

.01 Transferring Case Files - Case File Receipt from a Salt River TANF Office

Complete the following for cases transferred from the Salt River TANF office:

- Review CA cases for potential [Two Parent Employment Program](#) (TPEP) eligibility. Salt River TANF does not have a TPEP category.
- Review SEPA for correct FS and MA participation for each participant.
- Review ADDR to ensure the SA Tribal Code has been removed from the RESERVATION field.
- Review WERE to ensure the X CA Exemption Reason Code has been removed from the AF EXPT RSN field next to each participant.
- Review WORW to ensure correct Work Registration Codes are keyed.

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