C Closure Notice Requirements

REVISION 45 (01/01/17 –12/31/17)

Closure notices must include the following:

- Reason for ineligibility
- Month of ineligibility

EXCEPTION

When requested verification for Nutrition Assistance is not provided, send the NA Denial/Closure (F200) notice. List all of the requested verification, that was not provided, in the F200.

When processing a change that results in benefits being stopped before the end of the current approval period, select the appropriate STOPPED check box in the F200 notice.

WARNING

Do not list any verification items in the F200 that meet the following:

- Were already provided
- Were not included in any verification request related to the application that is being denied

NOTE The month of ineligibility is the first day of the month following expiration of NOAA or adequate notice.

Legal references