CP's, and NCP's that Charts already has, the message "***CSE case already open***" will be received.
 - If the CSE was closed and the same combination was used in the referral that CSE has on file, this message would not be received, as we would want the referral to be sent for the CSE case to be reopened.

Sending Referral with Unknown NCP (Change)

When sending new PA Referral using Unknown as the NCP, even if CSE is showing an NCP, follow these guidelines:

- A referral can now be sent on a Child Support Enforcement (CSE) case using an Unknown NCP even if there is a known NCP that CSE has on file. The worker will receive this NEW message

An NCP exists for Lilly Vernon in CHARTS. Do you want to add the NCP to N-FOCUS? If you say 'Yes', the NCP applies to all dependents in the referral. If you say 'No', a referral will be created with an Unknown NCP and the Unknown NCP applies to all dependents in the referral'.



- *If the worker does not want all the dependents that were selected to be in this referral, they will need to remove them from the referral window and send a different referral for that dependent, just as they do now.
- *If the worker does choose the known NCP they will receive the message of '***CSE case already open***' and no referral will be allowed using that dependent, CP, and the known NCP.

- The worker would need to select no and use Unknown NCP, or a different NCP if they want to send the referral.
- If the CSE was closed and Unknown was used in the referral and unknown was also what CSE had on file, this message would not be received, as we would want the referral to be sent for the CSE case to be reopened.

Type	Number	Referral Dt	Last	First	MI Ext	DHH
PA	64955083	01-25-2016	EAGLNAME EAGLNAME	KAYLBLUE LA DBLUE	A M	Dependent Custodial Party

Person Demographics Selection of Race (Change)

The following changes have been made to Person Demographics:

- The Race of “Other” will no longer carry over from a mother to a child through a pregnancy.
- The worker will update the Pregnancy to “Birth” and clicks OK.

N-FOCUS - Pregnancy

Mother
IVY LADD

First UNBORN
Last LADD

Expected Delivery Date 08-31-2016
Fetal Number 2
End Date 08-10-2016

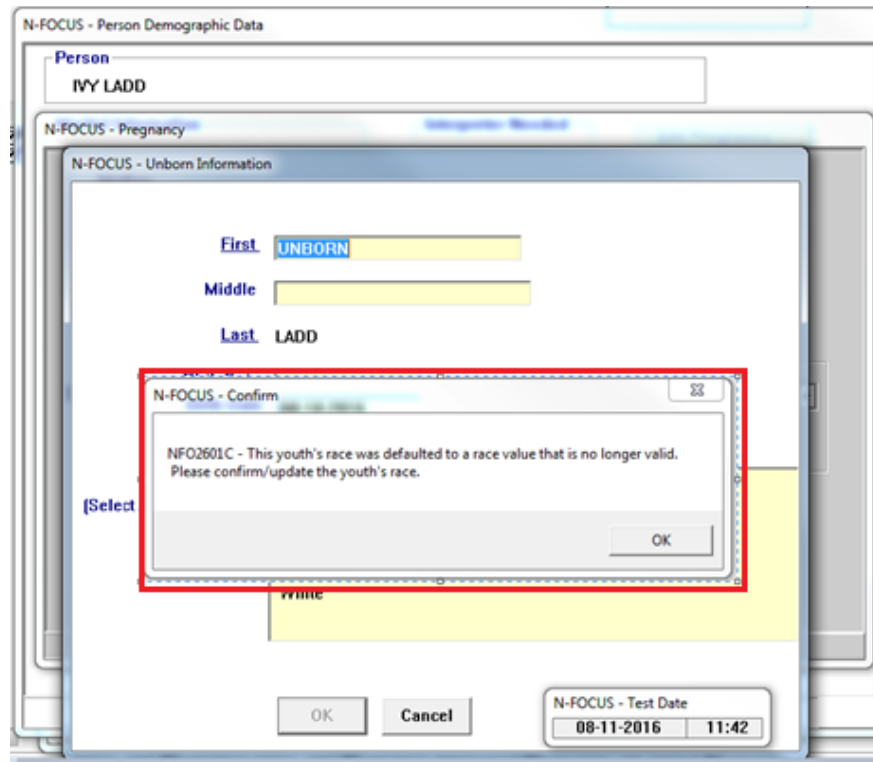
Verification
Source Unverified
Date

End Reason Birth

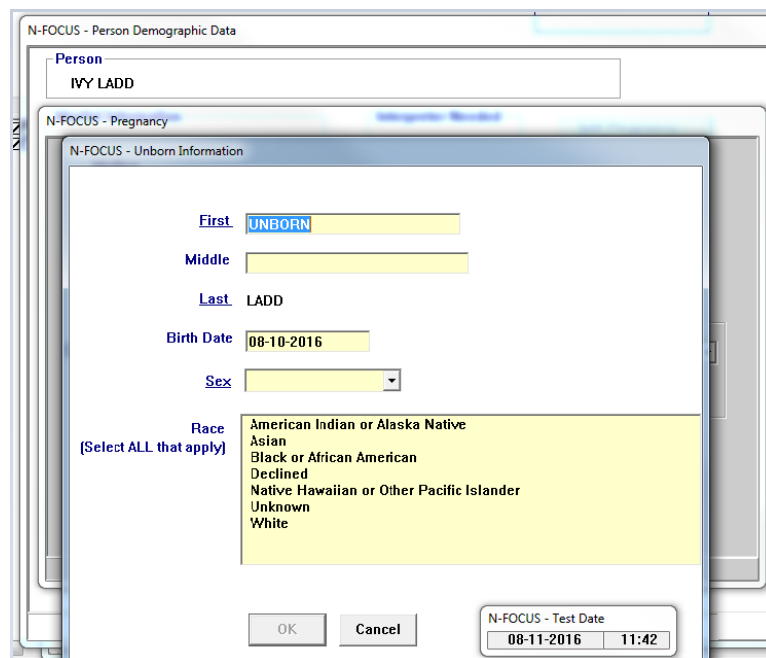
OK Cancel

08-11-2016 13:05:36

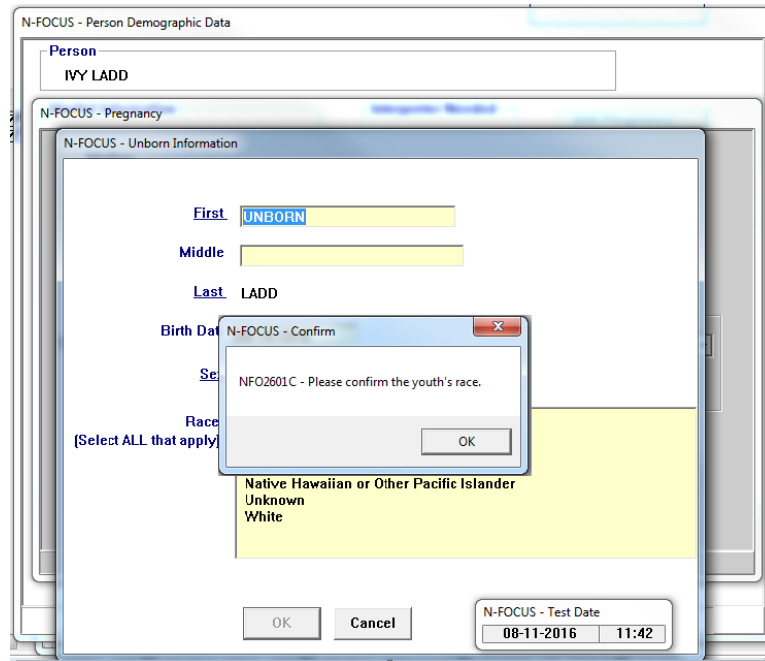
- A message indicating the youth's race is no longer valid and to update the youth's race will display.



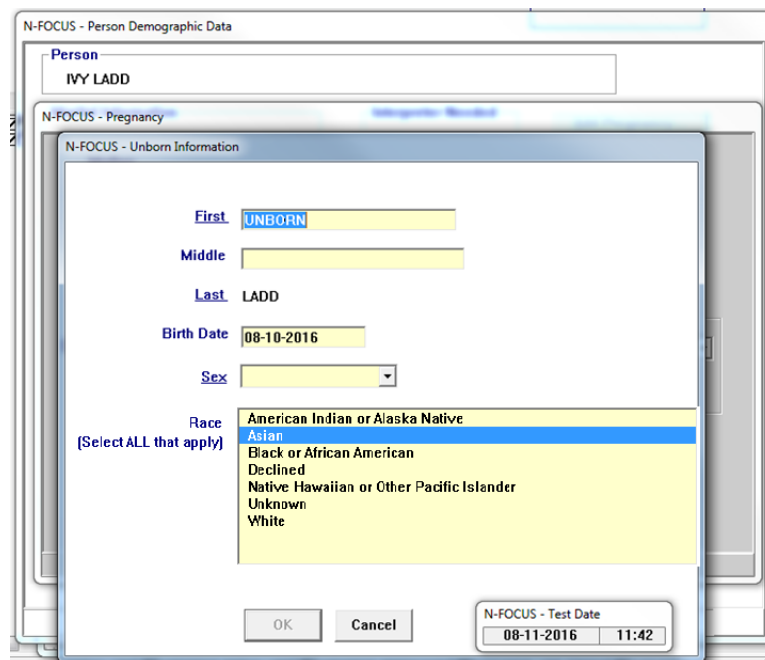
- Select the OK button on the Message.
 - The Unborn Information window with the Race options available will display.



- If a youth has an appropriate race that was copied from the mother, the following confirmation message will display.
- Click the OK button on the confirmation window.



- The Unborn Information window will display.
- Click OK to complete.

