

## C Verifying Reported Changes - Simplified Reporting

**REVISION 36**  
(06/01/15 – 07/31/15)

When the participant reports a change, or the change becomes known to **FAA**, after the benefits have been approved, complete the following:

- Process the change when the participant reports a change in income that exceeds the income standard. (See [Changes that Must Be Reported](#))
- Process all changes that cause the benefits to do one of the following:
  - [Increase Benefits](#)
  - [Decrease Benefits](#)
  - [Unknown Effect](#)

When a change of address is the only change that is reported; update the address and document CADO. No verification of the change of address is required for simplified reporting households.

**NOTE** When the customer reports that they have moved out-of-state, the case must be closed.