

**.03 Organizing Case Files - Case File Format - Side One, Left - Deprivation and Disability (tab two)**

Place the following information in the case file under the Deprivation and Disability tab:

- CA disability verification and medical statements
- GA forms and disability verification
- [Two Parent Employment Program](#) (TPEP) forms
- Two Parent Employment Program (TPEP) PRA (FA-257)
- Death certificates
- Other deprivation or disability information that does not need to be verified at renewal or with a change