

**What's Changed on 12/19/2022**

## What's Changed on 12/19/2022

[Change: State Minimum Wage Increase for 2023](#)

[Change: Release of Confidential Case Information](#)

[Reminder: ABAWD Time Limit](#)

[Reminder: Key the Disability Indicator on SSDO](#)

[General Information: Forms Update](#)

This page notifies staff and the public of changes to the Cash and Nutrition Assistance Policy (CNAP) Manual regarding policy, procedures, and forms. Reminders and general information may also be displayed on this page. Prior What's Changed pages are listed in [What's Changed History](#) of the CNAP Manual.

The above list summarizes the information on this page. Each item listed above links to the corresponding section below.

The information on this page must be discussed during the weekly [policy dissemination](#) in every office which determines eligibility, reviews eligibility, or answers questions regarding eligibility. ([Current week's FAA-1215A](#))

### **Change: State Minimum Wage Increase for 2023**

EFFECTIVE DATE: With all eligibility determinations completed on or after 01/01/2023

The CNAP Manual has been updated with changes to the Arizona State Minimum Wage for the calendar year 2023.

For the State of Arizona, effective 01/01/2023, the Minimum Wage increased to \$13.85 per hour for non-tipped workers and differs for the City of Flagstaff, which increased to \$16.80 per hour for non-tipped workers and \$14.80 per hour for tipped workers.

The City of Tucson's Minimum Wage, for calendar year 2023, is the same as the State of Arizona. FAA staff must review pay stubs provided by participants, on or after 01/01/2023, for the pay rate increases and affect any potential changes for ongoing benefits.

---

### **Policy reference(s) revised due to this change:**

FAA6.Q01M.19 – [Minimum Wage Federal and State Definition](#) [Prior Policy](#)

Updated State Minimum Wage for the calendar year 2023. (For eligibility determinations completed on or after 01/01/2023)

### **Change: Release of Confidential Case Information**

EFFECTIVE DATE: With all confidential case information requests on or after 12/19/2022

The release of confidential information policy was revised to clarify who can authorize the release of case information to someone outside of the budgetary unit.

Any of the following may authorize confidential case information to be released or discussed with persons not included in the budgetary unit:

- The Primary Informant (PI)
- An authorized representative
- A responsible adult member of the budgetary unit

---

### **Policy reference(s) revised due to this change:**

FAA1.C01B – [Right to Confidential Case Information](#) [Prior Policy](#)

Clarified who can authorize the release of case information to someone outside of the budgetary unit. (Effective for all confidential case information requests on or after 12/19/2022.)

### **Reminder: ABAWD Time Limit**

Arizona's Able Bodied Adult Without Dependents (ABAWD) Waiver is extended until 09/2023. With the waiver extension, ABAWD participants may continue to receive NA benefits for more than three months.

FAA staff must continue to determine the ABAWD status for all NA participants and complete the WERE screen according to each participant's circumstances.

### **Reminder: Key the Disability Indicator on SSDO**

When a participant has a disability, key Y in the DS FS field on SSDO to ensure AZTECS applies the correct rules when determining the budgetary unit's initial and monthly NA allotments.

Failure to key the Y in the DS FS field on SSDO may cause an error in the NA allotment the budgetary unit is eligible to receive resulting in an underpayment or an incorrect denial of benefits.

See [FAA2.A07](#) titled Budgetary Units with Special Circumstances in the CNAP Manual for additional information.

### **General Information: Forms Update**

Changes to Forms – 12/10/2022 through 12/16/2022

As a reminder, it is important not to save documents on your desktop or a folder. It is better to use the form you need directly from the [Document Center](#). Forms are frequently updated and sometimes the current form must be used for programming purposes.

Revised forms:

- Change Report (FAA-0412A) form (English)
- Change Report (FAA-0412A-S) form (Spanish)
- Verification of Living Arrangements/Residential Address (FAA-0065A-S) (Spanish)
- Information Request and Pending Information Agreement (FAA-0077A-S) (Spanish)
- Nutrition Assistance (NA) Mid Approval Contact Form (FAA-1108A-S) (Spanish)

- Rights and Responsibilities (FAA-1573A-S) form (Spanish)

Newly created forms:

- No forms were created during the specified period

Revised Marketing Materials (Posters, Pamphlets, Flyers):

New Marketing Materials (Posters, Pamphlets, Flyers):

- Absentee Calendar (**Amended FAA-1293A**) form

Forms Archived from the Document Center

- No forms were archived from the Document Center