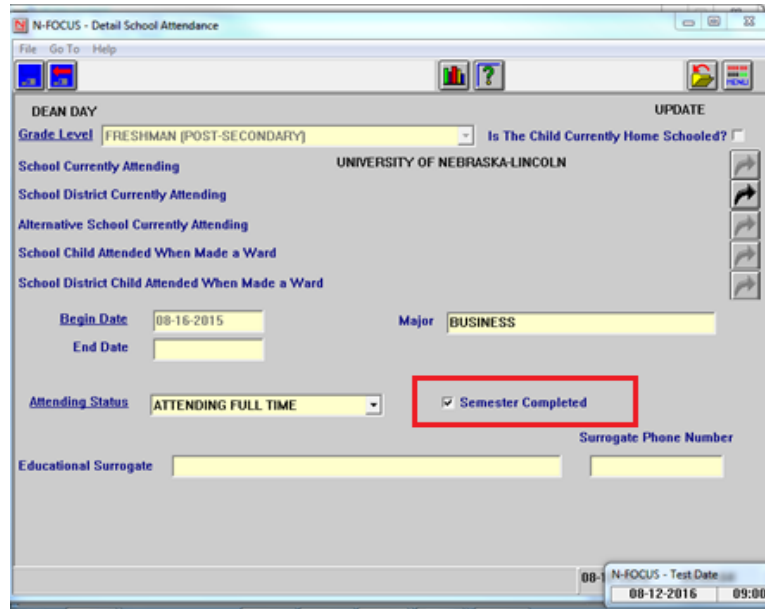


School Attendance (Change)

A worker will now be able to mark whether a child or young adult has completed a semester of college or not.

From the already created Detail School Attendance window, mark the Semester Completed check box when the child or young adult has completed their semester in college.

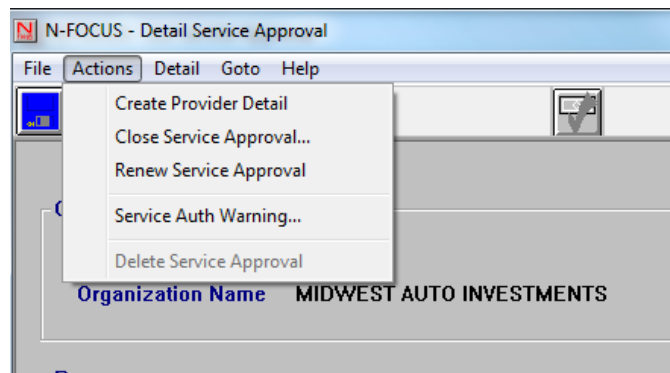
Note: This was a federal requirement in regards to National Youth in Transition Database (NYTD).



The screenshot shows the 'N-FOCUS - Detail School Attendance' window. The 'Grade Level' is set to 'FRESHMAN (POST-SECONDARY)'. The 'School Currently Attending' is 'UNIVERSITY OF NEBRASKA-LINCOLN'. The 'Major' is 'BUSINESS'. The 'Begin Date' is '08-16-2015'. The 'Attending Status' is 'ATTENDING FULL TIME'. The 'Semester Completed' checkbox is checked and highlighted with a red box. The 'End Date' field is empty. The 'Surrogate Phone Number' field is also empty. The window title bar shows 'N-FOCUS - Test Date' and the date '08-12-2016' at 09:00.

Service Authorization Warning Action (Change)

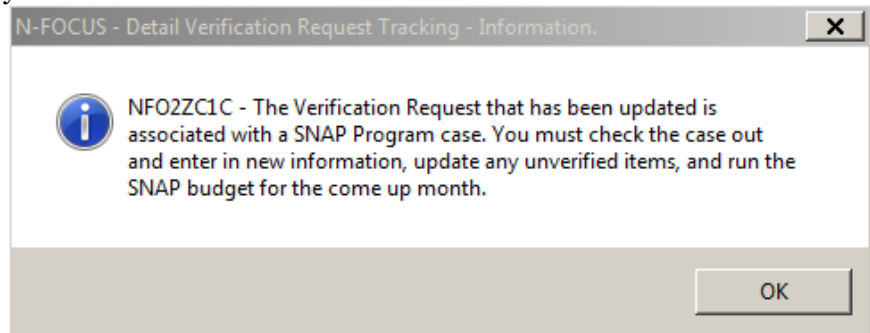
The Service Authorization Warning function located on the Detail Service Approval and Detail Provider windows has been deleted. Service Authorization Warning...has been removed from the Detail Service Approval and Detail Provider windows.



SNAP Program Verification Request Update Prompt (New)

There is a new pop up window in the Mainframe that will display when a verification item is being marked as received and the item is for a SNAP program. The pop up will only display if the items that are marked as received on the verification request are in the following categories:

- Citizenship/Identity
- Citizenship
- Earned Income
- Unearned Income
- Resources
- Other



Developmental Disabilities

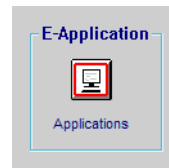
Processing Client Application on N-FOCUS (New)

Application Management

A new office position function, Application Management Developmental Disabilities (AAP MGMT DD) has been created. This position will be responsible for processing new DD Applications, including tying the application to the correct Program Case. Once the application has been processed, it will then be assigned to the appropriate DD Worker by management.

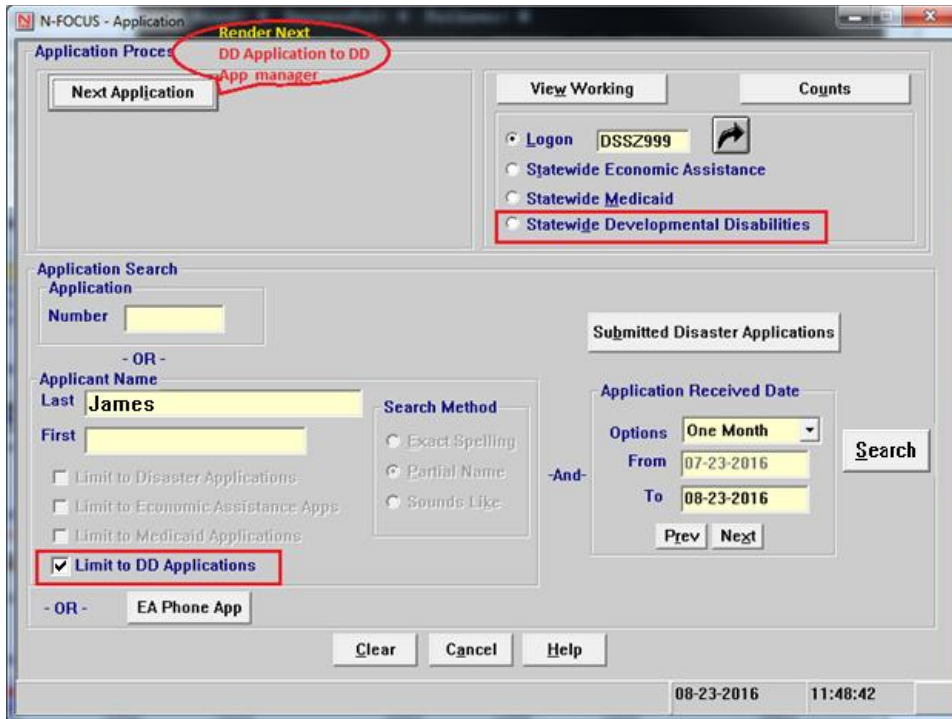
Application Window (Change)

Changes have been made to the Application window to accommodate the processing of DD Applications. To access the Application window, select the E-Application icon from the Main Menu.



Workers with a designation of AAP MGMT DD will select the Next Application push button to view the next DD application to be processed.

Note: Applications will be processed based on the received timestamp.



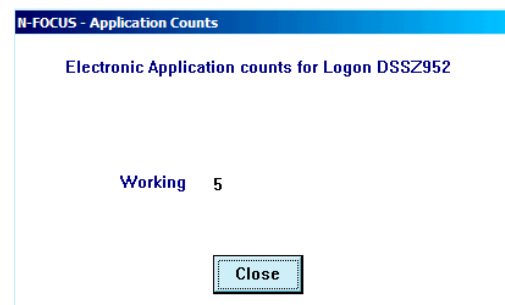
View Working Pushbutton Statewide Developmental Disabilities (New)

The View Working pushbutton will provide a list of e-applications that are in Working Status for the Logged On Worker. Select the State Wide Developmental Disabilities radio button to further filter the list to include only DD Applications.

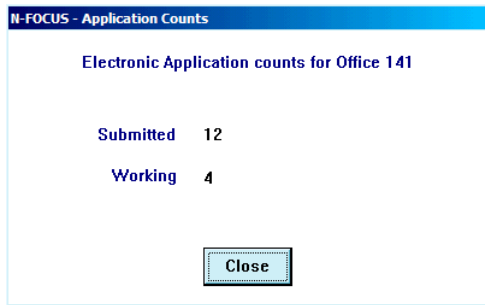
Counts Pushbutton (Tip)

The Counts Pushbutton will provide statistical information regarding the number of electronic application in Working Status for the Logged On worker.

Note: The Logon ID can be changed, should you wish to view Counts that have been assigned to a different Logon ID. Supervisors may want to do this to check if an absent employee has any E-Apps left in Working Status.



- When viewing the Counts for the Logon ID, the number of applications in Working Status will display.
- When viewing the Counts for Statewide Universal or a specific Office, the number of electronic applications in Submitted or Working Status for the Statewide Universal Caseload or a specific Office will display.



Application Search Section (Change)

The Application Search section of the Electronic Application window allows for search of an Electronic Application regardless of Status. The search criteria can consist of a specific Application Number or an Applicant's Name and the Application Received Date.

Note: With this release, the search criteria can also be limited to DD Applications.



Authorization for Disclosure of PHI Form (New)

To view the clients authorization for the Disclosure of Protected Health Information (PHI) select the PHI Authorization icon to view a PDF of the signed authorization. This icon is located on the following windows:



Note: If the applicant did not complete the Authorization form, an error message indicating "File Not Found" will display.

Application Received Date Options (Change)

When searching by an Applicant Name, you must include information in the Application Received Date fields. Select the Options of One Week, One Month, Six Months or Enter Dates. The From and To fields will default based on the current date. You can also enter custom dates, with a range of no longer than six months.

The Prev and Next buttons will adjust the dates to the Previous or Next date range based on the Options selected from the drop down.

