

## B Additional Programs Requested During the Interview

**REVISION 14**  
(10/01/10 – 12/31/10)

When the applicant expresses an interest in applying for one or more additional programs, during the interview, ask the applicant to complete the following:

- Check the appropriate boxes on the [official FAA application](#).
- Initial each newly checked box.
- Document the current date next to the checked box. This indicates the date the application was filed for that program.

### WARNING

When an official FAA application has not been completed, ask the participant to complete the FAA application.

- Register the programs in accordance with the [application effective date](#).
- Ensure that all persons in the [caretaker relative\(g\)'s family\(g\)](#) of the child for whom CA benefits are being requested are registered to the case. This is so AZTECS is able to conduct the [CA Needy Family Test](#).
- Conduct the interview for all programs requested.
- Request needed verification.
- Determine eligibility for the requested programs.
- Send the appropriate notices.

NOTE When the participant requests additional programs during a telephone interview, follow the policy and procedures for the following, as applicable:

[Telephone Interviews](#)

[Signing the Application](#)

[Effective Date – Overview](#)

[Scheduling the Interview](#)

**EXCEPTION**

When a hospitalized applicant requests additional programs at the interview, see [Hospitalized Additional Programs](#).