

.03 LIBL Hardship Extension Procedures – X079, A079, or Other Hardship Extension Requests

REVISION 03
(01/01/08 – 03/31/08)

When the TIME LTD MONTHS USED field on CODC displays 58 months or more, and the CA case is in open status, AZTECS sends the X079 notice to the PI. The X079 informs the PI of all of the following:

- The participant has reached the 58th month of their LIBL.
- To continue to receive CA, the PI or the spouse of the PI must request an LIBL hardship extension.
- The [LIBL hardship extension reasons](#) for LIBL.
- The date the request for an LIBL hardship extension must be received by the local office.
- Fair Hearing rights.

The X079 provides the participant with a section to complete the request for LIBL hardship extension.

EXCEPTION

When the case is not in the current system month, AZTECS does not send the X079. When this occurs, send the [A079 notice](#) when the case is rolled into the current system month and both of the following occur:

- The TIME LTD MONTHS USED field on CODC displays 58 months or more.
- AZTECS did not send the X079.

When the participant provides the X079, A079, or any written or verbal request for an LIBL hardship extension to the local office, complete the following:

- Set an EX ACTS alert for the case.
- When verification is provided with the request for the LIBL hardship extension, complete the [LIBL Hardship Extension Keying Procedures](#) within ten days.

- When verification is NOT provided with the request for the LIBL hardship extension, send the [C011](#) notice requesting verification of the LIBL hardship extension reason. Complete the following:

When the verification requested on the C011 is provided by the participant, complete the [LIBL Hardship Extension Keying Procedures](#) within ten days of the date the verification is received.

When the verification requested on the C011 is NOT provided, complete the following:

- Close the EX ACTS alert.
- Key the NP Extension Reason code in the EXT RSN AF field on WERE.
- Authorize Supportive Services on AFPD.
- Send the [A704 notice](#).
- Reauthorize benefits for other programs, when appropriate.
- Send the appropriate notices for the other programs.

WARNING

When AZTECS has sent the renewal notice, do not authorize the case past the LIBL hardship extension approval period. When the case does not automatically close, complete the following in the month after the LIBL hardship extension approval period ends.

- Ensure that a renewal notice was sent.
- Remove the NP Extension Reason code from the EXT RSN AF field on WERE.
- Stop CA with the FR Denial or Closure Reason Code.
- Send the [A401 notice](#).