Electronic Applications that match your search criteria will display on the List Electronic Application window.

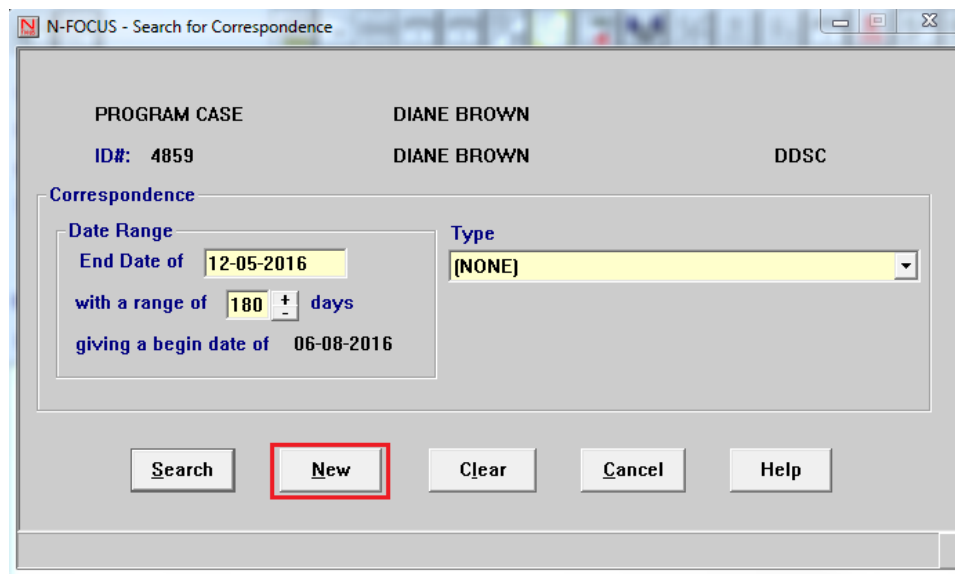
Records Request Correspondence

To create a Records Request correspondence, follow these steps:

1. From the Detail Program Case window, select the Correspondence icon.

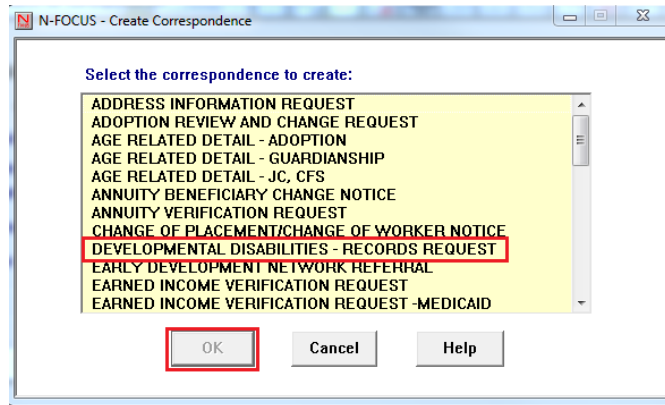


The Search Correspondence window will display.

A screenshot of the 'N-FOCUS - Search for Correspondence' window. The window title is 'N-FOCUS - Search for Correspondence'. It displays the following information:
PROGRAM CASE: DIANE BROWN
ID#: 4859
DIANE BROWN DDSC
Correspondence section:
Date Range: End Date of 12-05-2016, with a range of 180 days, giving a begin date of 06-08-2016.
Type: [NONE]
Buttons: Search, New (highlighted with a red box), Clear, Cancel, Help.

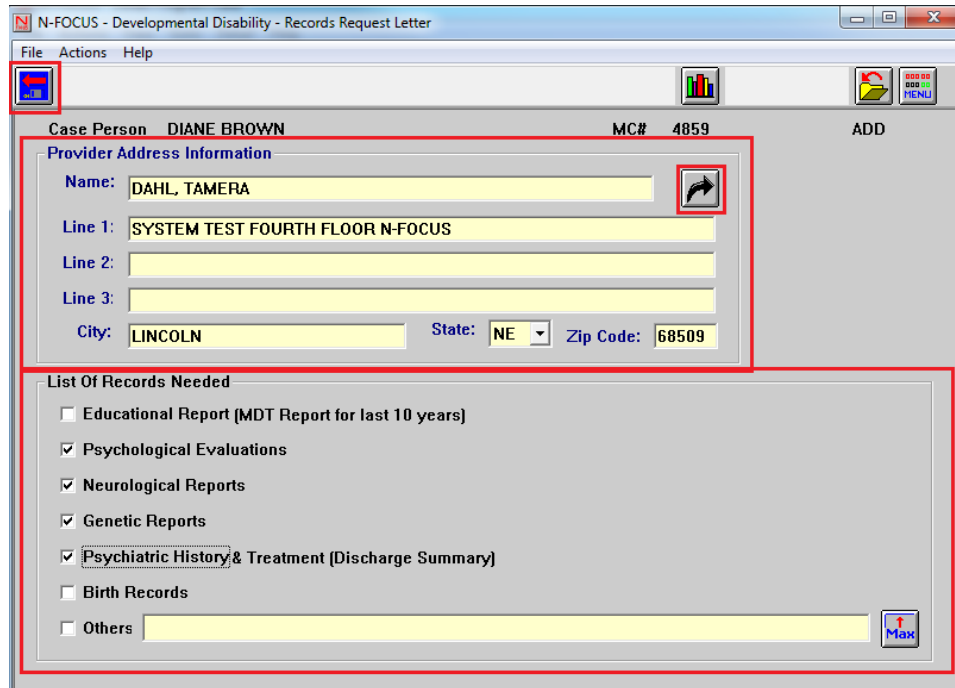
2. Select the New button.

The Create Correspondence window will display.



3. Select the Developmental Disabilities – Records Request option.
4. Click OK.

The Developmental Disability Records Request Letter window will display.



5. Enter information as appropriate for the request.
 - a. **Provider Address Information**
 - i. Select the Out Select Arrow to locate a provider who is on N-FOCUS.
 - ii. If the provider is not on N-FOCUS, enter the information required (Name and Address information) as appropriate. This information may be obtained from the DD Application.
 - b. **List of Records Needed**
 - i. Select each check box as appropriate for the request.
 - ii. If “Others” is selected, be specific regarding the information being requested.
6. Select the Save and Close icon.

The Search Correspondence window will display.

7. Select the Cancel button to return to the Detail Program Case window.

Printing the Records Request Correspondence

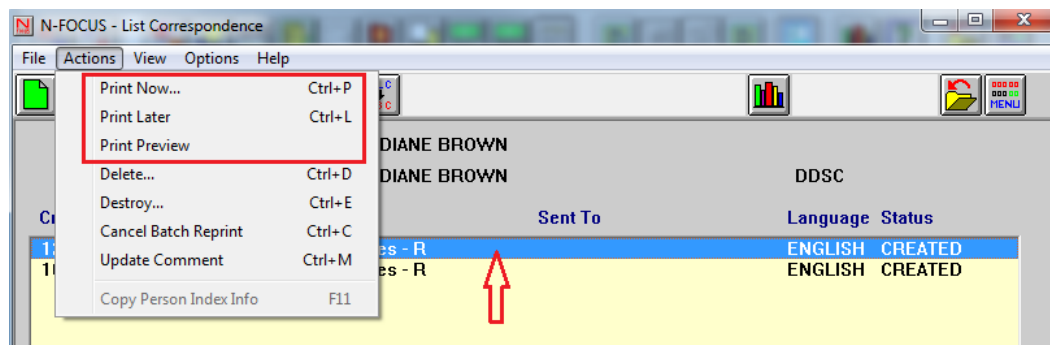
To Print Now, Print Later or Print Preview the Records Request Correspondence, follow these steps:

1. From the Detail Program Case window, select the Correspondence icon.

The Search Correspondence window will display.

2. Select the Search button.

The List Correspondence window will display. This list will show all of the correspondence that has been created for the Program Case.



3. Select the correspondence row to print.
4. Select the Actions menu.
5. Select the appropriate Print Option.

Delete or Destroy Correspondence

To delete or destroy correspondence, follow these steps:

1. Navigate to the List Correspondence window.
2. Select the Actions menu.
3. Select the Delete or Destroy option as appropriate.
 - a. Delete – This option will permanently delete the correspondence from the Correspondence List.
 - b. Destroy – This option can only be used for correspondence that is in Print Local or Reprint Local Status

Review Application and In Home Child Care.

With the December Release, the review application cannot continue off the Household page when In Home Child Care is selected. This has been fixed.

When stored data is returned for both electronic and phone application, only the providers who are associated with authorizations in the children's names will display. If there is a child care authorization for in home services, the provider is returned and not displayed. This prevents the user from continuing the application because logic requires that all returned data is confirmed or deleted.

This fix will bring back those authorization under the adult. It will display in the adult's name but when confirmed it will update based on children selected. Only children will be listed on the confirmation page to select.

