

B Interviewing NA Expedited Applications

REVISION 46
(01/01/18 – 12/31/18)

Effective with all applications registered on or after 07/01/2020, the requirement to complete an interview is reinstated. See [Urgent Bulletin](#) emailed 06/29/2020.

Effective 09/04/2020, see [Urgent Bulletin](#) emailed 09/03/2020 regarding FSAD being modified to give a six-month certification period at renewal to all cases that received an extension of their original certification period.

The [Urgent Bulletin](#) emailed 07/28/2020 informed staff that an extension of the waiver to allow for a verbal attestation in lieu of a signature on the application form is approved through 08/31/2020. The [Urgent Bulletin](#) emailed 08/24/2020 extended that to 9/30/2020. The [Urgent Bulletin](#) emailed 10/09/2020 extended that until further notice.

Policy and procedures regarding interviews for expedited NA applications are outlined as follows:

- [Eligibility for Expedited Service](#)
- [Expedited Application Turned in In Person](#)
- [Expedited Application Turned in by Mail or Fax](#)

New applications must be reviewed for NA expedited service during the [application screening](#). Applications screened as potentially eligible for expedited service must be interviewed within 5 days. The five days begin the day after receipt of the NA application.

When the fifth day falls on a weekend or holiday, the interview must be completed by the workday prior to the weekend or holiday.

The NA expedite applicant must have their NA benefits available no later than the seventh calendar day from the date of application.

NOTE When expedited NA benefits will not be available to the participant by the seventh calendar day, see [EBT Issuance and Availability – Emergency Benefits](#).

Applicants requesting, but not potentially eligible for expedited service, must have the application processed according to normal [new application time frames](#).

Applicants who apply for CA and are an NA expedite, must have a single interview. The interview must be completed within the NA expedite processing time frame.

Residents of [Group Living Arrangements](#) (GLA), [rehabilitation centers](#), and [domestic violence emergency shelters](#) may be potentially eligible for NA expedited services.

WARNING

Applicants may become eligible for NA expedited service before the interview under the normal new application time frames. (See [Eligibility for Expedited Services](#))

When this occurs, complete the following at the interview:

- Ask the PI for an explanation of the change
- When the explanation is questionable, have the PI provide verification of their explanation
- Postpone the verification and process the application as expedited when verification of their explanation cannot be obtained within the expedited time frame

Key Y in the EXPEDITED FS field on [APMA](#).

NOTE When it is discovered that the applicant is eligible for expedited service after the application screening, document the change that has occurred and the date the change was discovered in the [case file\(g\)](#).