

F Illegal Drug Use Statement Not Provided by the Participant

REVISION 13
(07/01/10 –09/30/10)

When the completed Illegal Drug Use Statement is not provided for a required budgetary unit member complete all of the following actions:

- Document CADO to indicate that a completed Illegal Drug Use statement was not provided by the participant or is incomplete.
- Disqualify the adult participant who failed to provide the Illegal Drug Use Statement. Key the DI participation code on SEPA.
- Key the RD Ineligible Reason Code in the INELIG REASON FIELD on SEPA.
- Key NS in the ALERT TYPE field on the PRAP screen next to the participant who failed to provide the Illegal Drug Use Statement.
- Determine CA eligibility for the budgetary unit.
- Send the A704 Disqualification-Controlled Substance notice to the participant.
- Allow for Notice of Adverse Action when decreasing CA benefits.

A participant may be disqualified for failing to provide the completed Illegal Drug Use Statement. When the participant requests to be added to the CA program, the participant must provide the completed Illegal Drug Use Statement.

When the participant provides the completed Illegal Drug Use Statement, end the disqualification for the first month possible.

When the participant does not provide the completed Illegal Drug Use Statement, DO NOT end the disqualification.