Document Viewer and Interview Notes (New)

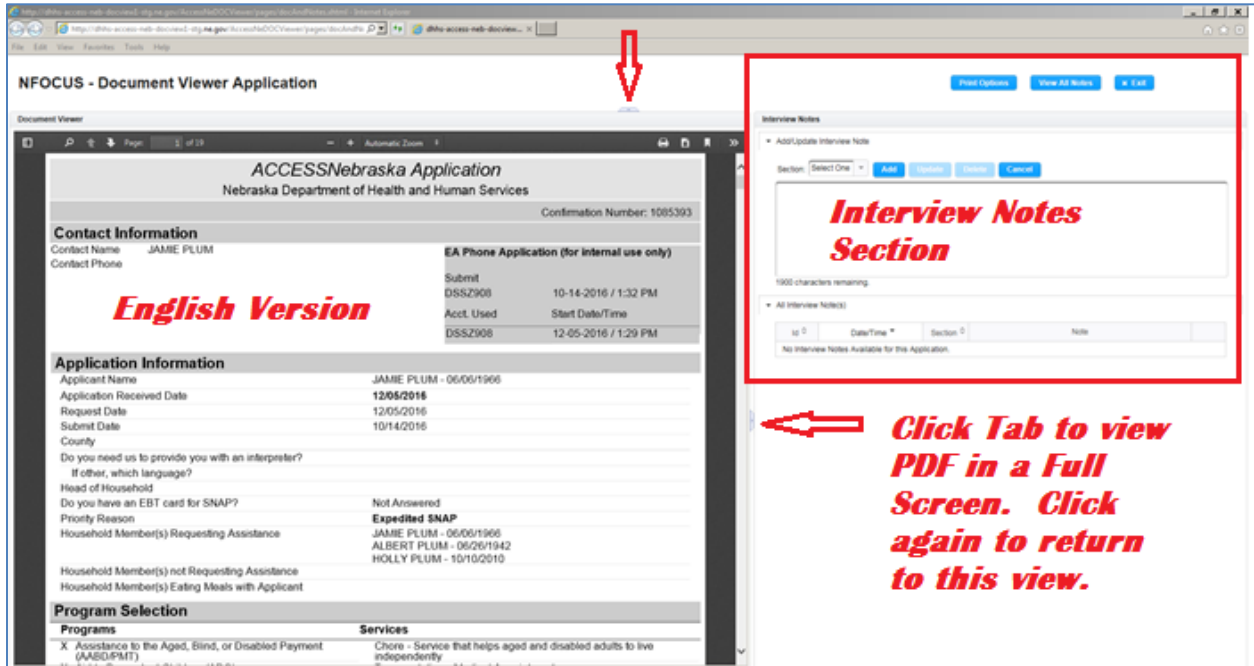
Economic Assistance electronic and phone applications submitted 12/4/2016 and after will have the availability for worker comments to be added. Applications submitted prior to 12/4/2016 will not.

- These comments will be referred to as "Interview Notes".
- These notes are added and edited from the Document Viewer Application
- Interview notes are viewable and printable from the Mainframe and CBI once added (saved)

The Document Viewer is the new application that launches the PDF and interview note function from the Mainframe.

- PDF of the application displays on the left
 - PDF will open in the language selected from the Mainframe window
 - A Scroll bar is available to scroll through the PDF
 - For a full monitor view of the PDF, use tabs on the page to adjust. Click to expand and click again to return to default view.
 - To return to the dual view of the PDF and the Interview Notes, click the tab again
- Interview notes displays on the right
 - PDF can be opened in English or Spanish, however the interview note section will always be in English.
 - Printed interview notes will display as entered.
 - Translation for section titles and disclaimers will display when printed in Spanish.
 - Add/Update Interview Note and All Interview Note(s) are expand and collapsible boxes
 - Add, edit and delete interview notes with approved security levels
 - Any security level can add interview notes
 - Interview notes can be edited or deleted within the same date that they are created by the person who created them
 - Supervisor or higher security can edit or delete at any time

- Saved interview notes update to Client Benefit Inquiry (CBI) in real time. Be sure to review the interview note prior to adding/saving and it is appropriate for anyone to read.



NFOCUS - Document Viewer Application

Document Viewer

ACCESSNebraska Application
Nebraska Department of Health and Human Services

Confirmation Number: 1065393

Contact Information

Contact Name: JAMIE PLUM
Contact Phone: [Redacted]

EA Phone Application (for internal use only)

Submit	Acct. Used	Start Date/Time
DSSZ908		10-14-2016 / 1:32 PM
DSSZ908		12-05-2016
DSSZ908		12-05-2016 / 1:29 PM

English Version

Application Information

Applicant Name: JAMIE PLUM - 06/06/1966
Application Received Date: **12/05/2016**
Request Date: 12/05/2016
Submit Date: 10/14/2016
County: [Redacted]

Do you need us to provide you with an interpreter?
If other, which language? [Redacted]

Head of Household: [Redacted]

Do you have an EBT card for SNAP? Not Answered

Priority Reason: **Expedited SNAP**

Household Member(s) Requesting Assistance:
JAMIE PLUM - 06/06/1966
ALBERT PLUM - 06/26/1942
HOLLY PLUM - 10/10/2010

Household Member(s) not Requesting Assistance: [Redacted]

Household Member(s) Eating Meals with Applicant: [Redacted]

Program Selection

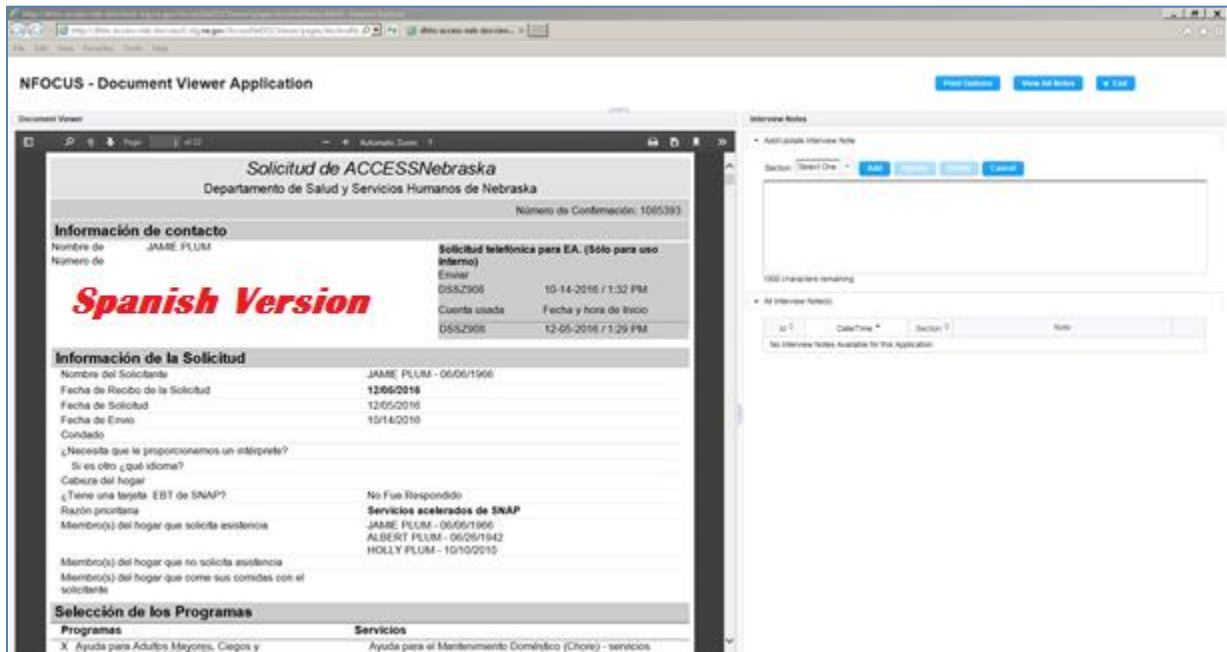
Programs	Services
<input checked="" type="checkbox"/> Assistance to the Aged, Blind, or Disabled Payment (AABD/PMT)	<input type="checkbox"/> Chore - Service that helps aged and disabled adults to live independently

Interview Notes Section

1000 characters remaining

No Interview Notes Available for this Application.

Click Tab to view PDF in a Full Screen. Click again to return to this view.



NFOCUS - Document Viewer Application

Document Viewer

Solicitud de ACCESSNebraska
Departamento de Salud y Servicios Humanos de Nebraska

Número de Confirmación: 1065393

Información de contacto

Nombre de: JAMIE PLUM
Número de: [Redacted]

Solicitud telefónica para EA. (Solo para uso interno)

Enviar	Cuenta usada	Fecha y hora de inicio
DSSZ908		10-14-2016 / 1:32 PM
DSSZ908		12-05-2016 / 1:29 PM

Spanish Version

Información de la Solicitud

Nombre del Solicitante: JAMIE PLUM - 06/06/1966
Fecha de Recibo de la Solicitud: **12/05/2016**
Fecha de Solicitud: 12/05/2016
Fecha de Envío: 10/14/2016
Condado: [Redacted]

¿Necesita que le proporcionemos un intérprete?
Si es otro ¿qué idioma? [Redacted]

Cabeza del hogar: [Redacted]

¿Tiene una tarjeta EBT de SNAP? No Fue Respondido

Razón prioritaria: **Servicios acelerados de SNAP**

Miembro(s) del hogar que solicita asistencia:
JAMIE PLUM - 06/06/1966
ALBERT PLUM - 06/26/1942
HOLLY PLUM - 10/10/2010

Miembro(s) del hogar que no solicita asistencia: [Redacted]

Miembro(s) del hogar que come sus comidas con el solicitante: [Redacted]

