

## .02 Imposing an Ongoing CA Sanction

REVISION 06  
(10/01/08 – 12/31/08)

When a sanction was imposed and the participant fails to comply within the required time frame, the next sanction level is imposed. This is an ongoing graduated sanction.

When the participant fails to comply, AZTECS completes the following:

- Deauthorizes at monthly rollover
- Generates the [CA DEAUTH - GRAD SANC ACTS alert](#)

This alert is due by the tenth calendar day of the following month. When the tenth day falls on a weekend or holiday, the due date of the alert defaults to the next [workday\(g\)](#).

When a recompliance notification HAS NOT been received from the Jobs Program or **DCSS**, complete the following:

- Review the [case file\(g\)](#) for documentation.
- Review **PRAP** and DISA to determine the current sanction level.
- Review **NOHS** to verify an [NOAA](#) was sent by the Jobs Program to the noncompliant participant when the ongoing sanction is a Jobs Program sanction.
- Review the Jobs Program **NOAA** to verify the correct level of sanction and correct month of sanction.

Do not impose the sanction when the Jobs Program NOAA is for either of the following:

- The incorrect sanction level.
- The incorrect sanction month.

Contact the Jobs program worker to discuss the error and resolution. Document the [case file\(g\)](#) with each of the following:

- Who was contacted at the [Jobs Program office](#)
- The type of error discussed
- The resolution of the conversation

To impose the next level of sanction, complete the following:

- When the ongoing sanction is for a DCSS noncompliance, send the NOAA for the next sanction level. (See [FAA CA Sanction Notices](#))
- Key the Sanction Reason Code in the next open RSN CODE field on DISA.
- When the sanction is for DCSS noncompliance, key the Sanction Reason Sub Code in the corresponding SUB RSN field on DISA.
- Key the effective date of the sanction in the corresponding BEGIN field on DISA. Document the [case file\(g\)](#) with actions taken.
- Process the case through AFPD to authorize the reduced benefits.  
When AFPD indicates the case is not eligible due to the second graduated sanction, key the correct Denial or Closure Reason Code in the DENIAL CLOSURE REASON field on AFPD.
- Proceed to **FSAD**, as appropriate to authorize, NA benefits

NOTE See [SA Income](#) for how the sanction affects NA.