

## B TBA Transition Process

When the CA case closure is keyed, **AZTECS** completes the following to determine whether the case transitions to TBA:

- Checks the CA Denial or Closure Reason code to determine whether it is a [TBA Eligible CA Closure Code](#).
- Checks the CA and FS Participation Codes on **SEPA** to determine that all participants are in compliance with program regulations. (See [TBA Eligibility](#))
- Checks the verification codes keyed in AZTECS to determine whether the change was reported timely.

AZTECS allows for TBA when an FS [Eligible Participation Code](#) is keyed on SEPA.

### WARNING

The FS budgetary unit is not eligible for TBA when a participant of the CA or FS budgetary unit is keyed DI on SEPA due to noncompliance with the [Social Security Enumeration](#) process.

When the CA case is closed using a TBA Eligible CA Closure Code, AZTECS completes the following:

- Closes the FS case.
- Registers a new FS application.
- Sets the TBA five month approval period beginning the month following the month the CA case is closed. (See Example [TBA 1](#))
- Changes the code in the FS TYPE field on CAP2 from RE or SP, to TB.
- Calculates the TBA benefit amount using the following:  
Current budgetary unit participants  
Income budgeted prior to CA closure, not including the CA benefit amount (See Example [TBA 2](#) and Example [TBA 3](#))

NOTE All changes known prior to the CA closure must be keyed for all active programs.

- Continues ANY recoupment for overpayment.

**WARNING**

When the CA case is closed due to the addition of a new participant and the new participant's income, the FS case does not transition to TBA.

The EI authorizes the TBA benefit and sends the [F708 notice](#).

**WARNING**

It is important to keep both the CA and FS programs in the [current system month\(g\)](#). Failure to do so results in the EI having to authorize supplemental benefits for the first TBA benefit month. (See Example [TBA 4](#))