Selección de los Programas

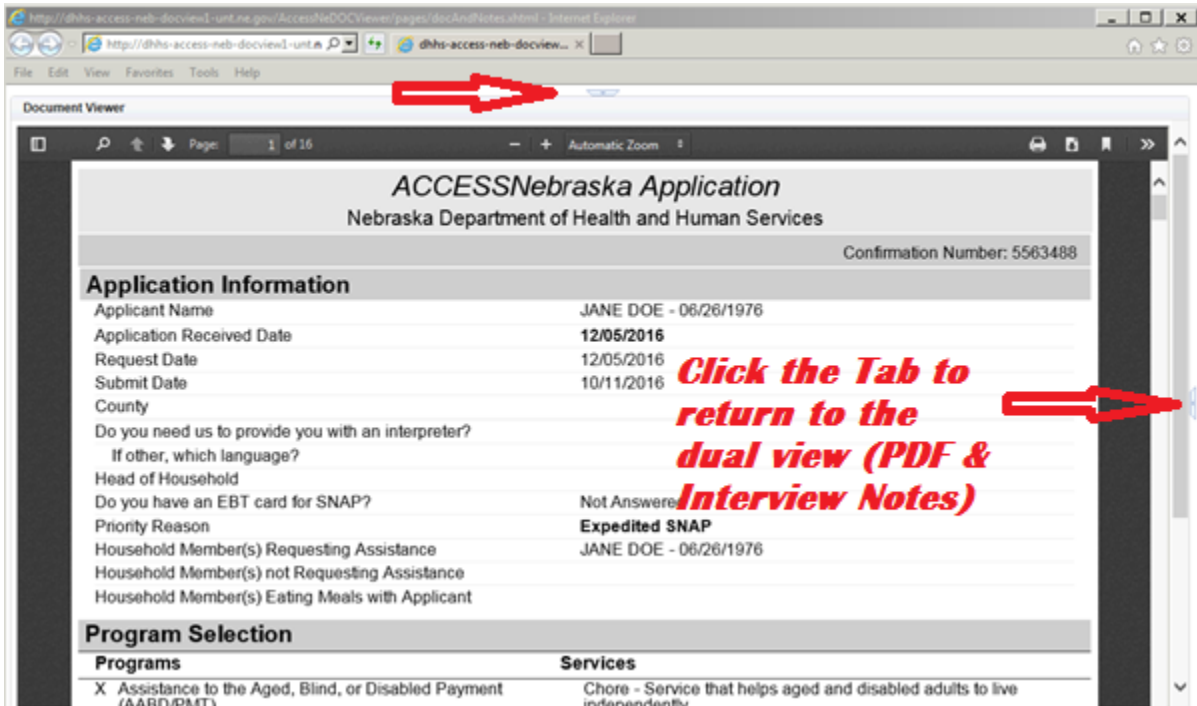
Programas	Servicios
<input checked="" type="checkbox"/> Ayuda para Adultos Mayores, Ciegos y [Redacted]	<input type="checkbox"/> Ayuda para el Mantenimiento Doméstico (Chore) - servicios

Interview Notes Section

1000 characters remaining

No Interview Notes Available for this Application.

Expanded PDF View



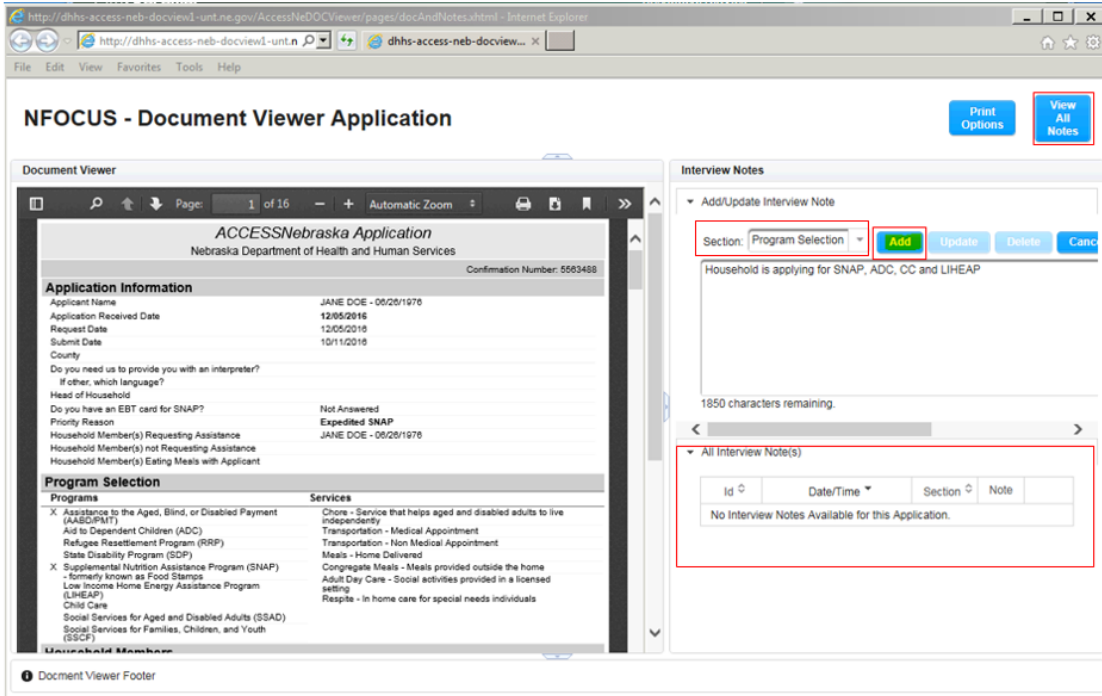
Adding Interview Notes (New)

The following documents show how to add Interview Notes to Economic Assistance electronic and phone applications submitted 12/4/16 or after.

- Select PDF section.
 - Example - Household, Resources, etc.
- Enter Interview Notes in the Text field provided.
 - 1900 maximum characters are allowed
 - An indicator displays to show amount of character spaces that remain
 - Select the Add button

Note: Once a note is added/saved, it will be viewable/printable on CBI.

(See Screen Print on following Page)



All Interview Note(s) Display

All Interview Note(s) box is an abbreviated display of the added note section.

A scroll bar is available to see all notes. Expanding this box can also be accomplished by placing cursor on the edge of the screen until an arrow displays. Then click and drag to adjust the size. The click and drag option works best if Chrome is the default browser.

All Interview Note(s)				
Id	Date/Time	Section	Note	
DSSZ908	10-12-2016 09:40:13 AM	RSRC	HH REPORTS JANE HAVING \$50 CASHBANK ACCOUNT WITH ...	
DSSZ908	10-12-2016 09:10:01 AM	APLONT	MEGAN HAS MOVED OUT OF THE HOME. ALBERT IS TEMP ...	
DSSZ908	10-12-2016 09:03:24 AM	PRSEL	HOUSEHOLD IS APPLYING FOR SNAP, ADC, CC AND LIHEAP	

View All Interview Notes by Section								
<p>Program Selection</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Date/Time</th> <th>Note</th> </tr> </thead> <tbody> <tr> <td>DSSZ908</td> <td>10-12-2016 09:03:24 AM</td> <td>HOUSEHOLD IS APPLYING FOR SNAP, ADC, CC AND LIHEAP</td> </tr> </tbody> </table>			Id	Date/Time	Note	DSSZ908	10-12-2016 09:03:24 AM	HOUSEHOLD IS APPLYING FOR SNAP, ADC, CC AND LIHEAP
Id	Date/Time	Note						
DSSZ908	10-12-2016 09:03:24 AM	HOUSEHOLD IS APPLYING FOR SNAP, ADC, CC AND LIHEAP						
<p>Household Members</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Date/Time</th> <th>Note</th> </tr> </thead> <tbody> <tr> <td colspan="3">No Interview Notes Available for this Section.</td> </tr> </tbody> </table>			Id	Date/Time	Note	No Interview Notes Available for this Section.		
Id	Date/Time	Note						
No Interview Notes Available for this Section.								
<p>Household</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Date/Time</th> <th>Note</th> </tr> </thead> <tbody> <tr> <td colspan="3">No Interview Notes Available for this Section.</td> </tr> </tbody> </table>			Id	Date/Time	Note	No Interview Notes Available for this Section.		
Id	Date/Time	Note						
No Interview Notes Available for this Section.								
<p>Law Violations/Program Disqual</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Date/Time</th> <th>Note</th> </tr> </thead> <tbody> <tr> <td colspan="3">No Interview Notes Available for this Section.</td> </tr> </tbody> </table>			Id	Date/Time	Note	No Interview Notes Available for this Section.		
Id	Date/Time	Note						
No Interview Notes Available for this Section.								
<p>Resources</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Date/Time</th> <th>Note</th> </tr> </thead> <tbody> <tr> <td>DSSZ908</td> <td>10-12-2016 09:40:13 AM</td> <td>HH REPORTS JANE HAVING \$50 CASHBANK ACCOUNT WITH GWB CLOSED 11/15/20162010 CHEVY CAR LIC.</td> </tr> </tbody> </table>			Id	Date/Time	Note	DSSZ908	10-12-2016 09:40:13 AM	HH REPORTS JANE HAVING \$50 CASHBANK ACCOUNT WITH GWB CLOSED 11/15/20162010 CHEVY CAR LIC.
Id	Date/Time	Note						
DSSZ908	10-12-2016 09:40:13 AM	HH REPORTS JANE HAVING \$50 CASHBANK ACCOUNT WITH GWB CLOSED 11/15/20162010 CHEVY CAR LIC.						
<p>Income</p> <table border="1"> <thead> <tr> <th>Id</th> <th>Date/Time</th> <th>Note</th> </tr> </thead> <tbody> <tr> <td colspan="3">No Interview Notes Available for this Section.</td> </tr> </tbody> </table>			Id	Date/Time	Note	No Interview Notes Available for this Section.		
Id	Date/Time	Note						
No Interview Notes Available for this Section.								

Note: View all is a read only view of the Interview Notes that have been added and how they will appear when printed. At this time the interview notes are printing on their own page as they are technically their own PDF that merges with the application PDF. Web technical team is researching a solution to merge these sections within the same page for printing but may not resolve prior to the release.

- Notes will be sorted by section followed by date/time stamp descending order.
- Any edited note will have id and time stamp updated
- Any note that is deleted will permanently be deleted. There will be no indication that delete occurred.
- If notes have not been added for a section the following will display.
 - Interview Notes have not been added for this section.
- X at the top right corner or close button at the bottom of the view all page will close view all window.

Editing Interview Notes (New)

To Edit Interview Notes follow these steps:

- From the All Interview Note(s) box select icon (search) next to the note to edit
 - The Note will prefill the Add/Update Interview Note box
- Make revisions and select Update to save
 - A new ID and time stamp will update
- Cancel will return the note to the All Interview Note(s) box unchanged. Changes will not be saved

Deleting Interview Notes (New)

To Delete Interview Notes follow these steps:

- From the All Interview Note(s) box select search icon next to the note to be deleted
 - The Note will prefill the Add/Update Interview Note box
- Select Delete.
 - Delete will require confirmation with yes or no to continue
- Cancel will return the note to the All Interview Note(s) box unchanged. Changes will not be saved

The screenshot shows the 'Interview Notes' interface. At the top, there is a section for 'Add/Update Interview Note'. It includes a dropdown menu for 'Section' set to 'Resources', and four buttons: 'Add', 'Update', 'Delete', and 'Cancel'. Below this is a text area containing the text: 'HH REPORTS JANE HAVING \$50 CASHBANK ACCOUNT WITH GWB CLOSED 11/15/20162010 CHEVY CAR LIC.' Below the text area, it says '1811 characters remaining.' Below the text area is a section for 'All Interview Note(s)' which contains a table with three rows of data. The first row is highlighted, and a red box is drawn around the 'Print' icon (a blue square with a white 'P') in the rightmost column of that row.

