

Ryan White Part B Program Policy
Verification of Cash Income

06/2013

Federal Policy Reference: Ryan White CARE Act (PL 104-146) Section 2618 (b)(1)(iv)(II).
Ryan White Modernization Act of 2006 Section 2617 (b)(7)(F)
Ryan White Modernization Act of 2006 Section 2605 (a)(6)(A)

Federal Poverty Guidelines Website: <http://www.aspe.hhs.gov/poverty/index.shtml#latest>

The Nebraska Ryan White Program has waived all requirements for subgrant entities regarding imposition of charges for services, pursuant to of the Ryan White Modernization Act of 2006.

The HRSA/HAB Fiscal and Program Monitoring Standards for Ryan White Part B Grantees (Monitoring Standards) will guide the oversight of Supportive Services by the NDHHS. The Monitoring Standards are attached to this document by reference. Annual fiscal and programmatic monitoring is required by regulation, both internally and by the NDHHS.
<https://careacttarget.org/category/topics/program-monitoring>

Purpose: The purpose of this policy is to outline and define actions to be taken by the Nebraska Ryan White Part B Program in response to federal policies regarding the requirement that all clients applying for Direct Emergency Assistance/Emergency Financial Assistance through the Ryan White program do have verification of cash income established and that both client and case manager certify such as accurate.

The following client eligibility guidelines are applicable to all services available through Nebraska Ryan White Part B funding. The Nebraska Department of Health and Human Services Ryan White Program Manager or designee is responsible for final eligibility determination.

As a condition of application for DEA/EFA through the Ryan White Program; clients must provide quarterly to their NAP case manager or designee the following;

- **Verification that the client is receiving cash income payments.**

The client must complete, with the case manager, the *Verification of Cash Income*, to document the income received. This verification form is only valid when no other documentation of income is available to the client and does not take the place of payroll documentation, tax forms, paystubs or award letters, if applicable. This form must be updated quarterly and/or whenever there is a change in income.

It will be the client's responsibility to report any change(s) in employment status within ten business days after such change and client verifies that the above is true. Failure to comply or any attempt to mislead may result in denial of DEA/EFA services and/or ineligibility for the Ryan White Part B Program.