

.01 New Applications - Expedited Applications - FS Expedited Application

REVISION 03
(01/01/08 – 03/31/08)

Policy and procedures for scheduling interviews for expedited FS applications are outlined as follows:

- [Eligibility for Expedited Service](#)
- [Expedited Application Turned in In Person](#)
- [Expedited Application Turned in by Mail, FAX, or Drop Box](#)

Applications must be screened for FS expedited service during the [application screening](#). Applications screened as potentially eligible for expedited service MUST be scheduled the same day or the first work day following receipt of their application. The FS expedite applicant MUST have their FS benefits available no later than the SEVENTH CALENDAR DAY after a new application is turned in.

Applicants requesting, but not potentially eligible for expedited service, must have their application processed according to normal [new application time frames](#).

Applicants that also apply for CA and MA and are FS expedite, must have a single interview. Schedule the interview within the FS expedite processing time frame.

Residents of [Group Living Arrangements](#) (GLA), [rehabilitation centers](#), and [shelters for battered women](#) may be potentially eligible for FS expedited services.

WARNING

Applicants previously scheduled for an appointment under the normal processing standards may become eligible for FS expedited service before the scheduled interview. This may occur when they deplete their liquid resources below the expedite resource limit. (See [Eligibility for Expedited Services](#)) Request an explanation as to how the excess was spent. When the explanation is questionable, have the PI provide verification of their explanation. When verification of their explanation cannot be obtained within the expedited time frame, postpone the verification and process the application as expedited.

Key Y in the EXPEDITED FS field on APMA.

NOTE When it is discovered that the applicant is eligible for expedited service after the application screening, document the changes that have occurred and the date the change was discovered on CADO.