Id	Date/Time	Section	Note	
DSSZ908	10-12-2016 09:40:13 AM	RSRC	HH REPORTS JANE HAVING \$50 CASHBANK ACCOUNT WITH ...	
DSSZ908	10-12-2016 09:10:01 AM	APLCNT	MEGAN HAS MOVED OUT OF THE HOME. ALBERT IS TEMP ...	
DSSZ908	10-12-2016 09:03:24 AM	PRSEL	HOUSEHOLD IS APPLYING FOR SNAP, ADC, CC AND LIHEAP	

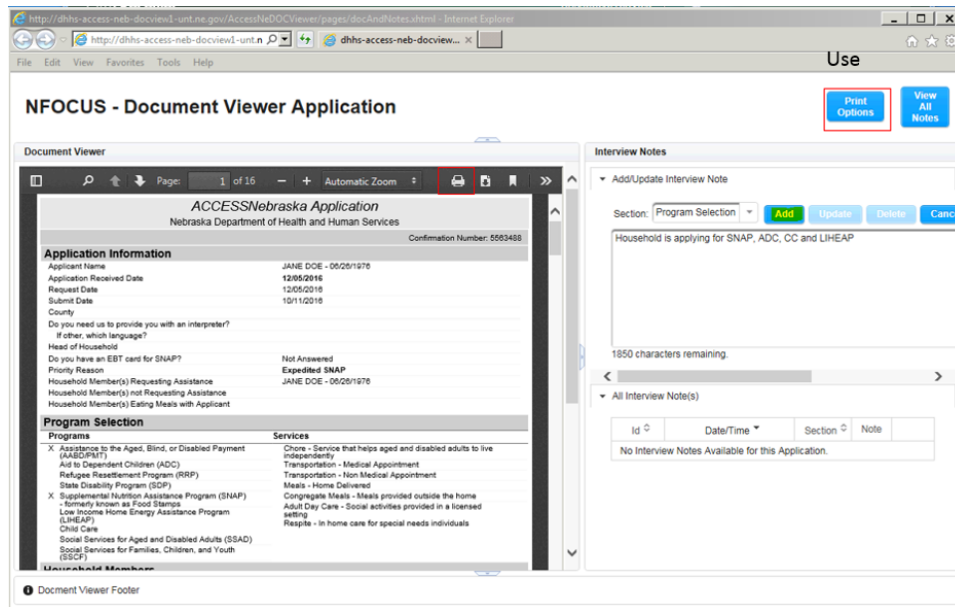
Printing PDF (Change)

IMPORTANT: Use the Print Buttons to print PDF. Do not use the Print Icon. The Print Icon will not be defaulted to necessary settings for PDF to print completely or accurately.

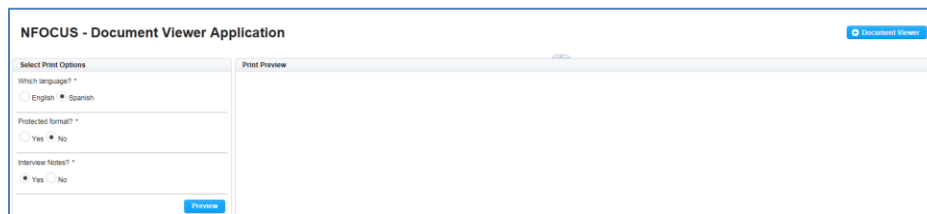
Using the print icon on the PDF will print as it appears on the opened page; unmasked and without interview notes. Do not print PDF to mail from this icon. Use **Print Options**.

- Select Print Options and answer the following 3 questions to create desired PDF.
 - **Note:** No answer will be defaulted and each must be answered to continue with printing.
 - Which language? English/Spanish
 - Protected format? Yes/No
 - Yes is a masked PDF protected format for SSNs and suppressing worker ID on Interview Notes.
 - No is a full information PDF
 - Interview Notes? Yes/No

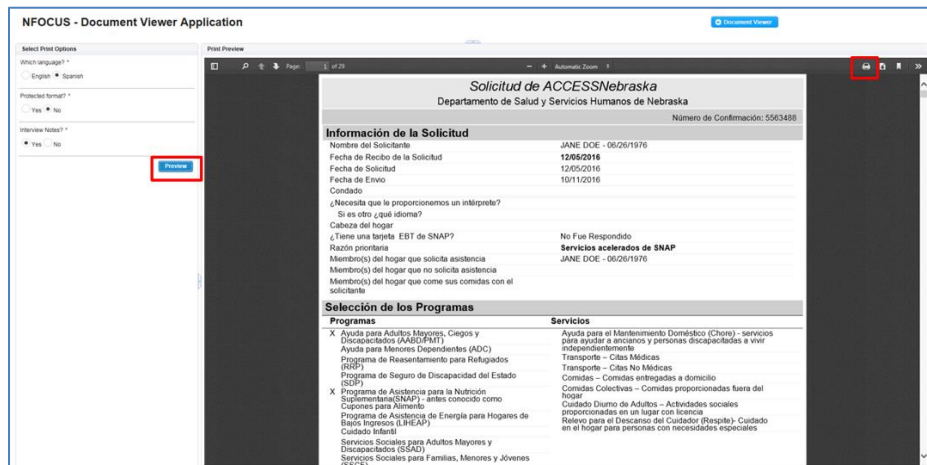
- Yes will merge saved interview notes to the PDF.
- No will not merge interview notes with the PDF.
- Select Preview
 - PDF will merge and display
 - Use the print icon from the PDF to print



Print Options



Preview displays the merged PDF. Use the Print icon to print from this view to print.



Mask SSN on Electronic Applications

Draft EA Electronic Applications and Phone Applications will be full information (unmasked) display when View Detailed Summary or Application Summary is selected (these options are within the application prior to submit). If the SSN is prefilled on the application, the SSN will mask as it does today. All newly added HH members will display full SSN until the application is submitted.

Once the application is submitted, four (4) PDFs will be created; English full, English masked, Spanish full and Spanish masked. PDFs will display according to the launch.

Information that will be protected in EA e-app and phone app:

- Applicant and household members applying or not applying for assistance SSNs.
Display XXX-XX-1234
- SSN for any "ADD PARENT" or Sponsor
 - o Absent parent; mother/father
 - o Mother married to when child was born
 - o Pregnancy
 - o Immigration Sponsors
- Worker login ID will be suppressed from the date/time stamp from Interview Notes in masked PDF.

A disclaimer will be added to the masked PDF tables where SSNs are displayed informing customers some personal information will be displayed in a protected format.

- For security of personal identification, some information provided will be displayed in a protected format.

How the PDFs will display:

- Prior to application submit
 - o Language selected in the application
 - o New SSNs will display full view and any SSN that is prefilled will be masked.
 - o No interview notes
- Confirmation page of application (after application is submitted and still in web app)
 - o language selected in the application
 - o masked format; new SSN and prefilled
 - o no interview notes
- GEN PDF launches
 - o Language selected when launched
 - o Full view of new SSNs, prefilled SSN masked
 - o Interview notes section
 - o Print options provides creates preview of PDF for printing.
 - Language
 - Protected format
 - Include interview notes
- CBI PDF launches
 - o language selected in the application
 - o Protected (masked) format

- Interview notes will be displayed in a view all, read only page. Interview notes will print after the R&R pages of the PDF.
 - Note at this time each interview note section may print on their own page. Technical teams are researching a solution to merge them but may not be resolved before the release.

CBI Display Changes on Electronic Applications and Earned Income Forms

Current Benefit Summary Page

- When CBI is launched from the **ACCESSNebraska Menu**, the **Current Benefit Summary** page (Program List) will continue to be the first page displayed. Changes on this page are limited to the Left-hand Navigation tabs. New tabs will be added for:
 1. Earned Income Verifications
 2. Correspondence
 3. Electronic Applications

The screenshot displays the 'Current Benefit Summary' page for Master Case Number: 327. The page is titled 'Benefits Inquiry' and includes a navigation menu on the left with options like 'Benefit Summary', 'Verification Requests', 'Earned Income Verifications', 'Correspondence', and 'Electronic Applications'. The main content area shows the following tables:

Child Care (CC)	Case Detail	Month Year	Status	Fee Amount
		February 2017	Pending	\$0.00
		January 2017	Pending	\$0.00
		December 2016	Pending	\$0.00

Assistance to Aged, Blind, Disabled Payment (AABDPMT)	Case Detail	Month Year	Status	Amount
		February 2017	Pending	
		January 2017	Pending	
		December 2016	Pending	

Low Income Home Energy Assistance Program (LHEAP) - Other Assistance	Case Detail	Month Year	Status	Amount
		February 2017	Active	\$0.00
		January 2017	Active	\$0.00
		December 2016	Active	\$0.00

Supplemental Nutrition Assistance Program (SNAP)	Case Detail	Month Year	Status	Benefit Amount
		February 2017	Active	\$473.00
		January 2017	Active	\$473.00
		December 2016	Active	\$473.00

Medicaid (MED)	Case Detail	Month Year	Status	Share of Cost Amount	Premium Amount
		February 2017	Active	\$0.00	\$0.00
		January 2017	Active	\$0.00	\$0.00
		December 2016	Active	\$0.00	\$0.00

Aid to Dependent Children (ADC)	Case Detail	Month Year	Status	Benefit Amount
		February 2017	Active	\$252.00
		January 2017	Active	\$252.00
		December 2016	Active	\$252.00

- When a [Case Detail](#) link is clicked, the **Case Information (Case Detail)** page for the appropriate program will be displayed (no changes to current functionality). Notices (correspondence) will be removed from the list.

