

# Urgent Bulletin

Arizona Department of Economic Security  
Arizona Health Care Cost Containment System

## Reported Changes and Supplements on UNAU

04/15/2020

Program Impact: NA

This Urgent Bulletin is being issued to inform staff that the agency is required to take timely action on all reported changes.

Public Law 116-127, HR 6201 Families First Coronavirus Response ACT (FFCRA) allows participants to receive the maximum allotment amount for the household size for 04/2020 and 05/2020. (See [Urgent Bulletin](#) emailed on 04/10/2020 regarding Supplemental Nutrition Assistance Benefits for Participants). On FSBH the emergency supplements to the maximum benefits displays with the BEN TYPE of RP.

The following is clarification on how to process changes during 04/2020 and 05/2020:

### **Changes that result an increase**

For changes that are processed for the months of 04/2020 and 05/2020 which would normally have caused an increase in Nutrition Assistance (NA) benefits, the worker must review the FSBH screen before authorizing any supplements. When the regularly issued allotment and the emergency supplement amount total the maximum allotment for the household size, no additional benefits should be authorized on UNAU. The change should be processed through the current system month in order for the correct benefit amount to be issued for the month of 06/2020.

Note: Any additional NA benefits over the maximum allotment for the household size will cause a potential overpayment. An overpayment referral must be sent to the Overpayment Unit.

### **Changes that result in a decrease or ineligibility**

For changes that are processed for the months of 04/2020 and 05/2020 which would normally have caused a decrease in NA benefits, the worker must process the change in the current system month in order for the correct benefit amount to be issued for the month of 06/2020. The household must be mailed a Notice of Adverse Action (NOAA) for 06/2020.

For changes that result in ineligibility timely action must be taken to close the case and the household must be mailed a NOAA.

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## EXCEPTION:

When the household reports an increase in the household size and the emergency supplement was for a smaller household size, contact the FAA Systems Help Desk to issue the additional emergency supplement.

Use the chart below to determine the correct NA allotment for the household size.

NA Budgetary Unit Size	Maximum NA Benefit
1	\$194
2	\$355
3	\$509
4	\$646
5	\$768
6	\$921
7	\$1018
8	\$1164
Each Additional Participant, add	+ \$146

The following questions have been elevated to the Policy Support Team:

Question 1: For this case with an NA outstanding supplement for 04/2020 and the emergency supplement issued the maximum allotment for the household size should the outstanding NA supplement for 04/2020 be deleted by staff?

0520	04	ECE	Y	1471	178	92	0	0	0	569	RE	456	0	456	MO
0420	04	ECE	Y	2514	178	301	0	0	0	569	RE	206	0	206	PD
0420	04	ECE		1471	178	92	0	0	0	569	CO	250	0	250	UP
0420											RP	440	0	440	PD
0320	04	ECE	Y	2514	178	301	0	0	0	569	EX	93	0	93	PD

Answer 1: The maximum allotment for a household of 4 is \$646. The household has received the maximum allotment. The additional supplements of \$250 must be deleted. Staff must have a supervisor delete the additional supplements.

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Question 2: The \$53 regular monthly allotment was issued in the month of 04/2020. The FAA office issued a supplement of \$302 and the system issued an emergency supplement \$141. Does an overpayment referral need to be completed because the household received more than the maximum allotment?

0520	02	ECE	Y	0	0	0	0	0	0	0	RE	355	0	355	MO
0420	01	ECE	Y	1257	167	251	0	0	0	369	RE	53	0	53	PM
0420	02	ECE		0	0	0	0	0	0	0	RS	302	0	302	PD
0420											RP	141	0	141	PD
0320	01	ECE	Y	1257	167	251	0	0	0	369	RE	53	0	53	PM

Answer 2: The maximum allotment for a household of 2 is \$355 and the household received a total of \$496. Yes, an overpayment referral must be completed because the household received benefits that exceeded the maximum allotment for the household size.

Question 3: This household was not eligible to receive emergency supplements due to an eligible zero-pay status. There is an outstanding 04/2020 supplement that was not previously authorized. Is the household eligible to receive the maximum monthly allotment?

0520	04	SEC	Y	2280	178	313	0	76	0	358	RE	240	0	240	MO
0420	04	SEC	Y	3009	178	459	0	76	0	67	RE	0	0	0	PM
0420	04	SEC		2280	178	313	0	76	0	358	CO	240	0	240	UP
0320	04	SEC	Y	3009	178	459	0	76	0	67	RE	0	0	0	PM
0220	04	SEC	Y	3009	178	459	0	76	0	67	IN	0	0	0	PD

Answer 3: The household is eligible to receive the supplements coded CO on FSBH for the month of 04/2020. The household is also eligible to receive the maximum allotment amount for the month of 04/2020 and 05/2020 because they are no longer in eligible zero-pay status.

Staff must authorize the supplements that were created due to the processed change and contact the FAA Systems Help Desk to ensure the emergency benefits for the month of 04/2020 are issued.

Please contact the FAA Policy Support Team by phone at (602) 774-5523 or by e-mail at [FAAPolicyMgmt@azdes.gov](mailto:FAAPolicyMgmt@azdes.gov) with any questions or concerns regarding this broadcast.

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