Official Nebraska Government Website

Nebraska

Benefits Inquiry

DHHS

CC Case Detail
CRUZ TRAVISO Program Case Number: 95065819

Options

Benefit Summary

- Program List
- Verification Requests
- Earned Income Verifications
- Notices
- Electronic Applications
- Case Detail**
- Case Information
- Family Fee History
- Participant History
- Case Status History
- Case Person Information
- Service Authorizations

EXIT

Case Information

Next Review Date: 04-30-2015

Month Year	Closed	Case Status	Fee Amount
June 2015		Closed	\$0.00
May 2015		Active	\$0.00
April 2015		Active	\$0.00

Case Participants

June 2015

Name	Date of Birth	Status	Status Reason
SAMMY TRAVISO	08-24-2009	Closed	Case Review Not Completed

May 2015

Name	Date of Birth	Status	Status Reason
SAMMY TRAVISO	08-24-2009	Active	

April 2015

Name	Date of Birth	Status	Status Reason
SAMMY TRAVISO	08-24-2009	Active	

Correspondence

Economic Assistance Toll Free: (800)363-4278
Lincoln: (402)323-3900
Omaha: (402)595-1338

9445 ACCESSNebraska Customer Service Center is available 8:00 AM to 5:00 PM Monday thru Friday
Contact Us

Medicaid Toll Free: (855)632-7633
Lincoln: (402)323-7600
Omaha: (402)595-1338

Verification Requests Summary Page

- The heading on this page will change to 'Verification Requests Summary'. No other changes.

Earned Income Verifications Page

- When the 'Earned Income Verification' tab is clicked, the new **Earned Income Verification Summary** page will display:
 - All Program Case Earned Income Verification correspondences associated with programs included in the Program List page.
 - And all Earned Income Verification correspondences associated with an ARP who is a Participant (status, etc. roles) in any program included in the Program List page. This provides for earned income verification forms to display that are created at the master case level.
- Disclaimer when no earned income verifications are found
 - No earned income verifications to display.
- Earned Income Verifications will be grouped by Master Case.
- Within each "group", EI Verifications will be displayed in descending date sequence.

Official Nebraska Government Website

Benefits Inquiry

DHHS

Earned Income Verifications Summary

Benefit Summary

Program List

Verification Requests

Earned Income Verifications

Correspondence

Electronic Applications

EXIT

Master Case Number: 327

Master Case Name: BEV SANDS

Type	Sent To	Mail Date
Verf - Earned Income -EA - New Employment	HAMILTON COUNTY COURT	09-20-2016
Verf - Earned Income -EA - Terminate Employment	MAM STAFFING	09-20-2016

Master Case Number: 322

Master Case Name: LYN SCHWIK

Type	Sent To	Mail Date
Verf - Earned Income -EA - Ongoing Employment	GARDEN COUNTY COURT	09-20-2016
Verf - Earned Income-Medicaid	DAKOTA COUNTY COURT	09-20-2016
Verf - Earned Income-Medicaid	B & R	09-20-2016
Verf - Earned Income-Medicaid	ABC COLLECTIONS	09-20-2016

Economic Assistance
Toll Free: (800)383-4278
Lincoln: (402)323-3900
Omaha: (402)595-1328

DHHS ACCESS/Nebraska Customer Service Center is available
8:00 AM to 5:00 PM Monday thru Friday
[Click Here](#)

Medicaid
Toll Free: (855)632-7633
Lincoln: (402)473-7000
Omaha: (402)595-1178

Correspondence Page

- When the 'Correspondences' tab is clicked, the new Correspondences page will display correspondences associated with programs included in the Program List page.
- Disclaimer when no correspondences are found
 - No correspondence information to display.
- Correspondence will be grouped by MC.
- The data currently displayed for Notices will continue to be displayed for Correspondences (Type, Sent To, Mail Date). In addition, Verification Requests and Earned Income Verifications will also display in Correspondences as they do today under Notice in Case Detail.

Official Nebraska Government Website

Benefits Inquiry

DHHS

Correspondence Summary

Benefit Summary

Program List

Verification Requests

Earned Income Verifications

Correspondence

Electronic Applications

EXIT

Master Case Number: 327

Master Case Name: BEV SANDS

Low Income Home Energy Assistance Program (LIHEAP) - Other Assistance [Case Detail](#)

Type	Sent To	Mail Date
Notice of Eligibility	BEV SANDS	08-29-2016

Supplemental Nutrition Assistance Program (SNAP) [Case Detail](#)

Type	Sent To	Mail Date
Notice of Eligibility	BEV SANDS	08-29-2016

Medicaid (MED) [Case Detail](#)

Type	Sent To	Mail Date
1095-B Tax Form	BEV SANDS	09-20-2016
Notice of Eligibility	BEV SANDS	04-07-2016

Aid to Dependent Children (ADC) [Case Detail](#)

Type	Sent To	Mail Date
Notice of Eligibility	BEV SANDS	04-27-2016

Master Case Number: 322

Master Case Name: LYN SCHWIK

Medicaid (MED) [Case Detail](#)

Type	Sent To	Mail Date
1095-B Tax Form	LYN SCHWIK	09-20-2016
Verf - Earned Income-Medicaid	B & R	09-20-2016
Verf - Earned Income -EA - Ongoing Employment	GARDEN COUNTY COURT	09-20-2016

Economic Assistance
Toll Free: (800)383-4278
Lincoln: (402)323-3900
Omaha: (402)595-1328

DHHS ACCESS/Nebraska Customer Service Center is available
8:00 AM to 5:00 PM Monday thru Friday
[Click Here](#)

Medicaid
Toll Free: (855)632-7633
Lincoln: (402)473-7000
Omaha: (402)595-1178

EA Electronic Applications Page

- When the 'Electronic Applications' tab is clicked, the new **Electronic Applications** page will display *registered Electronic Applications* that are associated with programs included in the Program List page that have a submit date of 12/4/2016 or later.
 - Electronic Applications will be grouped by Master Case.
 - Economic Assistance (masked)
 - Economic Assistance Phone (masked)
 - MLTC and DD Electronic Applications will not be displayed at this time.
 - This would indicate which programs were tied to the application. An Abbreviated program title will display.
- Disclaimer for header
 - Electronic applications submitted 12/04/2016 or later will be displayed. Please note that the following application types will not be shown.
 - {all other e-applications, DD and MLTC that will not display}
- Disclaimer when no electronic applications are found
 - No electronic applications to display.

The screenshot shows the 'Benefits Inquiry' web application interface. The main content area is titled 'Electronic Applications Summary'. It displays a disclaimer: 'Electronic applications submitted 12/04/2016 or later will be displayed. Please note that the following application types will not be shown: Developmental Disabilities, Disaster SNAP, Healthcare Nebraska, Healthcare Phone, Medicaid Online Renewal Form, Medicaid Phone Renewal Form, Paper Application.' Below this, two Master Case Numbers are listed with their respective applicant names and application details.

Confirmation Number	Application Type	Applicant Name	Received Date	Programs
5553338	Economic Assistance	LYNN S	09/22/2016	SNAP
5553340	Economic Assistance	LYNN S	12/05/2016	SNAP

Confirmation Number	Application Type	Applicant Name	Received Date	Programs
5553338	Economic Assistance	BEV S	09/22/2016	CC
5553339	Economic Assistance	BEV S	12/05/2016	SNAP
5553337	Economic Assistance	TRAW S	12/05/2016	AMIGPMT

Upload Improperly Tied Program Case to an Existing Electronic Application (Fix)

This is a fix to check for already assigned confirmation numbers and to not allow them to be used again for paper applications if previously used for an electronic application.

E-App and Phone Application, Resources Life Insurance (Fix)

Date value edit made on e-applications and phone corrected. Currently to end a life insurance current or future date was allowed. The fix allows for current and prior date to report life insurance ending.

Child Care Program Review Application (Fix)

There were issues when a child care program had open authorizations for the adult household member and a review application was completed for e-app and phone. Usually these were for family in home care authorizations. The information was returned but did not display due to the age of the person on the service authorization. When completing an e-app or phone application, the application would not progress off the household page because there was data reading but not displaying to confirm.

This has been corrected and service authorizations for any household member authorizations will appear for confirmation or deletion.

It is important to know that the adult listed in the authorization will appear to be confirmed. However, once the child care assistance page is opened to confirm, the child can be selected for the provider.

Check Out Cases with Large Family Size (Fix)

Case check out on large family sized households receiving Medicaid has been fixed.

Remove Next Review Date from LIHEAP in CBI (Fix)

Prior to this release, CBI displayed the next review due date for LIHEAP. Because LIHEAP does not have a review due date, this field was blank. We have removed this data field for LIHEAP program only.

Remove Resend Indicator if PIN Letter Sent Via Email (Fix)

If a PIN request is made via ACCESSNebraska and the result is to mail the PIN letter, if prior to the mailing of the PIN letter the user enters ACCESSNebraska again and makes the PIN request and receives the PIN via email, the paper mailing will be canceled.

Client Preferences Verify E-Mail Address (Fix)

An additional check to ensure that the email address submitting personal information to confirm and email address is received. Currently, the email confirmation will be sent to the ARP whose email has been submitted for verification. The process checks for the ARP personal information for a match of what is provided during the verification process.

The issue was that if an email was sent to ARP A and ARP B information was entered and is verified, ARP B's email would be verified because we did not check that the verified action was received from the email address the verification link was sent to. Now, the ARP information must also match the email address link was sent to.

Client E-App, Client Phone App, and Renewal App (Fix)

There was a typo in the household child care section question regarding assets. This has been fixed.

Correspondence

Viewing Generic Notices, Supportive Services Letter and Speednotes in CBI

Effective 12/4/16 Generic Notices, Supportive Services Letter, and Speednote – EA will be available for viewing in CBI, and ACCESSNebraska online My Preferences for clients with an active account.

However, this correspondence will only be available if it is created in the ADC Detail Program Case Correspondence, and will not be displayed if created in the EF Detail Program Case Correspondence, or if created in Master Case window Correspondence. ACCESSNebraska limits correspondence to be displayed in CBI/My Preferences by program case, and excludes EF because of contractor involvement.

Generic Notice and Speednote are not available for view in Spanish. This is a known issue, and EA intends to try to address it for the April, 2017 release.

Accounts Receivable Demand Letters (Change)

Demand letters for all Accounts receivable for programs have the following wording changes:

- Monthly Billing Statements sent to clients and providers with outstanding amounts due in Accounts Receivable have been changed.
- The Monthly billing Statements are now called Monthly Account Statements,
 - The main change on the Monthly Account Statements is the listing of all transactions in the previous 90 days,
- All Claim Item Accounts Receivable have been changed to Repayment Method to be Recoupment and the Repayment amount is defaulted to 50%.
 - If the client requests more be withheld from future payments it will display that amount.

Developmental Disabilities Records Request (New)

The Developmental Disabilities Records Request correspondence is now available through the Create Correspondence function of N-FOCUS. To create this document, select the Correspondence icon from the DD Program Case window.



The Developmental Disability – Records Requested Letter window will display.

Complete the fields as appropriate and select Save and Close.

A screenshot of the N-FOCUS software window titled "N-FOCUS - Developmental Disability - Records Requested Letter". The window has a menu bar with "File", "Actions", and "Help". Below the menu bar, there are several icons. The main area of the window is divided into sections. The top section shows "Case Person TESTING CHILD" and "MC # 12345678". Below this is a section titled "Provider Address Information" with fields for "Name:", "Line 1:", "Line 2:", "Line 3:", "City:", "State:" (with a dropdown menu showing "NE"), and "Zip Code:". Below the address section is a section titled "List of Records Needed" with several checkboxes: "Educational Reports (MDT reports for last 10 years)", "Psychological Evaluations", "Neurological Reports", "Genetic Reports", "Psychiatric History & Treatment (Discharge Summary)", "Birth Records", and "Others" (with a text input field and a "Max" button). At the bottom right of the window, there is a date and time display: "08-22-2016 12:14:18".

Note: If the List of Records Needed option of Other is selected, document the information that is being requested in the text box. This text box will hold a total of 250 characters.

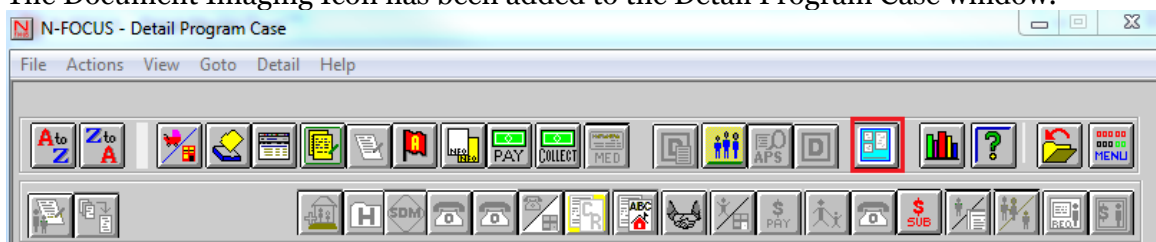
Developmental Disabilities Records Request

With the December 2016 release, Developmental Disabilities will have the ability to create a Records Request on N-FOCUS. Please refer to the Developmental Disabilities section of this document for detailed instructions.

Document Imaging

Document Imaging Icon on Detail Program Case Window (Change)

The Document Imaging Icon has been added to the Detail Program Case window.

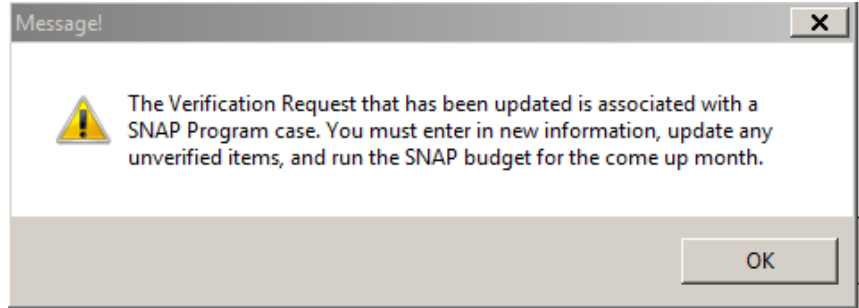


Expert System

SNAP Program Verification Request Update Prompt (New)

There is a new pop up window in Expert System in the Verification Task that will display when a verification item is being marked as received and the item is for a SNAP program. The pop up window will only display if the items that are marked as received on the verification request are in the following categories:

- Citizenship/Identity
- Citizenship
- Earned Income
- Unearned Income
- Resources
- Other



TMA-G Role Not Correct If Changing From FR to PA in Failing Month (Change)

In the August release, changes were made within TMA-G logic so that when a TMA-G program case is created, the roles and reasons for those roles are copied from the previous month's passing ADC budget or the previous month's TMA-G budget if the household has been receiving a TMA-G grant and changes were made to household unit.

An issue was identified where in situations where a unit member goes from FR to PA in the month that ADC fails was not working correctly and that the newly added individual was allowed to be made a PA in the first month of TMA-G. Logic has been changed with this release to correctly copy the roles from the last month's passing ADC budget.

Assign TMA-G to Same Position As Failed ADC and Keep Admin Roles Same (Change)

It was identified that when a case fails from ADC and is eligible for TMA-G that TMA-G program case was put into a Universal caseload mode. The worker who was/is assigned to the ADC program is not always getting the TMA-G program assigned to themselves. This resulted in work tasks that are not needed being created for the universal position.

Logic has been added so that when a household fails ADC, but is determined eligible for TMA-G, that the created (or reopened) TMA-G program case is assigned to the same worker/position as the failing ADC program case was assigned to when the budget failed.

Enforce Payee as Of "Date of Change" Not First of Month for ADC and AABD (Change)

If a change is made to the payee on an ADC or AABD program case, logic has been updated to recognize the "new" payee as of the date that the change is made. Any future authorized benefits or benefits that have not yet been issued out for that program case will be paid to the newly identified payee. Prior to this change, the newly updated payee would not be recognized as payee until the start of the next benefit month.

Do Not Count "Authorized Failed" Amounts In Energy Year Amounts for LIHEAP (Change)

An issue was identified where administrative approval was being required to approve a LIHEAP budget indicating that the annual amount was over the \$500 level, however, upon reviewing the annual budgets it was found that the household had not been authorized for \$500. Logic was incorrectly including a failed LIHEAP budget in the total calculation. LIHEAP budgeting logic has been updated so that failed budget amount are no longer included in the annual benefit amounts that can be authorized without administrative approval.

Hard Stop for LIHEAP Crisis/Deposit Budgets if no Matching Fuel Type (Change)

A change was worked for the August 7, 2016 release which to put a hard stop in place for heating and cooling budgets when the utility provider that is listed for the account no longer has an active matching fuel type for what is loaded for the client.

It was identified that when budgeting "other assistance" types (Crisis or Deposit), the user is presented with the following message:

The Fuel Type selected does not match any of the active LIHEAP Providers' current fuel types. Please select the correct Fuel Type or add the appropriate LIHEAP Provider using the Accounts/Provider task.

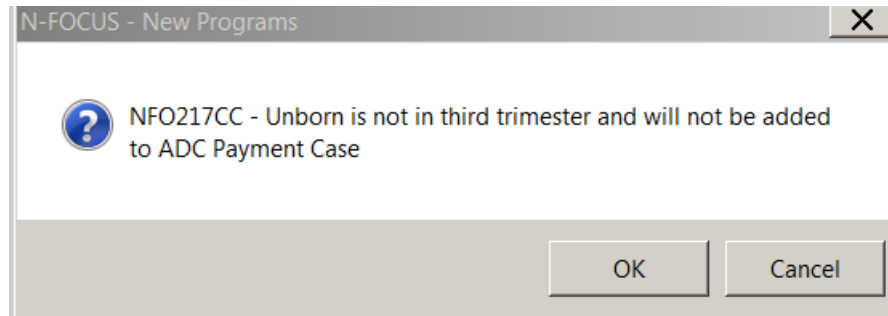
At this point, the user was able to select 'OK' on this message window and would be taken to the LIHEAP Budget Amount and Payee Window and is allowed to enter a Budget Amount value, without but there is no provider listed in the 'Payment will be made to' section.

Upon review of LIHEAP Budget Summary, the "Paid To" was displaying as Client, when the provider was set up as "Pay provider". As the entered provider was not valid, system would not allow payment to be made to the provider, but since client was determined eligible, the payment was not being held, and system logic was issuing the payment to the client.

Logic change has been made to have a "hard stop" put into place when user is budgeting Crisis or Deposit types of Other Assistance when the above message displays (due to the provider not having a valid fuel type or active provider) so that we are not automatically coding payment to go to clients, rather directing the users to review and make adjustments if payment should go to client, or if alternate provider/fuel types should be added/updated.

Registration for ADC Unborn (Fix)

Prior to the release, when an ADC case is first registered, system logic asks if the person is pregnant. If the response is “yes”, mainframe logic would determine if the unborn is in the third trimester using a count of exactly 90 days prior to the due date, instead of looking at it as 3 full calendar months prior to the due date month. If the due date did not land within 90 days of the month being pended, the user was presented with the message below:



Expert system logic, however, would prevent budgeting of an ADC program by presenting the user with an Invalid Participant message requiring that the unborn be added to the ADC unit before budgeting could be run. This prevented an unborn from incorrectly not being included in the ADC unit when the pregnancy had entered the 3rd trimester.

With this release, the Mainframe logic has been updated to read the start of the 3rd trimester of pregnancy the same as the Expert System logic (3 full calendar months prior to the due date month).

Child Care (Fix)

The criteria for determining Current Family was not applying all the rules correctly. The criteria should also include:

- All Roles in the child care case must be Active Participants in a combination of an ADC payment case **and** receiving SSI and/or SSI/FBR.

When Child Care budgets are ran now N-FOCUS will look for this combination in determining if Child Care case is Current Family.